

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

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**ALEXANDER CITY HOUSING AUTHORITY  
ALEXANDER CITY, ALABAMA**

**PHA Plans  
5 Year Plan for Fiscal Years Ending 2002 - 2006  
Annual Plan for Fiscal Year Ending 2002**

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

**PHA Plan  
al174v02**

**PHA Name:** The Housing Authority of the City of Alexander City, Alabama

**PHA Number:** [AL174](#)

**PHA Fiscal Year Beginning:** [10/2001](#)

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2002 - 2006**  
[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:

Our mission is to provide decent, safe, and affordable housing for eligible low-income families and participate with outside sources that promote and provide family self-sufficiency and economic independence.

**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.*

NOTE:

This list includes a progress report on our 5 – Year Goals and Objectives. The progress report is italicized and in red. The blue and bold indicates our Objectives. We have also included additional goals and objectives under “Other”.

**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: **Plan to reduce vacancies through an aggressive plan to improve appearance, marketing and provide more**

**efficient services to our residents. Hope to accomplish a 10% reduction in average vacancy rate.**

*Average vacancy rate for fiscal year ended 9/30/2000 was 53. Current average vacancy rate as of July, 2001 for fiscal year ending 9/30/2001 is 52. Market conditions, in terms of lower demand, and strict enforcement of the Lease hinders us in regard to vacancies. However, the sites are quieter and much safer according to resident surveys.*

Leverage private or other public funds to create additional housing opportunities:

Acquire or build units or developments: **Plan to acquire one single family home each year for rehab and resell to eligible low-income families for homeownership.**  
*Current status: None so far.*

Other (list below)

PHA Goal: Improve the quality of assisted housing  
Objectives:

Improve public housing management: (PHAS score – 90 or above) **Maintain high-performer status.** *This was not accomplished for FYE 9/30/00. ACHA scored 88 on PHAS.*

Improve voucher management: (SEMAP score – 90 or above) **Maintain high-performer status.**

Increase customer satisfaction: **Conduct annual surveys of residents to determine areas of improvement needed and develop plan to put into effect to accomplish. Obtain customer service training.**  
*Resident surveys have been done and implemented. Training will be accomplished in 2001.*

Concentrate on efforts to improve specific management functions: **Improve maintenance delivery of services, communication with residents, neighborhood appearance and safety.**  
*This is being done on an ongoing basis.*

Renovate or modernize public housing units: **Will continue to apply for Capital Funds each year to carry out identified needs as identified in our 5-year Action plan.**  
*This has been done and implemented.*

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

- Other: **Will consider converting 0-BR units to 1-BR units at Gunter Circle Apartments depending on fund availability. Zeros are too small and are not appealing to residents.**

*This goal is still in the planning stages and we hope to do this over the next two years.*

- 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: **Continue to offer homeownership opportunities through our own homeownership plan for those participants who are interested and able. Continue to purchase units and rehab for resale to low-income families. This is being done.**
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: **Continue to assess needs of our Senior Citizens. Done on an on-going basis.**

#### **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: **Our goal is to meet the objectives of the Admissions and Continued Occupancy Policies (ACOP) and Section 34 of the Section 8 Administrative Plan. This is being done.**
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: **The Housing Authority will promote income mixing by implementing Section XI 3 D as outlined in our ACOP. This is being done.**
- Implement public housing security improvements: **The Housing Authority will continue to provide the Investigator's Program**

**through the Drug Elimination Program and the Capital Fund Program.**

*This is being done.*

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities): **Plan to designate Mallory Circle, 43 units, as designated housing for the elderly and persons with disabilities. The Housing Authority will submit application to DHUD for this purpose.**

*Have applied to DHUD, Special Applications Center. Received a response by phone on June 21, 2001. It is in process and should hear soon. Sent a copy to the Birmingham Area Office as instructed.*

- Other: **Continue to support the Boys and Girls Club at our two present locations to provide an alternative for youth in our neighborhoods.**

*This is being done through Drug Elimination funds and Capital Fund monies.*

**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: **The Housing Authority has in the past and will continue in the future to hire residents, as needed, as temporary labor to train in our Maintenance, Administration and Modernization Departments and then move on to a permanent job here or elsewhere. We will also work with the local community college to provide GED classes at our sites or at the college assuming interest, programs and funding are available.**  
*This past year, FYE 9/30/2000, we hired one resident as a maintenance laborer. This resident worked as a temporary and when the need for this position became fulltime, we hired him.*
- Provide or attract supportive services to increase independence for the elderly or families with disabilities: **Through City and other local supportive services, we will make our facilities available for these groups on an as-needed basis to provide their services to our residents. Medical, transportation, Meals on Wheels, etc. We provide handicapped accessible units to all eligible families and other handicapped needs as necessary or requested.**
- 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: **The Housing Authority promotes fair housing for all applicants and residents. We will not tolerate any type of discrimination because of a person's race, color, religion, sex or national origin. The Housing Authority works with local agencies to promote equal opportunity and affirmative action for all eligible low-income families.**
  - 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: **The Housing Authority will follow its admissions policies to insure that all applicants are housed on a non-discriminatory basis in the Public Housing and Section 8 programs administered by the Authority.**
  - 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:

**Five Year Goal:** Establish a Marketing and Public Relations Program to improve and enhance the image of the Alexander City Housing Authority in the community and increase occupancy.

### Annual Objectives:

→ By October 30, 2001, the Administrator, in consultation with the Board of Commissioners, will determine the type Public Relations/Marketing Program needed.

→ By March 30, 2002, the Administrator will hire a consultant to assist in the development of the Program and set objectives for the program.

→ By September 30, 2002, the Alexander City Housing Authority will implement the plan in the community and monitor results and progress.

**Five Year Goal:** The Alexander City Housing Authority has always been interested in the appearance of its properties. In order to enhance the appearance and improve market appeal, we will employ a landscape architect to develop an overall landscape plan for the Housing Authority. In addition, we will improve signage and mailbox delivery areas. Playground areas will be improved by replacement and/or improvement of playground equipment and grounds.

**Annual Objectives:**

- By October 1, 2001, the Alexander City Housing Authority will employ a landscape architect to develop plans for all sites.
- By March 1, 2002, the plans will be complete and the Housing Authority will advertise for bids for installation and implementation of the plan in phases.
- By May 1, 2002, a contractor will be selected and approved by the Board and work will commence. Work will be done in phases based on fund availability in the Capital Fund Program over the next three years.
- During the non-growing season (October – March), the Housing Authority's landscape team will maintain the property in accordance with the Plan.

