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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004 (REVISION 2)
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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Plan
Agency Identification

PHA Name: Sylacauga Housing Authority

PHA Number: AL 057

PHA Fiscal Year Beginning: (mm/yyyy) July 1, 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 (REVISED)

[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: The Mission Statement of the Sylacauga Housing Authority is contained on page 1 of the Admissions and Occupancy Policy (adopted July 29, 1999), as follows:

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

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:
- ☒ Leverage private or other public funds to create additional housing opportunities:
- ☒ Acquire or build units or developments
- ☐ Other (list below)

☒ PHA Goal: Improve the quality of assisted housing
Objectives:

HUD 50075
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- ☒ Improve public housing management: (PHAS score)
- ☐ 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:
- ☒ 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:
- ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☒ Implement public housing security improvements:
- ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

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

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

Objectives:

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

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

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

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

Other PHA Goals and Objectives: (list below)

HUD 50075
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Expires: 03/31/2002

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.

During the past year, the SHA has worked to implement its Annual Plan and to determine the success of its implementation. A new Admissions and Continued Occupancy Policy (per the Alabama Policy Task Force) has been adopted, as has a Pet Policy Addendum to the dwelling lease and a Community Service Requirement Policy (per the Alabama Policy Task Force). A Resident Advisory Board has been appointed and has been involved with the development and update of the current annual plan for 2001 and five year plan update. In addition, the HA has closely monitored changes to the Agency Plan requirements to ensure that the current reporting format is followed and all required policies are in place.

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 – See Section 18 "Other Information" and Attachment A

☒ FY 2001 Capital Fund Program Annual Statement

☒ 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

☒ Public Housing Drug Elimination Program (PHDEP) Plan

☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

☐ Other (List below, providing each attachment name) **See below**

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**
Attachment I	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Attachment I	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
See Attachment B	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	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.	
Attachment D	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
Attachment M	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Attachment A	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
Sect 8 New Attachment O	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Attachment H	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
Attachment A	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
Under Development	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
Sect 8 New Attachment O	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
Attachment A & Q	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures ☐ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Attachment G	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Attachment G & R	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
Sect 8 New Attachment O	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Attachment F	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Attachment E	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
Attachment N	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,309	5	2	2	3	3	3
Income >30% but <=50% of AMI	685	5	2	2	3	3	3
Income >50% but <80% of AMI	410	5	2	2	3	3	3
Elderly	563	4	3	3	4	2	3
Families with Disabilities	No Info						
Black	1,246	5	2	2	3	3	3
Hispanic	8	5	2	2	3	3	3
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: 2000

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

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☒ Other sources: City of Sylacauga Community Analysis of Impediments/Problems to Fair Housing Choice

H. 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	28		177 (28%)
Extremely low income <=30% AMI	17	60.7	
Very low income (>30% but <=50% AMI)	6	21.4	
Low income (>50% but <80% AMI)	5	17.9	
Families with children	17	60.7	
Elderly families	3	10.7	
Families with Disabilities	5	17.9	
White	15	53.6	
Black	13	46.4	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	6	21.4	
2 BR	19	67.9	
3 BR	3	10.7	
4 BR	0	0	
5 BR	0	0	
5+ BR	0	0	

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☐ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

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

Select all that apply

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

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

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

Select all that apply

☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

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

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

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

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

Need: Specific Family Types: The Elderly

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

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

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

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

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

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

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

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

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

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]
List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2001 grants)**		
a) Public Housing Operating Fund	821,457	
b) Public Housing Capital Fund	943,644	

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	153,803	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	978,420	Maintenance & Operations
4. Other income (list below)		
Excess Utilities	40,000	Utility Costs
Interest On Investments/Other	16,210	Maintenance & Operations
4. Non-federal sources (list below)		
Total resources	2,953,534	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

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

As soon as all information is provided to SHA Management.

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)

Currently in the process of establishing a system to provide NCIC checks through the Sylacauga Police Department.

(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?

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

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

(3) Assignment

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

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

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

(4) Admissions Preferences

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

☐ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families

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

4. Relationship of preferences to income targeting requirements:
☐ The PHA applies preferences within income tiers
☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
☒ The PHA-resident lease
☒ The PHA's Admissions and (Continued) Occupancy policy
☒ PHA briefing seminars or written materials
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
☐ At an annual reexamination and lease renewal
☐ Any time family composition changes
☐ At family request for revision
☒ Other

Anytime family income changes except for a cost of living adjustment.

(6) Deconcentration and Income Mixing – Template Questions Have Been Changed. See Attachment H of bound copy for new questions and responses. Electronic file at end of template at Attachment C.

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).

N/A – Section 8 New Construction Only

(1) Eligibility

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

☐ Other (list below)

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☐ Criminal or drug-related activity
☐ Other (describe below)

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

☐ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project-based certificate program
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

☐ PHA main administrative office
☐ Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

☐ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families

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

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
☐ Date and time of application
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)
☐ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)
☐ The PHA applies preferences within income tiers
☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
☐ The Section 8 Administrative Plan
☐ Briefing sessions and written materials
☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
☐ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☒ $0
☐ $1-$25
☐ $26-$50

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

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

The SHA shall immediately grant an exemption from application of the minimum monthly rent to any family making a proper request in writing who is unable to pay because of financial hardship, which shall include:

1. **The family has lost eligibility for, or is awaiting an eligibility determination from a federal, state, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the Immigration and Nationalization Act who would be entitle to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.**

2. **The family would be evicted as a result of the implementation of the minimum rent (this exemption is only applicable for the initial implementation of a minimum rent or increase to the existing minimum rent).**

3. **The income of the family has decreased because of changed circumstance, including loss of employment.**

4. **A death in the family has occurred which affects the family circumstances.**

5. **Other circumstances which may be decided by the LHA on a case-by-case basis.**

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 **DHUD Birmingham Office supplied rates.**

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)

Families will be re-examined during the 12-month Annual Re-exam cycle where there has been a substantial change in a family circumstance: (1) Loss of income; (2) Increase of 10% or move in a total family income; (3) Change in head of household or family composition; (4) To correct errors in previous re-exams; (5) Families will be re-examined where there is a showing of probable cause indicating the Annual re-exam may have been fraudulent, or a change of circumstances has occurred and has not been reported; (6) families will be re-examined based upon Annual re-exam schedule for the project where they reside regardless of the date of their previous re-exam or interim re-exam; (7) Special / Interim Re-Exam may be conducted on a monthly basis where: (a) the tenant reports no income; (b) the tenant's income is so unstable that an annual projection of anticipated income cannot be made at the time of the Annual re-exam. The Tenant will be notified of the Special / Interim Re-Exam date. Tenants failing to comply with the scheduled re-exam appointments or provide required information will be determined ineligible for continued occupancy in public hosing and be required to vacate. A permanent rent will be entered at the earliest possible date.

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

(2) Flat Rents

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

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

A market study to determine flat rents for all developments of the SHA is currently underway.

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).**

Section 8 New Construction Only

(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. **See Attachment L in bound copy and Attachment E at end of template.**

☐ 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	622	177
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	622	177
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

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

None currently. In the process of preparing a RFP and written policy for Pest Control Services.

(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.

Current grievance procedure is located at Attachment Q.