**Five Year Goal:** The Alexander City Housing Authority will strive to improve customer service skills through education and professional development of all staff. Will bring in professional organization and/or programs to train employees in their interaction with our residents and other clients.

**Annual Objectives**

- By January 15, 2002, the Administrator will determine the method of training and the most qualified organizations available to provide the kind of training we need.
- By February 1, 2002, a Request for Proposals will be mailed to qualified organizations to do the training.
- By April 15, 2002, a qualified organization will be selected by the Administrator and approved by the Board.

- By October 30, 2002 the training will be complete and in operation. The Administrator, in cooperation with the contractor, will establish a monitoring program that will evaluate the staff's progress through their interaction with the residents.

Five Year Goal: In an effort to improve management operations, the Alexander City Housing Authority will develop plans to review all aspects of the Agency's program operations in order to determine any weaknesses. Once weaknesses are discovered, plans will be developed and implemented to correct.

Annual Objectives:

- By March 1, 2002, the Alexander City Housing Authority will develop a Request for Proposals to review the Public Housing Program, Section 8 Program.
- By June 30, 2002, Proposals will be solicited and a qualified consultant retained to review the program areas.
- By January 30, 2003, the review will be completed and recommendations implemented to improve operations.



**ALEXANDER CITY HOUSING AUTHORITY**  
**Annual PHA Plan**  
**PHA Fiscal Year 2002**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

**Table of Contents**  
**Annual Plan**

	<u>Page #</u>
i. Executive Summary	9
ii. Table of Contents	10
1. Housing Needs	15
2. Financial Resources	23
3. Policies on Eligibility, Selection and Admissions	25
4. Rent Determination Policies	37
5. Operations and Management Policies	43
6. Grievance Procedures	46
7. Capital Improvement Needs	47
8. Demolition and Disposition	49
9. Designation of Housing	51
10. Conversions of Public Housing	52
11. Homeownership	54
12. Community Service Programs	56
13. Crime and Safety	60
14. Pets	63
15. Civil Rights Certifications (included with PHA Plan Certifications)	63
16. Audit	63
17. Asset Management	64
18. Other Information	64

## 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:	Page #
ATTACHMENT A – COMMUNITY SERVICE REQUIREMENTS	69
ATTACHMENT B – PET POLICY	69
ATTACHMENT C – RESIDENT MEMBERSHIP ON GOVERNING BOARD	70
ATTACHMENT D – MEMBERS OF RESIDENT ADVISORY BOARD	70
ATTACHMENT E – DECONCENTRATION	71
ATTACHMENT F – CAPITAL FUND	72
ATTACHMENT G – PHDEP	86
ATTACHMENT H – RESIDENT ASSESSMENT – FOLLOW-UP PLAN 2000	98
ATTACHMENT I -	100

- Admissions Policy for Deconcentration: *This policy is located in the Housing Authority's Admission and Continued Occupancy Policies (ACOP) under Section XI 3 D.*
- FY 2000 Capital Fund Program Annual Statement *ATTACHMENT F*
- 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 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan: *ATTACHMENT G*
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) : *Included in PHA Plan.*
- Other: (List below, providing each attachment name)  
 Implementation of Public Housing Resident Community Service Requirements- *ATTACHMENT A*  
 Pet Policy – *ATTACHMENT B*

Progress Report: *The progress report for each goal and objective in the current 5-Year Plan is provided in a statement following each.*

Resident Member of the PHA Governing Board – *ATTACHMENT C*

Membership of the Resident Advisory Board – *ATTACHMENT D*

**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**

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance</i> ; Notice and any further HUD guidance) and 2. Documentation of the required deconcentration	Annual Plan: Eligibility, Selection, and Admissions Policies  2001 Annual Plan

**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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Over all	Affor d- abilit y	Supp ly	Quali ty	Acce ss- ibilit y	Size	Loca -tion
Income <= 30% of AMI	535						
Income >30% but <=50% of AMI	378						
Income >50% but <80% of AMI	462						
Elderly	666						
Families with Disabilities							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study

Indicate year: 2000

Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	44		
Extremely low income <=30% AMI	19		
Very low income (>30% but <=50% AMI)	20		
Low income (>50% but <80% AMI)	5		
Families with	17		

Housing Needs of Families on the Waiting List			
children			
Elderly families	3		
Families with Disabilities	11		
Race/ethnicity (1)	16		
Race/ethnicity (2)	28		
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	16	57%	
2 BR	7	25	
3 BR	4	14	
4 BR	0	0	
5 BR	1	4	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (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

Our No. 1 problem is the number of vacancies we are averaging. There is no shortage of Public Housing in Alexander City. We will continue to improve our services to residents and potential eligible populations in order to improve the vacancy loss.

- 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 assistance.
- 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. *We have submitted a request to the DHUD to designate 43 units at Mallory Circle located at Jefferson Heights. Have not received a reply to our request as of this date.*
- 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. *Same as above.*
- 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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	\$1,039,641.00	Operations
b) Public Housing Capital Fund	\$992,154.00	Modernization/Operations
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$771,552.00	Section 8 Vouchers
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$117,195.00	Investigators/Boys & Girls Club
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Capital Fund, 2000, Project #	\$0	
<b>3. Public Housing Dwelling Rental Income</b>	\$665,930.00	Operations

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>4. Other income</b> (list below)		
Interest on General Fund Investments	\$40,070.00	Operations
Excess Utilities/Misc.	\$87,480.00	Operations
<b>5. Non-federal sources</b> (list below)		
<b>Total resources</b>	\$3,714,022.00	

**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: *Due to our low number of applications, we verify and process applications immediately.*

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: *Based on previous tenancy with the Housing Authority.*
- Other: *Declaration of Citizenship, Owes monies to another Federally subsidized housing program, Subject to lifetime registration requirement under state sex offender registration and /or committed acts which constitute fraud during the application process.*

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

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

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

**(2)Waiting List Organization**

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

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

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

- PHA main administrative office: *2110 County Road, Alexander City, Alabama*
- 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? *Based on recent history, the majority of all new admissions are at or below 30% of AMI.*

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)

- 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: *Resident Guidebook, Orientation Video*

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: *Income change.*

**(6) Deconcentration and Income Mixing** (See Attachment E)

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): *Covered in ACOP.*  
*Springhill Community*  
*Laurel Heights Community*