H. 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- NA

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

If yes, list additions to federal requirements below:

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

☐ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

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

Capital Fund Grant Number AL09P05750101 FFY of Grant Approval: (2001)

☒ Original Annual Statement – Also see Attachment R in bound copy and Electronic file at end of template at Attachment A.

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	53,650
4	1410 Administration	46,345
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	52,970
8	1440 Site Acquisition	
9	1450 Site Improvement	123,200
10	1460 Dwelling Structures	432,480
11	1465.1 Dwelling Equipment-Nonexpendable	27,500
12	1470 Nondwelling Structures	52,500
13	1475 Nondwelling Equipment	62,500

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)**	943,644
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	86,500

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
PHA WIDE	MANAGEMENT IMPROVEMENT	1408	53,650
PHA WIDE	ADMINISTRATION & SUPERVISION	1410	46,345
PHA WIDE	FEES & COSTS	1430	52,970
PHA WIDE	OPERATIONS	1406	92,499
57-10	SITE IMPROVEMENT	1450	25,000
57-10	DWELLING STRUCTURES	1460	112,280
57-10	DWELLING EQUIPMENT	1465.0	9,000
57-10	NONDWELLING STRUCTURES	1470	7,500
57-2	SITE IMPROVEMENT	1450	11,200
57-2	DWELLING STRUCTURES	1460	25,800
57-3	SITE IMPROVEMENT	1450	35,000
57-3	DWELLING STRUCTURES	1460	56,000
57-3	NONDWELLING STRUCTURES	1470	45,000
57-3	NONDWELLING EQUIPMENT	1475	62,500
57-4	SITE IMPROVEMENT	1450	20,000
57-4	DWELLING STRUCTURES	1460	40,000
57-4	DWELLING EQUIPMENT	1465	5,000
57-5	DWELLING STRUCTURES	1460	13,400
57-5	SITE IMPROVEMENT	1450	6,000
57-5	DWELLING EQUIPMENT	1465.1	1,500
57-6	SITE IMPROVEMENT	1450	20,000
57-6	DWELLING STRUCTURES	1460	38,000
57-6	DWELLING EQUIPMENT	1465.1	6,000
57-8	SITE IMPROVEMENT	1450	6,000
57-8	DWELLING STRUCTURES	1460	140,000
57-8	DWELLING EQUIPMENT	1465.1	6,000

57-9	DWELLING STRUCTURES	1460	7,000

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)
57-10	06/30/03	06/30/03
57-2	06/30/03	06/30/03
57-3	06/30/03	06/30/03
57-4	06/30/03	06/30/03
57-5	06/30/03	06/30/03
57-6	06/30/03	06/30/03
57-8	06/30/03	06/30/03
57-9	06/30/03	06/30/03

(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)

No longer optional. See Attachment R.

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 atAttachment R of the bound copy and Electronic File at end of template at Attachment B.

-or-

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

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

Not Applicable

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.

Not Applicable

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:

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: Sylacauga Housing Authority 1b. Development (project) number: 57-2; 57-3; 57-8; & 57-9 (entire development) 57-4; 57-5; 57-6 (partial)
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: (In Place)
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: 352 7. Coverage of action (select one) **See above list.** ☐ 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) ☐ 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:

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.

See Attachment T for adopted Community Service Policy.

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)? **See Attachment F**

If yes, what was the date that agreement was signed? 08/01/97

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

See information contained at PHDEP Template responses.

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

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

Public Housing	**Not determined.**	
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.

See PHDEP Template at Section 18 (Other Information Required by HUD). Also see the most recent PHDEP Plan and Semi-Annual Reports at Attachment E.

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)

The Cub & Boy Scout Programs are offered at Drew Court Police Substation; however, all public housing youth (within the guidelines of the programs) are eligible to participate. The In-School Tutorial Program focuses attention upon all academically challenged SHA youth in junior and senior high school. Accordingly all public housing students (in the appropriate grades) are eligible to participate if they need help. Likewise, computer instruction is available to all who want to participate regardless of the development in which they live. The Youth Sports Program is contracted with the City of Sylacauga Recreation Department and is available to all SHA youth who want to participate.

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)

The Police Substation is located at Drew Court; however, routine patrols and a police presence (above the baseline) are provided at each of the SHA public housing communities.

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)

The Police Substation is located at Drew Court; however, all SHA developments benefit from the contractual arrangement with the Sylacauga PD.

D. Additional information as required by PHDEP/PHDEP Plan

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

☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: See Attachment E)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See adopted pet policy at Attachment S.

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.

Required certifications are provided at Attachment I. Originals sent to DHUD Birmingham Alabama Office under separate cover.

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)

Long Term Asset Management – Energy Management at Sylavon Towers Project AL09P057008

Utilizing the provisions of Performance Contracting, plans are to replace the existing HVAC system at the above development. This five-story structure, consisting of 97 dwelling units, will be upgraded to the latest technology regarding

air quality by the most efficient means. The new system will be the geothermal system whereby tremendous savings can be obtained due to its design. While the performance contract will not guarantee a savings sufficient to cover the entire cost of the new system, it will provide, over the ten-year contract period, approximately one half of said cost.

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☒ Attached at Attachment (File name) Attachment J
☐ 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)

See Resident Participation Certification at Attachment J signed by Chairperson Edna Maxwell. For a listing of all Resident Advisory Board Members, also see Attachment J.

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)

Appointed by the Mayor and City Council of the City of City of Sylacauga.

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)

SHA residents that have demonstrated an interest and leadership potential by their involvement in other public housing activities.

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) **City Council and Mayor of the City of Sylacauga**

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: (**State of 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)
☐ Other: (list below)

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

The State of Alabama Consolidated Plan specifically mentions the use, abuse and sale of drugs in PHA's. Such practice is listed as a barrier to affordable housing. Implementation of PHDEP activities are listed as a "high priority" to eliminate this barrier and to raise the quality of life for lower income Alabama citizens.

D. Other Information Required by HUD

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

The following information is an excerpt from the Sylacauga Housing Authority Admissions and Continued Occupancy Policy (adopted April 11, 2001) pages 45 and 46. Also see information provided at Attachment H.

SECTION XXVI. DECONCENTRATION RULESECTION XXVI.
DECONCENTRATION RULESECTION XXVI.
DECONCENTRATION RULESECTION XXVI.
DECONCENTRATION RULESECTION XXVI.
DECONCENTRATION RULESECTION XXVI.
DECONCENTRATION RULESECTION XXVI.
DECONCENTRATION RULESECTION XXVI.
DECONCENTRATION RULE

1. Objective The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the housing authority is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also the housing authority will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the housing authority does not concentrate families with higher income levels, it is the goal of the housing authority not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The housing authority will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the housing authority's computer system.

2. Actions To accomplish the deconcentration goals, the housing authority will take the following actions:

   A. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.

   B. To accomplish the goals of:
      (1) Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income, and
      (2) Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income, the housing authority's Tenant Selection and Assignment Plan, which is a part of

this policy, provides for skipping families on the waiting list to accomplish these goals.