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:  
*Springhill Community*  
*Laurel Heights Community*

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

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

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other: *For additional information on screening factors please refer to Section X of the Section 8 Administrative Plan.*

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: *If known, the family history of tenancy at the Housing Authority or other residence.*

### (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: *Refer to Section XIII, E (2), Section 8 Administrative Plan.*

**(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? *Flat rents and minimum rents.*

3. If yes to question 2, list these policies below: *Refer to Section XVIII, Paragraph 7, page 38 of the ACOP.*

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: *The Housing Authority has adopted flat rents which can be used if the tenant chooses in lieu of an income based rent of 30% of adjusted income. The flat rents adopted by the Authority are: Non-Elderly 0 Br \$151; 1 Br \$195; 2 Br \$236; 3 Br \$283; 4 Br \$327; 5 Br \$376\*\*\*\*\* Elderly 0 Br \$183;*

1 Br \$283; 2 Br \$286

*These flat rents were adopted and effective 10/1/99.*

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: *Reference Section IV #25-----Income Exclusions of the ACOP*

For increases in earned income: *Reference Section IV #25-----Income exclusions of the ACOP*

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)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase or decrease.
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other:

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

## **(2) Flat Rents**

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

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

## **B. Section 8 Tenant-Based Assistance**

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- 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? *Refer to Section XXII, paragraph 6, page 53 of the Section 8 Administrative Plan.*

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**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 available for review at the Main Office.  
 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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	477	
Section 8 Vouchers	265	
Section 8 Certificates	NA	
Section 8 Mod Rehab	NA	
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	
Public Housing Drug Elimination Program (PHDEP)	477	
Other Federal Programs(list individually)	NA	


**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.

- Public Housing Maintenance and Management:
  - Admission and Continued Occupancy*
  - Pet Policy*
  - Dwelling Lease*
  - Grievance Procedure*
  - Maintenance Plan*
  - Capitalization of Equipment*
  - Investment Policy*
  - Travel Policy*
  - Rent Collection Policy*
  - Procurement Policy*
  - Personnel Policy*
  - Trespass Policy*

→ Section 8 Management: *Section 8 Administrative Plan*

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below: *The Housing Authority has defined “promptly” to mean within five business days from the date of mailing. (Ref. Section II G of the Grievance Prodedure.)*

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: *2110 County Road, Alexander City, Alabama*  
 PHA development management offices  
 Other (list below)

**B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below: *The Housing Authority specified the number of days an applicant has to request an Informal Review and the number of days a participant has to request an Informal Hearing. (Ref. Sections 1 and 2B of the Section 8 Applicant Informal Review and Participant Informal Hearing Procedure.)*

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: *2110 County Road, Alexander City, Alabama*

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 F.

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

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

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

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

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

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

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/>

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <i>Jefferson Heights (Mallory Circle)</i>
1b. Development (project) number: <i>AL174</i>
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, <b>submitted</b> , or planned for submission: <i>(12/18/00)</i>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: <i>43</i>
7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development

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 (1)]

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

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 11/06/2000

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- Public housing admissions policies

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Homeownership Program</i>	<i>3 families</i>	<i>First-come</i>	<i>Main Office</i>	<i>Both</i>
<i>GED</i>	<i>10</i>	<i>All eligible applicants</i>	<i>Main Office</i>	<i>Both</i>

<i>Resident On-the-Job Training</i>	<i>2</i>	<i>All residents</i>	<i>Main Office</i>	<i>Public Housing</i>

**(2) Family Self Sufficiency program/s**

a. Participation Description

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

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

If no, list steps the PHA will take below:

### C. Welfare Benefit Reductions

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

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

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

### 13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other: *The Housing Authority feels that we are addressing the safety issues of our residents. Through the employment of two investigators and the support of the Boys and Girls Clubs we cover a broad range of safety issues. The children's time is occupied through daily support the club offers and they experience good quality time through the programs that are offered. The Investigators work 12 hour shifts, on 4 days and off 4 days, 7 days per week. Excellent cooperation with the County Sheriff's Department and the Alexander City Police Department provide extended coverage for all sites.*

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)

*Springhill  
Laurel Heights*

**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: *Boys and Girls Club located at two sites.*
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors: *At-risk youth.*
- Volunteer Resident Patrol/Block Watchers Program
- Other: *Refer to 13 A-1 above.*

2. Which developments are most affected? *Springhill and Laurel Heights*

**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? *Springhill and Laurel Heights*

**D. Additional information as required by PHDEP/PHDEP Plan**

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?  
 Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?  
 Yes  No: This PHDEP Plan is an Attachment. (*Attachment: G*)

#### **14. PET POLICY**

[24 CFR Part 903.7 9 (n)]

*The Housing Authority adopted a new Pet Policy effective 10/1/00 for all residents.*

#### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

#### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

**17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

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

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

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

**18. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board Recommendations**

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

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

Attached at Attachment (File name)

Provided below:

1. Provide magnet refrigerator stickers (maintenance phone number) for each household.
2. Follow-up request by Adams Court senior citizens regarding installation of washers and dryers.
3. Follow-up on screen door sweeper for elderly sections.
4. Follow-up on identification issue for contract workers.

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)

At this time we will do all requested items with the exception of #2. This is still under consideration.

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

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

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

### 3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

#### b. Eligible candidates: (select one)

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

#### c. Eligible voters: (select all that apply)

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

### C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: *Alabama Department of Economic and Community Affairs. The City of Alexander City does not have a Consolidated Plan.*

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

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

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

**D. Other Information Required by HUD**

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



## Attachments

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

### **Attachment al 174a01 “Implementation of Public Housing Resident Community Service Requirements”**

*The Alexander City Housing Authority has fully implemented the community service requirements. Since our fiscal year starts October 1, we have revised our ACOP and our Lease, written the administrative procedures, notified the residents and entered into an agreement with the local TANF Agency. We made the decision to administer the program ourselves due to our personal contact with each tenant at reexam. At that time we cover the policy and the requirements with those affected and fully explain their responsibilities. They are given a list of those opportunities available to them in the community to fulfill the requirements and if they need any assistance we provide it to them through our resident relations department. If a resident does not comply with the requirements we have a written policy and procedure to deal with noncompliance.*

*A copy of the Lease, ACOP and the Community Service Policy along with all housing authority policies are available on site at the central office located at 2110 County Rd., Alexander City, Alabama.*