Public Housing Drug Elimination Program Plan

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

Annual PHDEP Plan Table of Contents:

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

Section 1: General Information/History

A. Amount of PHDEP Grant $153,803

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 Sylacauga Housing Authority has received assistance for implementation of drug elimination activities eligible under the PHDEP program allocation. The Sylacauga Housing Authority will continue a comprehensive drug elimination program which provides for: 1) reimbursement of local law enforcement; 2) support for the operation of a police substation; and (3) various drug prevention programs through contracts with the Sylacauga Recreation Department and School Board which will provide recreational and educational opportunities for public housing residents. The program will provide an active community policing presence, as well as a prevention-based approach to the drug and drug related crime problems. Activities will be provided in all four sites (Charles S. Drew Court, Sylavon Towers, Sylavon Court, and Virginia S. West Homes). The police substation is located at Drew Court.

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)
Drew Court	287	655
Sylavon Court/Sylavon Towers	317	350
Virginia S. West Court	18	51

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 "X" 18 Months_____ 24 Months_____ Other _____

G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	NA	NA	NA	NA	NA
FY 1996	250,000	AL09DEP0570196	0	NA	Complete
FY 1997	250,000	AL09DEP0570197	0	NA	Complete
FY1998	186,600	AL09DEP0570198	0	NA	Complete
FY 1999	136,700	AL09DEP0570199	123,071	NA	12/31/01
FY 2000	137,683	AL09DEP0570101	137,683		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 Sylacauga Housing Authority plans to utilize existing program elements to target high-risk youth and families. This approach will include community policing and law enforcement, education, drug prevention and youth sports programs. Working with a coalition of local agencies and organizations including the Sylacauga Police Department; The Sylacauga Parks and Recreation Department; and Sylacauga City Schools, the Housing Authority anticipates positive results through a team effort to eliminate and prevent the sale and use of illegal drugs in the City's public housing communities. The Sylacauga Housing Authority's comprehensive drug elimination and prevention programs includes the following components:

1. Contracting with the Sylacauga Police Department to provide additional law enforcement services in the City's public housing areas based on a community-policing concept of combination vehicle and foot patrols. Based at the Northeast Precinct in Drew Court, SPD Officers dedicated to public housing detail also maintain an active police substation within the most problematic neighborhood.

2. Strategic drug prevention programs such as tutorial programs, Summer remedial program and computer classes to assist residents of all ages in developing academic and job skills and building self-esteem through educational and social development opportunities. Use of a full-time drug education coordinator is essential to successful program implementation.
3. Use of tried and tested programs such as Neighborhood Watch and the D.A.R.E. Program, which tend to unify people - both young and old create a spirit of cooperation within the community. These programs complement an on going Citywide project called "Night Eyes".
4. Youth sports and cultural activities such as organized sports team participation and Boy Scouts and Cub Scouts to offer high-risk youth an acceptable alternative to illegal drugs.

These programs represent a cohesive partnership between the Sylacauga Housing Authority, residents, the City of Sylacauga and many local organizations and agencies to ensure the most extensive drug prevention strategies possible are employed to serve the residents living in Sylacauga's four public housing communities. Through these efforts it is anticipated residents will feel secure enough in their neighborhoods to play an active role in maintaining a safe, wholesome and drug free community environment. Evaluation will be addressed via a resident survey by an independent contractor and through the use of the SHA Drug Elimination Advisory Committee consisting of resident representatives, municipal representative, law enforcement and Housing Authority staff.

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	90,285
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	63,518
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	153,803

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: $90,285**
Goal(s)	To reduce drug related crime in all SHA developments.						
Objectives	To contract for two full time uniformed officers to work in a police substation at Drew Court.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1.Contract with Sylacauga Police Department			1/1/02	12/1/02	90,285	Na	Crime Statistics & Resident Survey
2.							
3.							

9160 - Drug Prevention							**Total PHDEP Funding: $**63,518
Goal(s)	To reduce drug related crime and offer alternative activities in all SHA developments.						
Objectives	To provide a variety of alternative programs to accomplish the program goal.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Drug Coordinator	All	All	1/1/02	12/1/02	0		Resident Survey
2.Cub & Boy Scouts	50	Young Boys	1/1/02	12/1/02	15,000		Resident Survey
3.In-School Tutorial Program	30	Students Grades 7 –12	1/1/02	5/31/02	28,000		Resident Survey
4. Computer Instructor	Not Known	All	1/1/02	12/1/02	12,000		Resident Survey
5. Youth Sports	Not Known	All Youth	6/1/02	8/31/02	7,018		Resident Survey
6. Resident Survey	All	All	10/02	12/02	1,500		Survey Results

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.

All funds will be expended within 12 months of the beginning of activities, which are slated to begin on 1/01/02.

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				
9120				
9130				
9140				
9150				
9160				
9170				
9180				
9190				
TOTAL		$		$

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."

The signed certification is included at Attachment I.

Attachments

A. Admissions and Continued Occupancy Policy adopted 4/11/01

B. City of Sylacauga Community Analysis of Impediments/Problems to Fair Housing Choice

C. Comprehensive Housing Affordability Strategy (CHAS) Databook for 1990 U.S. Census

D. State of Alabama Consolidated Plan FY 2000

E. PHDEP Plan & Most Recent Semi-Annual Report

F. Local Agreement Between the Sylacauga Housing Authority and the Talladega County Department of Human Resources

G. CGP Budget/Progress Report Form HUD 52837 & 52834

H. De-concentration Information

I. Copies of Required Certifications

Certification for a Drug Free Workplace
Certification of Payments to Influence Federal Transactions
Disclosure of Lobbying Activities
PHA Certifications of Compliance with the PHA Plans and Related Regulations Board Resolution to Accompany the PHA Plan
Certification by State of PHA Plan's Consistency with State Consolidated Plan

J. PHA Resident Participation Certification Approving Annual and Five Year Agency Plans & List of Resident Advisory Board Members

K. Board Resolution Adopting Five Year and Annual Agency Plans

L. Organizational Chart

M. Most Recent Board Adopted Operating Budget

N. Most Recent Fiscal Audit

O. Section 8 New Construction Management Plan
P. Evidence of Public Hearing & Notification Process

Q. SHA Grievance Procedure

R. Capital Fund Program Tables & Five Year Action Plan

S. Pet Policy

T. Community Service Policy

ATTACHMENT A

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:	Grant Type and Number	Federal FY of Grant:
Sylacauga Housing Authority	Capital Fund Program: AL09P057501-01 Capital Fund Program Replacement Housing Factor Grant No:	FY 2001

☒ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☒ **Revised Annual Statement (revision no:** 1)
☐ **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	92,499.00	92,499.00		
3	1408 Management Improvements Soft Costs	53,650.00	36,150.00		
4	1410 Administration	46,345.00	46,345.00		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	52,970.00	52,970.00		
8	1440 Site Acquisition				
9	1450 Site Improvement	123,200.00	123,200.00		
10	1460 Dwelling Structures	432,480.00	533,480.00		
11	1465.1 Dwelling Equipment—Nonexpendable	27,500.00	27,500.00		
12	1470 Nondwelling Structures	52,500.00	7,500.00		
13	1475 Nondwelling Equipment	62,500.00	24,000.00		
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)	943,644.00	943,644.00		
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures	86,500.00	277,300.00		