### **Attachment al174b01 “Pet Policy”**

*The Alexander City Housing Authority has an adopted Pet Policy in effect. All residents who apply for a pet must read or have read to them the complete policy and sign it before move-in. The kinds of pets, and deposits, restrictions, immunizations, inoculations etc. are all spelled out in the policy.*

*A copy of the full policy is available at the central office located at 2110 County Rd., Alexander City, Alabama.*

***Attachment al174c01 “Resident Membership of the PHA Governing Board”***

*The resident commissioner for the Alexander City Housing Authority was appointed by the Mayor of Alexander City. Mrs. Eula Smith, who has lived with us for 18 years, was appointed in January, 2000 for a 5-year appointment ending January 2004.*

***Attachment al174d01 “Membership of the Resident Advisory Board”***

*The Resident Advisory Board members are as follows:*

<i>Ressie Thomas</i>	<i>Linda Spradley</i>	<i>Rebecca Lewis</i>
<i>636-B Adams Court</i>	<i>1315-A K Street</i>	<i>831-A Gunter</i>
		<i>Circle</i>
<i>Eula Smith</i>	<i>Helen McKay</i>	
<i>883-B Mallory Circle</i>	<i>672-D Adams Court</i>	<i>Elizabeth Whatley</i>
		<i>680-C Adams</i>
<i>Celeste Calhoun</i>	<i>Carol Woodring</i>	<i>Court</i>
<i>759-B Celia Circle</i>	<i>1410-D Gunter Circle</i>	
		<i>Queen Harris</i>

Angela Leverette  
856-B Mallory Circle

Virginia Robinson  
Gunter Circle

636-D Adams  
Court

Ms. Jennifer Gates  
(Section 8 Program)

Ms. Louise Foster  
Gunter Circle

Ms. Mary Powell  
Gunter Circle

***Attachment al174e01 “Deconcentration of Poverty and Income Mixing***

*This is in response to NOTICE PIH 2001-4 (HA), para. A. 2.*

*Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? YES.*

*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. NO.*

*The ACHA has only one covered development. That is Project 174-1. The average income of 174-1 as of 2/23/01 was \$8,508. The adjustment factor at that time was 1.10 The adjusted average income was \$7,735.*

*The adjusted average income of \$7735 divided by the average income of \$8508 times 100 = 87%.*

*The development is within the Established Income Range.*

**ATTACHMENT al174f01**

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> ALEXANDER CITY ALABAMA HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b>  9/2002	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	159,676.00			
4	1410 Administration	49,225.00			
5	1411 Audit	1,500.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	70,000.00			
10	1460 Dwelling Structures	624,164.00			
11	1465.1 Dwelling Equipment— Nonexpendable	73,089.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	14,500.00			
14	1485 Demolition				

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

<b>PHA Name:</b> ALEXANDER CITY ALABAMA HOUSING AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  9/2002
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	992,154.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Alexander City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:			Federal FY of Grant: 9/2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 174-1	Remodel 80 apartments:							
SPRINGHILL & LAUREL	Remove existing climate system							
	Install new HVAC, water heater, oven, refrigerator, wire for CTV and phone, paint unit, related electrical. Clean up and debris removal.	1460	80	517,164.				
	Install new under slab plumbing @ 5 units	1460	5	5,500.00				
	Landscape/drainage design and repair	1450		50,000.00				

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

PHA Name: Alexander City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 9/2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 174-1	Remodel 80 apartments: Playground Equipment	1475		10,000.00				
AL 174-2 GUNTER CIRCLE	Remodel 25 Kitchens: Replace Counter tops, sinks, faucets, floors, refinish cabinets, paint unit.	1460	25	76,500.00				
	Landscape/drainage design and repair.	1450		10,000.00				
	Convert 0 bedrooms to 1 bedrooms	1460	1	10,000.00				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Alexander City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:				Federal FY of Grant: 9/2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 174-1	Remodel 80 apartments:							
AL 174-4 Jefferson Heights	Landscape/drainage design and repairs	1450		10,000.00				

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

PHA Name: Alexander City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 9/2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
AL 174-1	Remodel 80 apartments:			Original	Revised	Funds Obligated	Funds Expended	
PHA WIDE	Replace 120 ovens and refrigerators	1465 .1	120	73,089.00				
	Boys and Girls Club	1408		100,000.0				
	Computer needs	1408		12,500.00				
	Investigator Salaries	1408	2	42,676.00				
	Communication Equipment	1408		4,500.00				
	Marketing/Public Relations	1408	1	15,000.00				
ADMIN.	Mod. Coord. Salary	1410		49,225.00				
ADMIN.	Audit	1411		1,500.00				
ADMIN.	Copier	1475		4,500.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Alexander City Housing Authority			Grant Type and Number Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:			Federal FY of Grant: 9/2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 174-1	Remodel 80 apartments:							

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule		
PHA Name: Alexander City Housing Authority	Grant Type and Number Capital Fund Program No: AL09P17450101 Replacement Housing Factor No:	Federal FY of Grant: 9/2002

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
AL 174-1	3/31/02			3/31/2003			
AL 174-2	3/31/02			3/31/2003			
AL 174-4	3/31/02			3/31/2003			
PHA WIDE	3/31/02			9/30/2003			



**Capital Fund Program Five-Year Action Plan**

Part I: Summary

PHA Name Alexander City Housing Authority		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/H A-Wide	Year 1 2002	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 9/30/03	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 9/30/04	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 9/30/05	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 9/30/06
	Annual State ment				
174-1 Springhill/Laurel		\$705,000	\$1,033,800	\$295,000	\$377,000
174-2 Gunter Cir.		165,000	20,000	120,000	42,000
174-4 Jefferson		30,000	81,200	209,000	231,000
PHA Wide		470,000	160,000	368,000	230,000
CFP Funds Listed for 5-year planning		\$1,370,000	\$1,295,000	\$992,000	\$880,000