Table Library

ATTACHMENT A

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

PHA Name: Sylacauga Housing Authority		**Grant Type and Number** Capital Fund Program #: AL09P057501-01 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant:** FY 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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
57-2	Back Flow Preventers/Water Pressure Valves	1450.0	32	3,200	3,200			
	Site Improvements (Sew./Water/Gas/Elec./Drain, etc.)	1450.0	8	8,000	8,000			
	Prep & Paint Interiors	1460.0	8	8,000	8,000			
	Counter Top Replacement	1460.0	4	2,000	2,000			
	Security Door Screens	1460.0	32	12,800	0			
	HVAC	1460.0	2	3,000	3,000			
57-3	Back Flow Preventers/Water Pressure Valves	1450.0	150	15,000	15,000			
	Site Improvements	1450.0	20	20,000	20,000			
	Prep & Paint Interiors	1460.0	30	30,000	30,000			
	Counter Top Replacement	1460.0	10	5,000	5,000			
	Commode/Water Heater Replacements	1460.0	20	6,000	6,000			
	HVAC Replacement	1460.0	10	10,000	10,000			
	Foundation Repairs	1460.0	5	5,000	5,000			
	Renovation of Space – Old Office Bldg.	1470.0	1	35,000	0			
	A/C Modifications – Old Office Bldg.	1470.0	1	10,000	0			
	Maintenance Equipment	1475.0		45,000	10,000			
	Gas Detection Equipment	1475.0	3	4,000	4,000			
	Office Equipment	1475.0		13,500	10,000			

ATTACHMENT A

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

PHA Name: Sylacauga Housing Authority	Grant Type and Number Capital Fund Program #: AL09P057501-01 Capital Fund Program Replacement Housing Factor #:	Federal FY of Grant: FY 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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
57-4	Site Improvements (Sew./Water/Gas/Elec./Drain, etc.)	1450.0	20	20,000	20,000			
	Prep & Paint Interiors	1460.0	20	20,000	20,000			
	Counter Top Replacement	1460.0	12	6,000	6,000			
	Foundation Repairs	1460.0	5	5,000	5,000			
	Commode/Water Heater Replacements	1460.0	30	9,000	9,000			
	Dwelling Equipment (Refrigerators)	1465.1	10	5,000	5,000			
57-5	Site Improvements (Sew./Water/Gas/Elec./Drain,etc.)	1450.0	6	6,000	6,000			
	Prep & Paint Interiors	1460.0	9	9,000	9,000			
	Counter Top Replacement	1460.0	4	2,000	2,000			
	Commode/Water Heater Replacements	1460.0	8	2,400	2,400			
	Dwelling Equipment (Refrigerators)	1465.1	3	1,500	1,500			
57-6	Site Improvements (Sew./Water/Gas/Elec./Drain,etc.)	1450.0	20	20,000	20,000			
	Prep & Paint Interiors	1460.0	23	23,000	23,000			
	Counter Top Replacement	1460.0	12	6,000	6,000			
	Commode/Water Heater Replacements	1460.0	30	9,000	9,000			
	Dwelling Equipment	1465.1	12	6,000	6,000			
57-8	Site Improvements (Sew./Water/Gas/Elec./Drain, etc.)	1450.0	6	6,000	6,000			

ATTACHMENT A

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

PHA Name: Sylacauga Housing Authority		Grant Type and Number Capital Fund Program #: AL09P057501-01 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: FY 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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	HVAC Improvements/Replacement	1460.0	1	66,000	256,800			
	Prep & Paint Interiors	1460.0	32	32,000	32,000			
	Interior Renovations – Replace Carpeting	1460.0	1	42,000	0			
	Dwelling Equipment	1465.1	2	1,000	1,000			
	Security Equipment	1465.1	5	5,000	5,000			
57-9	Prep & Paint Interiors	1460.0	7	7,000	7,000			
57-10	Site Improvements (Sew./Water/Gas/Elec./Drain, etc.)	1450.0	25	25,000	25,000			
	Prep & Paint Interiors	1460.0	52	52,000	52,000			
	Counter Top Replacement	1460.0	20	10,000	10,000			
	Vinyl Flooring Replacement	1460.0	10	20,000	10,000			
	Reglaze Tubs & Sinks	1460.0	22	5,280	5,280			
	Drywall Replacement	1460.0	25	25,000	0			
	Dwelling Equipment/Refrigerators	1465.1	18	9,000	9,000			
	A/C Modifications – Day Care/Office	1470.0	1	7,500	7,500			
PHA Wide	Operations	1406.0		92,499	92,499			
	Management Improvements	1408.0						
	Marketing	1408.0	1	12,000	8150			

ATTACHMENT A

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

PHA Name: Sylacauga Housing Authority	**Grant Type and Number** Capital Fund Program #: AL09P057501-01 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant:** FY 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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	Natural Gas Pipeline Operator Qualifications	1408.0	1	25,000	17000			
	Annual Plan/Grant Preparation	1408.0	1	7,000	7000			
	Staff Education	1408.0	1	9,650	4000			
	Administration & Supervision	1410.0						
	Salaries	1410.0	1	46,345	46,345			
	Fees & Costs	1430.0						
	Architect	1430.0		15,000	15,000			
	Inspection Costs	1430.0		27,970	27,970			
	Consultants Fees	1430.0		10,000	10,000			
Total				943,644	943,644			

ATTACHMENT A

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

PHA Name: Sylacauga Housing Authority	**Grant Type and Number** Capital Fund Program #: AL09P057501-01 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant:** FY 2001

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
57-2	06/30/2003			06/30/2003			
57-3	06/30/2003			06/30/2003			
57-4	06/30/2003			06/30/2003			
57-5	06/30/2003			06/30/2003			
57-6	06/30/2003			06/30/2003			
57-8	06/30/2003			06/30/2003			
57-9	06/30/2003			06/30/2003			
57-10	06/30/2003			06/30/2003			
PHA Wide	06/30/2003			06/30/2003			

ATTACHMENT B

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name				☐**Original 5-Year Plan** ☐**Revision No:**	
Development Number/Name/ HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY:	Work Statement for Year 3 FFY Grant: 2003 PHA FY:	Work Statement for Year 4 FFY Grant: 2004 PHA FY:	Work Statement for Year 5 FFY Grant: 2005 PHA FY:
57-10	Annual Statement	471,400	147,500		
57-2		280,000	190,400		
57-3		186,900	3,250		
57-4		129,000	4,150		
57-5		-0-	12,592		
57-6		61,171	4,150		
57-8		15,000	24,250		
PHA Wide		410,000	410,000	410,000	410,000
All			750,000	1,140,000	1,140,000
CFP Funds Listed for 5-year planning		1,553,471	1,546,292	1,550,000.00	1,550,000.00
Replacement Housing Factor Funds					