Replacement  
Housing Factor  
Funds



Capital Fund Program Five-Year Action Plan

**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2003 PHA FY: 9/30/03			Activities for Year: <u>3</u> FFY Grant: 2004 PHA FY: 9/30/04		
9/30/02	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>	174-1 Springhill & Laurel	R/R Roofing (190 units) Laurel	\$450,000	174-1 Springhill/Laurel	R/R Roofing (160 units) Springhill	\$378,800
<b>Annual</b>	“	R/R Kitchen Plumbing(50 units)	75,000	“	R/R Kitchen Plumbing (50 units)	100,000
<b>Statement</b>	“	Construct Postal Bldg.	25,000	“	R/R Landscape & Drainage	30,000
	“	R/R Landscape & Drainage	40,000	“	R/R Flooring (350 units)	525,000
		Rewire 50 units	115,000		SUBTOTAL	\$1,033,,800
		SUBTOTAL	\$705,000			
	174-2 Gunter Cir.	R/R Roofing (50 units)	\$45,000	174-2 Gunter Cir.	Landscape & Drainage	\$20,000
	“	R/R Ext. Doors (100 doors)	20,000		SUBTOTAL	\$20,000
	“	Convert “0” Br. To “1” Br (5-Units)	100,000	174- Jefferson Heights	R/R Ext. Doors (77) Add Parking Community Bldg.	\$35,000
		SUBTOTAL	\$165,000		SUBTOTAL	\$81,200

	174-4 Jefferson Heights	Site Improvement	\$30,000	PHA WIDE	Security	\$100,000
		SUBTOTAL	\$30,000		Management	60,000
					SUBTOTAL	\$160,000
	PHA WIDE	Security	\$100,000			
		Computer System	35,000			
		Vehicle	35,000			
		Copiers(2)	25,000			
		Mgt/Consultant	15,000			
		B&GC	260,000			
		SUBTOTAL	470,000			
Total CFP Estimated Cost			\$1,370,000			\$1,295,000

**R/R = Remove and Replace**

Capital Fund Program Five-Year Action Plan

**Part II: Supporting Pages—Work Activities**

Activities for Year : <u>4</u> FFY Grant: 2005 PHA FY: 9/30/05			Activities for Year: <u>5</u> FFY Grant: 2006 PHA FY: 9/30/06		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
174-1 Springhill & Laurel	R/R Kitchen Cabinets (100units)	\$220,000	174-1 Springhill & Laurel	R/R Cabinets	\$220,000
“	Add Parking Bays (50 units)	75,000		Site Improvements	42,000
	SUBTOTAL	\$295,000		Rewire 50 units	115,000
				SUBTOTAL	\$377,000

174-2 Gunter Cir.	Landscape & Drainage	\$20,000	174-2 Gunter Cir.	Refurbish Comm. Bldg.	\$36,000
	Convert "0" BR to "1" BR (5)	100,000		Site Improvements	6,000
	SUBTOTAL	\$120,000		SUBTOTAL	\$42,000
174-4 Jefferson Heights	R/R Roofing (77units)	\$154,000	174-4 Jefferson Heights	R/R Flooring (77 units)	\$92,400
	Refurbish Comm. Bldg.	55,000		R/R Cabinets	138,600
	SUBTOTAL	209,000		SUBTOTAL	\$231,000
PHA WIDE	Vehicle	\$35,000	PHA WIDE	Vehicle	\$35,000
	Storage Bldg.	43,000		Computer Equip.	25,000
	R/R Carpet Admin.	21,000		Communication Equip.	10,000
	Office Furniture	19,000		Security	100,000
	B&GC	200,000		Mtg. Needs	60,000
	Mgt. Needs	50,000		SUBTOTAL	\$230,000
	SUBTOTAL	\$368,000			
Total CFP Estimated Cost		\$992,000			\$889,000

## ATTACHMENT al174g01 PHDEP

### 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 \$117,195**

**B. Eligibility type (Indicate with an "x")**      N1 \_\_\_\_\_ N2 \_\_\_\_\_ R \_\_\_\_\_

**C. FFY in which funding is requested: FY/01**

**D. Executive Summary of Annual PHDEP Plan**

(9130) - Housing Authority Investigators along with local law enforcement will combine resources to combat illegal drug and gang activity. Investigators will utilize innovative techniques such as Community Police (foot patrol, door-to-door contacts, community meetings, neighborhood watch functions) and other methods to accomplish goal(s). Investigators continue to enhance screening and investigative techniques in reducing the potential for criminal activity. Investigators will continue to maintain up-to-date documentation on all court proceedings related to evictions.

(9160) - Boys and Girls Clubs - The Clubs will provide a safe and productive environment for at-risk youth residing in Public Housing and the Community at large. Clubs will provide adequate instructions in the sportsmanship, after-school tutoring, leadership, community and personal responsibility. Clubs will introduce at-risk youth to cultural and societal differences and how these difference influences may have a positive influence on their life. Clubs will also maintain proper documentation related to daily activities and various program evaluations.

**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.

<b>PHDEP Target Areas (Name of development(s) or site)</b>	<b>Total # of Units within the PHDEP Target Area(s)</b>	<b>Total Population to be Served within the PHDEP Target Area(s)</b>
Springhill Community 174-1	350	702

Gunter Circle Community 174-2	50	50
Adams Court Community 174-4	77	123

**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	\$200,000	AL09DEP1740195	0	None	09/30/97
FY 1996	\$235,000	AL09DEP1740196	0	None	09/30/98
FY 1997	\$143,100	AL09DEP1740197	0	None	06/30/99
FY1998	\$143,100	AL09DEP1740198	0	None	12/31/99
FY 1999	\$104,912	AL08DEP1740199	\$98,757.04	None	02/01/01

**Section 2: PHDEP Plan Goals and Budget**

**A. PHDEP Plan Summary**

Alexander City Housing Authority's ultimate goal is to eliminate the potential for criminal activity in each of its public housing communities. Public Housing communities require a police-friendly atmosphere. This is accomplished utilizing Community Police techniques. Reducing crime begins with a sound screening method. By screening each applicant at move-in, the potential for problem tenants is reduced greatly. In addition to screening, unscheduled foot patrols present an element of surprise to potential criminals. Activities such Neighborhood Watch, Community Meetings, an open door policy along with ready-access to all tenants help in creating a police-friendly atmosphere. Additionally, partnering with local law enforcement broadens the efforts of the Authority and enhances knowledge of unsuspected criminal activities. By partnering with local businesses the Boys and Girls Clubs will draw on many resources that introduces at-risk youth to a variety of settings. The Boys and Girls Clubs places its focus on creating a positive atmosphere and learning environment for at-risk youth. Youth will take advantage of computer training, awareness of self esteem issues, self responsibility, daily tutoring at the clubs learning center, planned community activities, sports, and being exposed to cultural, social differences. All programming will maintain an evaluation period.