Table Library

ATTACHMENT B

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:			Activities for Year: 3 FFY Grant: 2003 PHA FY:		
	Development Name/Number	**Major Work Categories**	Estimated Cost	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	***57-10***	***Site Improvements***	15,600	*57-10*	***Site Improvements***	21,200
Annual	57-10	***Modernization***	455,800	57-10	***Modernization***	126,300
Statement	***57-2***	Site Improvements	107,200	***57-2***	Site Improvements	8,000
	57-2	Modernization	172,800	57-2	Modernization	182,400
	57-3	Equipment	166,900	57-3	Equipment	3,250
	57-3	Recycle Program	10,000	57-4	Modernization	4,150
	57-3	Modernization	10,000	57-5	Modernization	12,592
	57-4	Modernization	129,000	57-6	Modernization	4,150
	57-6	Modernization	61,171	57-8	***Site Improvements***	19,400
	57-8	Modernization	15,000	57-8	***Modernization***	4,850
	PHA Wide	Administration	100,000	PHA Wide Dwelling Structures	***Not Determined***	750,000
	PHA Wide	Management Improvements	200,000	PHA Wide	Administration	100,000
	PHA Wide	Fees & Costs	60,000	PHA Wide	Management Improvements	200,000
	PHA Wide	Non-Dwelling Equipment	50,000	PHA Wide	Fees & Costs	60,000
				PHA Wide	Non-Dwelling Equipment	50,000
Total CFP Estimated Cost			$ 1,553,471			$1,546,292

Table Library

ATTACHMENT B

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

Activities for Year : 4 FFY Grant: 2004 PHA FY:			Activities for Year: 5 FFY Grant: 2005 PHA FY:		
Development Name/Number	**Major Work Categories**	Estimated Cost	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
All	***Site Improvements***	175,000	***All***	***Site Improvements***	175,000
All	***Modernization***	750,000	All	***Modernization***	750,000
All	Equipment	65,000	***All***	Equipment	65,000
All	Nondwelling Structures/Equipment	150,000	*All*	Nondwelling Structures/Equipment	150,000
PHA Wide	Administration	100,000	PHA Wide	Administration	100,000
PHA Wide	Management Improvements	200,000	PHA Wide	Management Improvements	200,000
PHA Wide	Fees & Costs	60,000	PHA Wide	Fees & Costs	60,000
PHA Wide	Non-Dwelling Equipment	50,000	PHA Wide	Non-Dwelling Equipment	50,000
Total CFP Estimated Cost		$1,550,000.00			$1,550,000.00

ATTACHMENT C

Component 3, (6) Deconcentration and Income Mixing

a. ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. ☒ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	**Number of Units**	**Explanation (if any) [see step 4 at §903.2(c)(1)((iv)]**	**Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]**
57-4	86	See Below	NA

The above listed development is a part of Drew Court and contains 13/85 households with zero (0) income. Unlike predominately elderly complexes with Social Security income, family complexes tend to have a higher level of households with extremely low income. Only 1.2% (1 unit) is designated as elderly with the reminder used for family units (85 or 98.8%). Further, these 3 developments have a total of 4 vacancies (as of 3/19/01), which represents 4.7% of all units in the development. The SHA has just adopted a revised Admissions and Continued Occupancy Policy and hopes to correct any identified deficiencies within the next year.

ATTACHMENT D

Sylacauga Housing Authority (HA)
Dwelling Lease Addendum

Pet Policy

This addendum is being executed in accordance of Section XVI of the Dwelling Lease to govern Pet Ownership in Public Housing. As applicable, Section 526 of the Quality Housing and Work Responsibility Act of 1998 (Public Law 105-276, 112 Stat. 2451, 2568 (the Public Housing Reform Act of 1998) added new section 31 (captioned "Pet Ownership in Public Housing") to the United States Housing Act of 1937. Section 31 establishes pet ownership requirements for tenants of public housing other than federally assisted rental housing for the elderly or persons with disabilities. Section 227 of the Housing-Rural Recovery Act of 1983 (12 U.S.C. 1701r-1) (the 1983 Act) covers pet ownership requirements for the elderly or persons with disabilities. This rule does not alter or affect these regulations in any way, nor would the regulation in Section 227 of the 1983 Act apply in any way to Section 31 of the 1937 Act. Section 31 of the 1937 Act is being implemented by adding a new subpart G to 24 CFR Part 960. The following policies must be complied with for pet ownership in the HA:

Section I.

1. Pet ownership: A tenant may own one or more common household pets or have one or more common household pets present in the dwelling unit of such tenant, subject to the following conditions:

    A. Each Head of Household may own up to two pets. If one of the pets is a dog or cat, (or other four legged animal), the second pet must be contained in a cage or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.

    B. If the pet is a dog or cat, it must be neutered/spayed at six (6) months, and cats must be declawed at three (3) months. The evidence can be provided by a statement/bill from veterinarian and/or staff of the humane society. The evidence must be provide prior to the executive of this agreement and/or within 10 days of the pet becoming of age to be neutered/spayed or declawed. Tenant must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Tenant shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown) and 20 pounds (fully grown) if the pet is a dog. All other four legged animals are limited to 10 pounds (fully grown).

    C. If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.

D. If the pet is a fish, the aquarium must be thirty gallons or less, and the container must be placed in a safe location in the unit. The Tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and nonhazardous manner.

E. If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, as applicable. Evidence of inoculations can be provided by a statement/bill from veterinarian or staff of the humane society and must be provided before the executive of this agreement.

F. All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside it must be taken outside on a leash and kept off other Tenant's lawns. Also, all pets must wear collars with identification (owner's name) at all times. Pets without a collars will be picked-up immediately and transported to the Humane Society.

G. All authorized pet(s) must be under the control of an adult. **An unleashed pet, or one tied to a fixed object, is not under the control of an adult.** Pets which are unleashed, or leashed and unattended, on HA property will be impounded and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet and at the expense of the Tenant. Also, if a member of the HA staff has to take a pet to the Humane Society the Tenant will be charged $50 to cover the expense of taking the pet(s) to the Humane Society.

H. Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is reported to HA staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, HA staff may enter the unit and remove the pet and transfer the pet to the humane society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Tenant. In the case of an emergency, the HA will work with the resident to allow more that 24 hours for the resident to make accommodations for the pet.

I. Pet(s), as applicable, must be weighed by a veterinarian or staff of the humane society. A statement containing the weight of the pet must be provided to the HA prior to the execution of this agreement.

Note:
Any pet that is not fully grown must be weighed every six months. Weighing must be done by a veterinarian or humane society staff. Also, any pet that exceeds the weight limit at any time during occupancy will not be an eligible pet and must be removed from HA property.

2. Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of to avoid any unpleasant and unsanitary odor from being in the unit.

Table Library

3. Prohibited Animals: Animals that are considered vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, rottweiler, doberman pinscher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by a HA representative prior to the execution of this lease addendum.

4. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other tenants. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. This includes any pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for ½ hour or more to the disturbance of any person at any time of the day or night. The Housing Manager will terminate this authorization, if a pet disturbs other tenants under this section of the lease addendum. The Tenant will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.

5. If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem in the area of cleanliness and sanitation, the Housing Manager will notify the tenant, in writing, that the animal must be removed from the Public Housing Development, within 10 days of the date of the notice from the HA. If the pet may be a danger or threat to the safety and security of other persons the 10 days notice will be changed to upon receipt of the notice from the HA. The Tenant may request a hearing, which will be handled according to the HA's established grievance procedure. The pet may remain with the tenant during the hearing process unless the HA has determined that the pet may be a danger or threat to the safety and security of other persons. If this determination is made by the HA, the pet must be immediately removed from the unit upon receipt of the notice from the HA.

6. The Tenant is solely responsible for cleaning up the waste of the pet within the dwelling and on the grounds of the public housing development. If the pet is taken outside it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage. If the HA staff is required to clean any waste left by a pet, the Tenant will be charged $50 for the removal of the waste.

7. The Tenant shall have pets restrained so that maintenance can be performed in the apartment. The Tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Tenant shall be charged a fee of $50.00. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained will be impounded and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet and at the expense of the Tenant. Also, if a member of the HA staff has to take a pet to the Humane Society the Tenant will be charged an additional $50 to cover the expense of taking the pet(s) to the Humane Society. The housing authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.

1.Pets may not be bred or used for any commercial purposes.

Section II. SCHEDULE OF ANNUAL FEES AND INITIAL DEPOSIT

FEE AND DEPOSIT SCHEDULE

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

Type of Pet	Fee	Deposit
Dog	$150	$250
Cat	$100	$150
Fish Aquarium	$0	$0
Fish Bowl (Requires no power and no larger than two gallons)	$0	$0
Caged Pets	$75	$100

Table Library

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

The entire annual fee and deposit (subject to the exception listed below) must be paid prior to the execution of the lease addendum. No pet shall be allowed in the unit prior to the completion of the terms of this pet policy.

The annual fee shall be paid at the time of reexamination each year and all proof of inoculations and other requirements shall be made available to the HA at such time. The Annual Fee is not reimbursable. If the deposit is more than $100.00, the head of household may elect to pay $100.00 at the time of the signing of this addendum and make $50.00 per month payments until the total deposit is paid. The deposit made shall be utilized to offset damages caused by the pet and/or tenant. Any balance, if any, from the deposit will be refunded to the tenant. THERE SHALL BE NO REFUND OF THE ANNUAL FEE.

It shall be a serious violation of the lease for any tenant to have a pet without proper approval and without having complied with the terms of this policy. Such violation shall be considered to be a violation of paragraph IV (P) of the lease and the HA will issue a termination notice. The tenant will be entitled to a grievance hearing in accordance with the HA's grievance procedure.

RESIDENT ACKNOWLEDGMENT

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

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

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

I agree to accept full responsibility and will not hold liable (indemnify) the landlord for any claims by or injuries to third parties or their property caused by my pet(s).

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

I agree to pay a refundable pet deposit of $_____ to the HA. If the pet deposit exceeds $100.00, the deposit may be paid with an initial payment of $100.00, and the additional amount due in increments of $50 per month for _____ consecutive months. The $50.00 is due and payable with my rent and other charges. If I fail to make the total payment due, which shall include the pet deposit payment, rent and other charges, my lease will be terminated in accordance with the provisions of the dwelling lease and collection policy. The Annual Fee and Initial Deposit must be paid prior to the execution of this lease addendum. The pet deposit may

be used by the Landlord at the termination of the lease toward payment of any rent or toward payment of any other costs made necessary because of Tenant's occupancy of the premises. Otherwise, the pet deposit, or any balance remaining after final inspection, will be returned to the Tenant after the premises are vacated and all keys have been returned.

I agree and understand that violating this lease addendum will result in the removal of the pet(s) from the property of the HA and that I my not be allowed to own any type of pet in the future while being an occupant of the HA.

Head of Household Signature	Date
Housing Authority Representative Signature	Date

ATTACHMENT D

PET RULES AND REGULATIONS

Dwelling Lease Addendum

SYLACAUGA HOUSING AUTHORITY
of the City of Sylacauga, Alabama

Rules Governing Pet Ownership in Housing for Elderly or Handicapped Tenants:

I. INTRODUCTION AND PURPOSE:

(A) **INTRODUCTION:** The Sylacauga Housing Authority of the City of Sylacauga, Alabama (hereinafter referred to as "Landlord"), recognizing the rights of tenants in federally assisted rental Projects for the Elderly or Handicapped, owned and managed by the Landlord, to own or keep common household pets living in the dwelling unit of the Tenant, deems it desirable to prescribe reasonable rules and regulations to govern the keeping of said pets.

(B) **PURPOSE:** Consistent with the interest of the Landlord to insure the attaining of the goal of providing decent, safe and sanitary housing for the elderly or the handicapped, and maintenance of a decent, safe and sanitary living environment for existing and prospective tenants, and in protecting and preserving the physical condition of the Project and the financial interest of the Landlord therein, the Landlord has chosen to prescribe reasonable rules and regulations to govern the keeping of common household pets authorized in Housing for the Elderly or Handicapped in any Project of the Landlord, including any building within a mixed-use project, that was designated for occupancy by the elderly or handicapped at its inception, or, although not so designated, for which the Landlord gives preference in tenant selection.

II. DEFINITIONS:

(A) "Common household pet" means a domesticated animal, such as a dog, cat, bird or fish, that is traditionally kept in the house for pleasure, rather than for commercial purposes. This term does not include animals which are used to assist the handicapped.

(B) "Elderly or handicapped tenant" means an elderly or handicapped person or family as defined in part 24CFR 912.2 of section 227 of the Housing and Urban-Renewal Recovery Act of 1983 (12 U.S.C. 170ln-1).

(C) "Project for the Elderly or Handicapped" means any project assisted under the United States Housing Act of 1937.

III. EXCLUSION OF CERTAIN PETS FROM SYLAVON TOWERS PROJECT:

(A) **Exclusion of dogs and cats:** No tenant shall be permitted to keep a dog or cat in the Sylavon Towers Project owned by the Landlord. The Sylavon Towers Project consists of a multi-unit high-rise housing facility with interior hallways and corridors. The presence of dogs and/or cats in such hallways and corridors would, in the opinion of the Landlord, create an unsafe condition for the presence of those elderly or handicapped tenants who normally and commonly use the hallways and corridors in said Project; and the use of such hallways and corridors for the ingress, egress or exercise of such pets would detract from the living environment for existing and prospective tenants. Tenants shall be permitted to own or keep a common household pet other than a dog or cat, in accordance with all rules and regulations hereinafter set forth.

(B) In the event an elderly or handicapped tenant occupying a unit in the Sylavon Towers Project desires to own or keep a dog or cat, in accordance with applicable regulations, such tenant shall, upon application therefor, be allowed to transfer to some other unit designated for the elderly or handicapped. This transfer shall not be considered a convenience and no transfer fee will be charged to the tenant.

IV. APPLICATION AND REGISTRATION:

(A) **APPLICATION:** Any tenant authorized by the lease agreement to own or keep a common household pet, living in the dwelling unit of the Tenant, must make application therefor **PRIOR** to entry of any pet on the premises of the Landlord. The application must be in writing on a form prepared for said purpose by the Landlord and made available at the request of the Tenant; and the information required therein shall include, but not be limited to, the following:

1. Name of Tenant as set forth in the lease agreement.

2. Project name.

3. Dwelling unit number.

4. Date of current dwelling lease.

5. Description of pet:
    (a) Type
    (b) Breed
    (c) Color
    (d) Weight
    (e) Height
    (f) Approximate age
    (g) Estimated approximate weight and height at maturity
    (h) Source of ownership
    (i) Description of any known physical abnormalities

6. If you own a homeowner's or renter's insurance policy, the name of the insurance company or insurance agent.

7. Name, address and telephone number of two or more parties responsible for pet in absence of tenant.

(B) **REGISTRATION:** Within ten (10) days following submission of complete written application, as herein above required, Landlord shall notify tenant of (i) approval of the application conditional on compliance with the following registration requirements, or (ii) denial of approval and the reason or reasons therefor.