#### **B. PHDEP Budget Summary**

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

FY 2002 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	\$58,597
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention - Boys and Girls Clubs	\$58,597
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
<b>TOTAL PHDEP FUNDING</b>	117,195

**A. 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: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

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

<b>9130 - Employment of Investigators</b>						<b>Total PHDEP Funding: \$58,597</b>	
Goal(s)	Provide safe communities by reducing the potential for crime. Reduce crime by 2%						
Objectives	1) Screen each applicant, 2) Respond to police calls, 3) Hold meetings, 4) Create Watch areas.						
Proposed Activities: Tenant Screening, Neighborhood Watch,	# of Persons	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source )	Performance Indicators

Community Policing	Served			e Date		t /Source )	
1. Investigators			10/01/01	09/30/02	\$58,597		
2.							
3.							

<b>9140 - Voluntary Tenant Patrol</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Person s Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amoun t /Source )	Performance Indicators
1.							
2.							
3.							

<b>9150 - Physical Improvements</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							

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

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$58,957</b>		
Goal(s)	Provide quality programming and enroll 25% at-risk youth in educational and cultural activities.						
Objectives	Educate through tutoring, drug education & home work programs, computer training and sports.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source )	Performance Indicators
1.Boys and Girls Clubs	369	174-1, 2 and 4	10/01/01	09/30/02	\$58,975		
2.							
3.							

<b>9170 - Drug Intervention</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source )	Performance Indicators
1.							
2.							
3.							

<b>9180 - Drug Treatment</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source )	Performance Indicators
1.							
2.							

3.							
----	--	--	--	--	--	--	--

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

**Section 3: Expenditure/Obligation Milestones**

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

Budget Line Item #	25% Expenditure of Total Grant	Total PHDEP Funding Expended (sum)	50% Obligation of Total Grant	Total PHDEP Funding Obligated (sum)
--------------------	--------------------------------	------------------------------------	-------------------------------	-------------------------------------

	<b>Funds By Activity #</b>	<b>of the activities)</b>	<b>Funds by Activity #</b>	<b>of the activities)</b>
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130		100%		
9140				
9150				
9160		100%		
9170				
9180				
9190				
<b>TOTAL</b>		\$117,195		\$117,195

**Section 4: Certifications**

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

## Attachment al174h01

### RESIDENT ASSESSMENT – FOLLOW-UP PLAN 2000

The following follow-up plan addresses Communication, Safety and Neighborhood Appearance. Implementation of this plan is immediate. Review will take place as needed and all changes will be subject to the Administrator's approval.

#### SAFETY:

- Increase lighting in key areas and make sure all parking areas are fully lighted for safety reasons.
- Provide advertising for on-site Community Policing efforts. Make sure tenants are aware of what efforts are taking place.
- Continue Neighborhood Watch program efforts.
- Place Neighborhood Watch stickers in windows and other highly visible areas of apartment.

#### NEIGHBORHOOD APPEARANCE:

- Sites are to be monitored and addressed daily.
- Remove all abandoned vehicles as needed.
- Remove graffiti as soon as discovered.
- Upgrade playground areas.
- Conduct survey and get feed-back from tenants regarding grounds up-keep.

## COMMUNICATION:

- Implement aggressive marketing strategy utilizing the local printed media on a regular basis. Promoting unit size and benefits of residing in public housing, the addition of central air-conditioning, recreational outlets for kids, after-school program (Community Action Day care and the Boys and Girls Club).
- Utilize new and enhanced telephone communications system to inform tenants of events, re-exams, maintenance updates and other general information.
- Continue providing monthly news brief to each public housing unit.
- Re-issue each applicant informational material such as resident guidebooks and other material not issued on a regular basis.
- Encourage each tenant at move-in to participate in neighborhood watch and community meetings and respond to questions in a timely manner.
- During Resident Relations Bi-yearly random inspections, discuss issues and policies that are important to tenants. Document concerns for review.
- Authority staff to discuss issues important to tenant during training sessions (professional development).
- Continue to inform each tenant of educational opportunities that lead to improved self-esteem and economic self-sufficiency.
- Continue providing flyers on a frequent basis (meetings).
- Tenants will be provided with names of their Community Representatives who may assist in tenant related issues.
- Provide tenants with suggestion/payment box outside of Authority office.
- Authority will meet regularly with Community Representatives to discuss tenant issues.

Attachment al174i02  
P&E Report for AL09P17450100

Comprehensive Grant Program (CGP) **Part I: Summary**

HA Name: **ALEX CITY HOUSING AUTHORITY** Comprehensive Grant Number: **AL09P17450100** FFY of Grant Approval: **2000**

Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number **2**  Performance and Evaluation Report for Program Year Ending **9/2001**  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>2</sup>	
		Original	Revised <sup>1</sup>	Obligated	Expended
1	Total Non-CGP Funds	0.00	0.00	0.00	0.00
2	1406 Operations (May not exceed 10% of line 19)	8,000.00	8,000.00	8,000.00	8,000.00
3	1408 Management Improvements	176,617.06	176,571.97	176,571.97	176,571.97
4	1410 Administration	49,225.00	49,225.00	49,225.00	49,225.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	0.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	52,649.88	52,649.88	52,649.88	52,649.88
10	1480 Dwelling Structures	580,104.08	580,149.17	580,149.17	580,149.17
11	1485.1 Dwelling Equipment - Nonexpendable	74,903.50	74,903.50	74,903.50	74,903.50
12	1470 Nondwelling Structures	11,627.64	11,627.64	11,627.64	11,627.64
13	1475 Nondwelling Equipment	19,113.84	19,113.84	19,113.84	19,113.84
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1480 Replacement Reserve	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1498 Mod Used for Development	0.00	0.00	0.00	0.00
18	1502 Contingency (may not exceed 8% of line 19)	0.00	0.00	0.00	0.00
19	<b>Amount of Annual Grant (Sum of lines 2-18)</b>	<b>972,241.00</b>	<b>972,241.00</b>	<b>972,241.00</b>	<b>972,241.00</b>
20	Amount of line 19 Related to LBP Activities				
21	Amount of line 19 Related to Section 504 Compliance				
22	Amount of line 19 Related to Security				
23	Amount of line 19 Related to Energy Conservation Measures				

Signature of Executive Director & Date:  10/26/01

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

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement. Form HUD-52837 (10/98)  
<sup>2</sup> To be completed for the Performance and Evaluation Report. Page 1 of 5 Copyright (c) 1997 Form software only CPS Systems, Inc.