In the event of approval, the pet owner must register the pet **BEFORE** it is brought to the Project premises and must update the registration at least annually. Landlord may coordinate annual update with annual re-examination of tenant income. In addition, Tenant must:

1. **Inoculations:** Submit a certificate signed by a licensed veterinarian or a state or local authority empowered to inoculate animals, evidencing that the pet has received all inoculations required by applicable state and local laws.

2. **Sterilization:** In the case of dogs and cats, and any other warm-blooded mammal which would fit within the definition of "common household pet", evidence must be submitted that the pet has been spayed or neutered, as applicable.

3. **Deposit:** Pay a pet deposit in the sum of Three Hundred and No/100 ($300.00) Dollars, in addition to any other financial obligation of the Tenant; the Landlord may use the pet deposit to pay reasonable expenses directly attributable to the presence of the pet in the Project, including, but not limited to, the cost of repairs and replacement to, and fumigation of, the Tenant's dwelling unit. Landlord has taken into consideration anticipated costs of general cleaning expenses, fumigation costs, cleaning, defleaing, deticking and deodorizing carpets, doors, appliances, landscaping or other improvements on owner's property; painting expenses, carpet replacement, drapery replacement, carpentry expenses and boarding costs.

Tenant understands, however, that the payment of the pet deposit is not a limit on the Tenant's liability for property damages, cleaning, deodorization, defleaing, deticking, replacement and personal injuries for which the Tenant is or may be held liable. Payment for damages, repairs, cleaning, replacement, etc., is due immediately upon demand by the Landlord.

4. **Alternate Responsible Party:** Tenant must provide names, addresses and telephone numbers of two or more responsible parties whose duty is to care for the pet if the pet-owner is absent, incapacitated, dies or is otherwise unable to care for the pet. Tenant must provide written proof that the designated responsible parties are authorized and willing to represent Tenant to insure compliance with these rules and regulations.

5. **Additional Grounds for Denial of Approval:** Landlord may deny approval of tenant application in the event Landlord has reasonably determined that, based upon the Tenant's past habits and practices, the Tenant will be unable to keep the pet in compliance with the pet rules and regulations and other lease obligations. Temperament of the pet for which application is made by the Tenant may be considered as a factor in determining the prospective pet owner's ability to comply with the pet rules and regulations and other lease obligations. The project owner, however, may not refuse to approve the application of the Tenant based upon a determination that the Tenant is financially unable to care for the pet or that the pet is inappropriate, based upon the therapeutic value to the pet owner or the interests of the property or existing tenants.

V. GENERAL RULES AND REGULATIONS:

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(A) **SIZE AND WEIGHT RESTRICTIONS:**

1. No dog or cat may exceed the weight of twenty (20) pounds. The weight of any other pet shall not exceed two and one-half (2-1/2) pounds.

2. No pet cage or enclosure shall exceed in dimensions two feet in width, two feet in depth or two feet in height.

3. No fish aquarium shall exceed thirty (30) gallons in capacity. (Pet Deposit shall not be charged for fish aquariums meeting this size restriction. No larger aquariums will be approved. Limited to one aquarium per apartment).

(B) **DENSITY OF TENANTS AND PETS:** Each tenant shall be permitted only one pet per dwelling unit, except, however, fish. Tenant shall be permitted only one aquarium.

(C) **STANDARDS OF PET CARE:**

1. Pet owners are required to have dogs or cats spayed or neutered, as applicable. The birth of offspring shall be considered conclusive proof of violation of this requirement.

2. Pet owners are required to have cats declawed.

3. Tenants shall regularly and periodically treat pets for fleas, insects, parasites, lice, ticks, fungus, mange and any and all similar infestations or afflictions.

4. No tenant shall own or keep any pet which exhibits or has exhibited any vicious, violent or mean propensities. In the event any pet should attack, bite, scratch or otherwise viciously or violently injure or damage any person on the premises of the Landlord, it shall be considered conclusive proof of violation of this requirement.

5. **Prohibited Animals**: Animals or breeds of animals that are considered by the HA to be vicious and/or intimidating will not be allowed. Some examples that have a reputation of a vicious nature are: reptiles, rottweiler, doberman pinscher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by a HA representative prior to the execution of this lease addendum.

6. Tenant must comply with annual licensing and inoculation requirements established by applicable state and local laws. Tenant must maintain a complete written record of compliance with licensing and inoculation requirements.

7. In the event any authorized pet shall give birth to offspring, the number of which added to the authorized pet exceed the limit authorized by these rules, the Tenant shall immediately remove from the premises all of said unauthorized pets.

8. Tenant is prohibited from altering the dwelling unit, patio, porch or yard area to create an enclosure for any pet.

9. All dogs and cats must be appropriately and effectively restrained on a leash and under the control of a responsible individual at all times while outside the tenant unit.

10. All pets are prohibited from all common areas of the Project of Landlord, said areas intended to include, but not be limited to, lobbies, laundry rooms, social rooms, dining rooms, kitchens, rest rooms, offices, day care centers and maintenance shops; pets are prohibited from hallways and corridors outside the individual dwelling units, except for the limited purpose of ingress and egress to said individual dwelling units.

11. Birds must be confined to a cage at all times.

12. **Prohibited Activity**: Pet shall not disturb, interfere or diminish the peaceful enjoyment of other tenants. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. This includes any pet who makes noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more and therefore disturbs any person at any time of the day or night. The Housing Manager will terminate this authorization if a pet disturbs other tenants under this section of the lease addendum. The Tenant will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.

(D) **SANITATION AND SAFETY STANDARDS FOR DISPOSAL OF PET WASTE:**

1. **Dogs:** Tenant must regularly remove pet from the tenant unit to permit pet to exercise and deposit waste; Tenant must collect, remove and deposit all removable pet waste (fecal material) in suitable, sanitary waste receptacles.

2. **Cats:** (a) Tenant must require pets to deposit waste in an appropriate litter box.

(b) Litter in litter box must be completely changed and replaced at least twice each week. Soiled litter must be disposed of in a closed, plastic container and deposited in an outside garbage receptacle.

(c) Tenant must separate pet waste from litter at least once each day and dispose of waste in a suitable, sanitary, sealed, plastic container or sack and deposit in an outside garbage receptacle.

3. **Other:** Litter, disposable bedding and similar material in containers, cages or enclosures for all other animals shall be completely changed and replaced at least twice each week, and shall be disposed of in a suitable, sanitary, sealed, plastic container or sack and deposited in an outside garbage receptacle.

4. Tenant must take adequate precautions and measures as may be necessary to eliminate pet odor within and around tenant unit and shall maintain the unit in a sanitary condition at all times. Emanation of pet odor outside the confines of the dwelling unit, in hallways adjoining the dwelling unit or in adjoining dwelling units or areas, shall be conclusive proof of violation of this requirement.

5. The tenant is solely responsible for cleaning up the waste of the pet within the dwelling unit and on the premises of the public housing development. If the pet is taken outside, it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage receptacle for their unit. If the HA staff is required to clean any waste left by a pet, the Tenant will be charged $50 for the removal of the waste.