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
501	OPERATIONS	1406		8,000.00	8,000.00	8,000.00	8,000.00	
501	BOYS & GIRLS CLUB	1408		97,975.00	97,975.00	97,975.00	97,975.00	
501	COMPUTER NEEDS	1408		7,543.69	7,543.69	7,543.69	7,543.69	
501	INVESTIGATORS CAR	1408		23,064.29	23,064.29	23,064.29	23,064.29	
501	INVESTIGATORS SALARY	1408		42,820.30	42,814.09	42,814.09	42,814.09	
501	COMMUNICATION EQUIPMENT	1408		5,213.78	5,174.90	5,174.90	5,174.90	
501	CF COORDINATOR'S SALARY	1410		49,225.00	49,225.00	49,225.00	49,225.00	
501	AUDIT	1411		0.00	0.00	0.00	0.00	
501	RE-ROOF ADMINISTRATIVE BUILDING (2)	1470		11,627.64	11,627.64	11,627.64	11,627.64	
501	COPIER	1475		11,590.84	11,590.84	11,590.84	11,590.84	
501	GENER CLEANROOF MACHINES	1475		5,023.00	5,023.00	5,023.00	5,023.00	
501-1	LANDSCAPE AND DRAINAGE	1450		49,098.18	49,098.18	49,098.18	49,098.18	

Signature of Executive Director & Date:

X  10/26/01

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

X

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Comprehensive Grant Program (CGP) **Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
501-1	REPAIR REMODEL 50 UNITS NEW HVAC, OVEN, REFRIGERATOR, WATER HEATER, DEMOLITION, PAINTING, CABLE AND PHONE, WIRING, ELECTRICAL SERVICE ENTRANCE, AND FLOOR REPAIRS.	1460		552,480.38	551,313.11	551,313.11	551,313.11	
501-1	INSTALL NEW DRAIN SYSTEM AT KITCHEN SINK	1460		6,594.92	6,594.92	6,594.92	6,594.92	
501-1	120 STOVES/REFRIGERATORS	1465		74,903.50	74,903.50	74,903.50	74,903.50	
501-2	LANDSCAPE AND DRAINAGE REPAIR.	1450		104.02	104.02	104.02	104.02	
501-2	REPLACE KITCHEN COUNTER TOPS, SINKS, AND PADLOCKS.	1460		8,751.07	9,148.03	9,148.03	9,148.03	

Signature of Executive Director & Date:



10/26/01

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

X

X

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Comprehensive Grant Program (CGP) **Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
501-2	REPLACE KITCHEN FLOORS	1460		6,742.18	6,742.18	6,742.18	6,742.18	
501-2	REFINISH CABINETS IN 25 UNITS.	1460		3,935.78	3,065.78	3,065.78	3,065.78	
501-2	WINDOW SHUTTERS FOR 50 UNITS.	1460		0.00	0.00	0.00	0.00	
501-2	PAINT 50 UNITS.	1460		1,599.75	3,285.15	3,285.15	3,285.15	
501-2	INSTALL WASHERS/DRYERS COIN OPERATED IN COMMUNITY BUILDING AT GUNTER CIRCLES	1475		2,500.00	2,500.00	2,500.00	2,500.00	
501-4	LANDSCAPE AND DRAINAGE REPAIR.	1450		3,447.68	3,447.68	3,447.68	3,447.68	
501-4	INSTALL WINDOW SHUTTER ON 77 UNITS	1460		0.00	0.00	0.00	0.00	
501-4	INSTALL CLOTHES DRYERS AT ADAMS COURT COMMUNITY BUILDING.	1475		0.00	0.00	0.00	0.00	

Signature of Executive Director & Date:  10/26/01

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

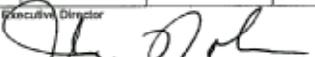
<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) **Part III: Implementation Schedule**

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
AI 174-1	3/31/2001		9/30/2001	3/31/2001		9/30/2001	
AI 174-2	3/31/2001		9/30/2001	3/31/2001		9/30/2001	
AI 174-4	3/31/2001		9/30/2001	3/31/2001		9/30/2001	

Signature of Executive Director 	Date (mm/dd/yyyy) 10/26/2001	Signature of Public Housing Director	Date (mm/dd/yyyy)
--	---------------------------------	--------------------------------------	-------------------

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.



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

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**ALEXANDER CITY HOUSING AUTHORITY  
ALEXANDER CITY, ALABAMA**

**PHA Plans  
5 Year Plan for Fiscal Years Ending 2001-2005  
Annual Plan for Fiscal Year Ending 2001**

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

**PHA Plan  
al174v02**

**PHA Name:** The Housing Authority of the City of Alexander City, Alabama

**PHA Number:** [AL174](#)

**PHA Fiscal Year Beginning:** [10/2001](#)

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2001 - 2005**  
[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:

*Our mission is to provide decent, safe, and affordable housing for eligible low-income families and participate with outside sources that promote and provide family self-sufficiency and economic independence.*

**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.*

NOTE:

This list includes a progress report on our 5 – Year Goals and Objectives. The progress report is italicized and in red. The blue and bold indicates our Objectives. We have also included additional goals and objectives under “Other”.

**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: **Plan to reduce vacancies through an aggressive plan to improve appearance, marketing and provide more efficient services to our residents. Hope to accomplish a 10% reduction in average vacancy rate.**

*Average vacancy rate for fiscal year ended 9/30/2000 was 53. Current average vacancy rate as of July, 2001 for fiscal year ending 9/30/2001 is 52. Market conditions, in terms of lower demand, and strict enforcement of the Lease hinders us in regard to vacancies. However, the sites are quieter and much safer according to resident surveys.*

- Leverage private or other public funds to create additional housing opportunities:

- Acquire or build units or developments: **Plan to acquire one single family home each year for rehab and resell to eligible low-income families for homeownership.**

*Current status: None so far.*

- Other (list below)

- PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score – 90 or above) **Maintain high-performer status. This was not accomplished for FYE 9/30/00.**

*ACHA scored 88 on PHAS.*

- Improve voucher management: (SEMAP score – 90 or above) **Maintain high-performer status.**

- Increase customer satisfaction: **Conduct annual surveys of residents to determine areas of improvement needed and develop plan to put into effect to accomplish. Obtain customer service training.**

*Resident surveys have been done and implemented. Training will be accomplished in 2001.*