6. The Tenant shall have pets restrained so that maintenance can be performed in the apartment. The Tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals caged. If a maintenance person enters an apartment where an animal is not caged, maintenance shall not be performed, and the Tenant shall be charged a fee of $50. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged may be impounded by animal control officers or by HA staff and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff takes a pet to the Humane Society, the Tenant will be charged an additional $50 to cover the expense of taking the pet to the Humane Society. The housing authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.

7. Tenant shall not leave any pet unattended for a period of time exceeding twenty-four (24) hours.

8. In the event any pet is left unattended for a period of time exceeding twenty-four (24) hours, or becomes vicious, displays symptoms of severe illness or demonstrates other behavior that constitutes or appears to constitute an immediate threat to the health or safety of the tenants of the Project as a whole, Landlord is permitted entry to the tenant unit, if necessary, to remove the pet and place it in a facility that will provide care and shelter for a period not to exceed thirty (30) days.

(E) **PETS TEMPORARILY ON THE PREMISES:** Tenant is prohibited from owning or keeping any pet temporarily in the tenant unit or on the Project premises. Tenant is prohibited from feeding, housing or harboring stray animals. The feeding of a stray animal shall constitute temporary keeping of an animal and conclusive proof of violation of these rules and regulations.

VI. INSPECTIONS: In addition to other inspections permitted under the Tenant Lease or other provisions of these rules and regulations, Landlord may, after notice to Tenant, and during reasonable hours, enter and inspect the tenant unit in the event Landlord has reason to believe that the conduct or condition of a pet constitutes a violation of these rules and regulations, or is a nuisance or a threat to the health and safety of the occupants of the Project or other persons in the community.

VII. EMERGENCIES:

(A) **REMOVAL OF DANGEROUS PETS:** Landlord or his agent may enter the tenant unit, if necessary, remove a pet that is or has become vicious, displays symptoms of illness or demonstrates other behavior which may constitute an immediate threat to the health or safety of any person in the Project.

(B) **REMOVAL FOR PROTECTION OF PET AND UNIT:** Landlord or his agent may enter the tenant unit, if necessary, remove a pet if the health or safety of a pet or the condition of the tenant unit is

threatened by the death, incapacity or absence of Tenant, or by other factors that render the Tenant unable to care for the pet or unit.

(C) **COST FOLLOWING REMOVAL BY LANDLORD:** In the event a pet is removed under this Section VII, Landlord may place the pet in a facility which will provide care and shelter until Tenant is able to assume responsibility for the pet, but not longer than thirty (30) days. The cost of the animal care facility shall be the responsibility of and be borne by Tenant.

VIII. PRIORITY OF STATE OR LOCAL LAW: In the event any state or local law or regulation governing the care and/or handling of pets shall conflict with these rules and regulations, the state or local law or regulation shall apply and take priority over these rules and regulations.

IX. PUNISHMENT FOR VIOLATION: Violation of any pet rule or regulation shall be grounds for:

1. Termination of the right of Tenant to own or keep a pet registered hereunder;
2. Removal of the pet;
3. Termination of tenancy of Tenant; or
4. Any combination of the above.

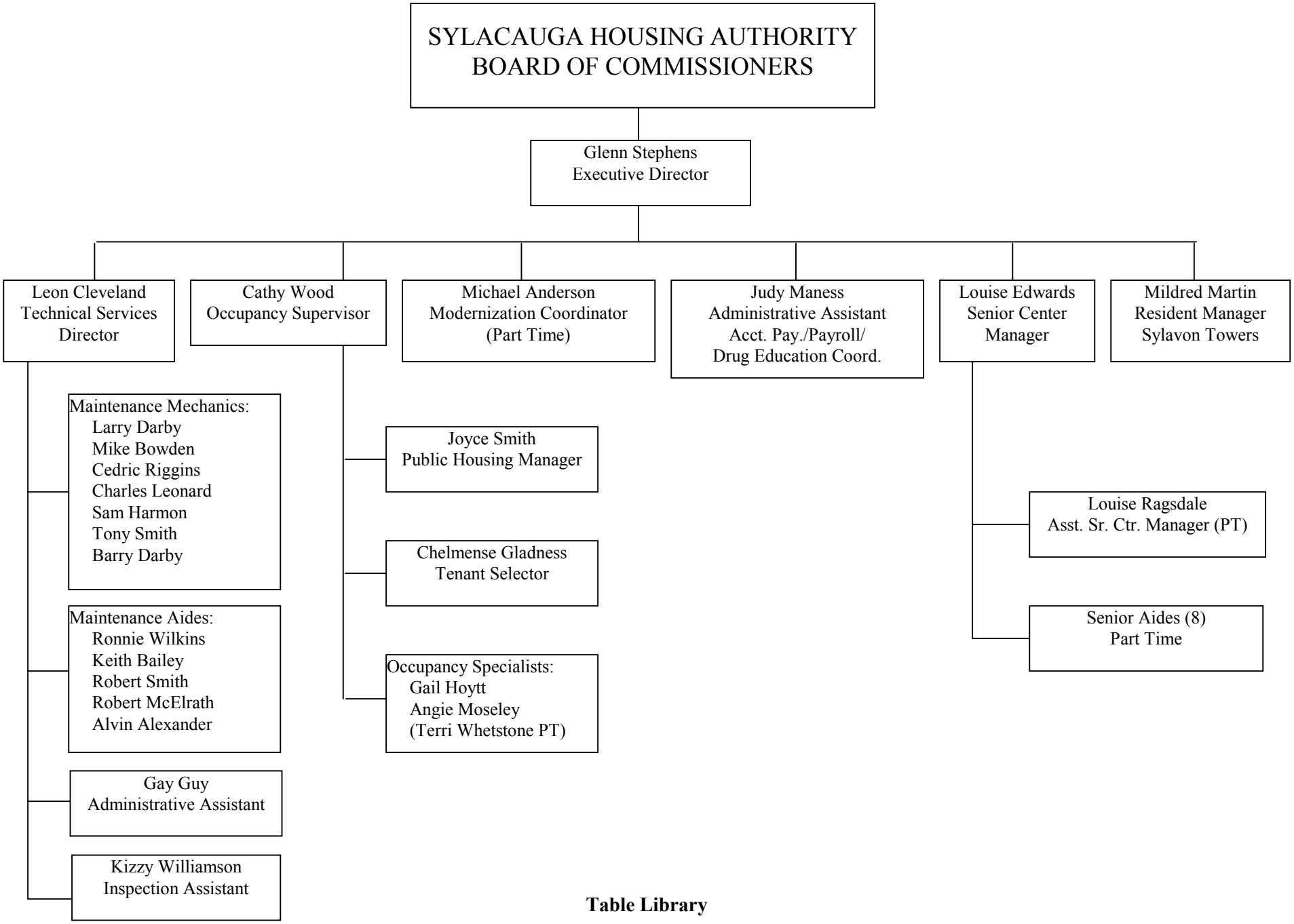
Termination of tenancy shall be handled in accordance with applicable Grievance and Hearing Procedures of Landlord.

X. AMENDMENT: Landlord may, from time to time, amend these rules and regulations upon written notification to each Elderly or Handicapped Tenant and, upon amendment, shall become a part hereof as if fully set forth herein.

XI. EFFECTIVE DATE: The effective date, as specified by the Department of Housing and Urban Development, is March 2, 1987 and revised April 2001.

(4/2001 Revision)

ATTACHMENT E



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