- Concentrate on efforts to improve specific management functions: **Improve maintenance delivery of services, communication with residents, neighborhood appearance and safety.**

*This is being done on an ongoing basis.*

- Renovate or modernize public housing units: **Will continue to apply for Capital Funds each year to carry out identified needs as identified in our 5-year Action plan.**

*This has been done and implemented.*

- Demolish or dispose of obsolete public housing:

- Provide replacement public housing:

- Provide replacement vouchers:

- Other: **Will consider converting 0-BR units to 1-BR units at Gunter Circle Apartments depending on fund availability. Zeros are too small and are not appealing to residents.**

*This goal is still in the planning stages and we hope to do this over the next two years.*

- 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: **Continue to offer homeownership opportunities through our own homeownership plan for those participants who are interested and able. Continue to purchase units and rehab for resale to low-income families. This is being done.**

- Implement public housing site-based waiting lists:

- Convert public housing to vouchers:

- Other: **Continue to assess needs of our Senior Citizens. Done on an on-going basis.**

#### **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: **Our goal is to meet the**

**objectives of the Admissions and Continued Occupancy Policies (ACOP) and Section 34 of the Section 8 Administrative Plan.**

*This is being done.*

- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: **The Housing Authority will promote income mixing by implementing Section XI 3 D as outlined in our ACOP.**

*This is being done.*

- Implement public housing security improvements: **The Housing Authority will continue to provide the Investigator's Program through the Drug Elimination Program and the Capital Fund Program.**

*This is being done.*

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities): **Plan to designate Mallory Circle, 43 units, as designated housing for the elderly and persons with disabilities. The Housing Authority will submit application to DHUD for this purpose. Have applied to DHUD, Special Applications Center. Received a response by phone on June 21, 2001. It is in process and should hear soon. Sent a copy to the Birmingham Area Office as instructed.**

- Other: **Continue to support the Boys and Girls Club at our two present locations to provide an alternative for youth in our neighborhoods. This is being done through Drug Elimination funds and Capital Fund monies.**

**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: **The Housing Authority has in the past and will continue in the future to hire residents, as needed, as temporary labor to train in our Maintenance, Administration and Modernization Departments and then move on to a permanent job here or elsewhere. We will also work with the local community college to provide GED classes at our sites or at the college assuming interest, programs and funding are available. This past year, FYE 9/30/2000, we hired one resident as a maintenance laborer. This resident worked as a temporary and when the need for this position became fulltime, we hired him.**

- Provide or attract supportive services to increase independence for the elderly or families with disabilities: **Through City and other local supportive services, we will make our facilities available for these groups on an as-needed basis to provide their services to our residents. Medical, transportation, Meals on Wheels, etc. We provide handicapped accessible units to all eligible families and other handicapped needs as necessary or requested.**
- 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: **The Housing Authority promotes fair housing for all applicants and residents. We will not tolerate any type of discrimination because of a person's race, color, religion, sex or national origin. The Housing Authority works with local agencies to promote equal opportunity and affirmative action for all eligible low-income families.**
  - 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: **The Housing Authority will follow its admissions policies to insure that all applicants are housed on a non-discriminatory basis in the Public Housing and Section 8 programs administered by the Authority.**
  - 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:**

**Five Year Goal:** Establish a Marketing and Public Relations Program to improve and enhance the image of the Alexander City Housing Authority in the community and increase occupancy.

**Annual Objectives:**

- By October 30, 2001, the Administrator, in consultation with the Board of Commissioners, will determine the type Public Relations/Marketing Program needed.
- By March 30, 2002, the Administrator will hire a consultant to assist in the development of the Program and set objectives for the program.
- By September 30, 2002, the Alexander City Housing Authority will implement the plan in the community and monitor results and progress.

**Five Year Goal:** The Alexander City Housing Authority has always been interested in the appearance of its properties. In order to enhance the appearance and improve market appeal, we will employ a landscape architect to develop an overall landscape plan for the Housing Authority. In addition, we will improve signage and mailbox delivery areas. Playground areas will be improved by replacement and/or improvement of playground equipment and grounds.

**Annual Objectives:**

- By October 1, 2001, the Alexander City Housing Authority will employ a landscape architect to develop plans for all sites.
- By March 1, 2002, the plans will be complete and the Housing Authority will advertise for bids for installation and implementation of the plan in phases.
- By May 1, 2002, a contractor will be selected and approved by the Board and work will commence. Work will be done in phases based on fund availability in the Capital Fund Program over the next three years.
- During the non-growing season (October – March), the Housing Authority’s landscape team will maintain the property in accordance with the Plan.

**Five Year Goal:** The Alexander City Housing Authority will strive to improve customer service skills through education and professional development of all staff. Will bring in professional organization and/or programs to train employees in their interaction with our residents and other clients.

## Annual Objectives

- By January 15, 2002, the Administrator will determine the method of training and the most qualified organizations available to provide the kind of training we need.
- By February 1, 2002, a Request for Proposals will be mailed to qualified organizations to do the training.
- By April 15, 2002, a qualified organization will be selected by the Administrator and approved by the Board.
  
- By October 30, 2002 the training will be complete and in operation. The Administrator, in cooperation with the contractor, will establish a monitoring program that will evaluate the staff's progress through their interaction with the residents.

Five Year Goal: In an effort to improve management operations, the Alexander City Housing Authority will develop plans to review all aspects of the Agency's program operations in order to determine any weaknesses. Once weaknesses are discovered, plans will be developed and implemented to correct.

### Annual Objectives:

- By March 1, 2002, the Alexander City Housing Authority will develop a Request for Proposals to review the Public Housing Program, Section 8 Program.
- By June 30, 2002, Proposals will be solicited and a qualified consultant retained to review the program areas.
- By January 30, 2003, the review will be completed and recommendations implemented to improve operations.



**ALEXANDER CITY HOUSING AUTHORITY**

**Annual PHA Plan  
PHA Fiscal Year 2001  
[24 CFR Part 903.7]**

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

**Table of Contents**  
**Annual Plan**

	<u>Page #</u>
i. Executive Summary	9
ii. Table of Contents	10
1. Housing Needs	15
2. Financial Resources	23
3. Policies on Eligibility, Selection and Admissions	25
4. Rent Determination Policies	37
5. Operations and Management Policies	43
6. Grievance Procedures	46
7. Capital Improvement Needs	47
8. Demolition and Disposition	49
9. Designation of Housing	51
10. Conversions of Public Housing	52
11. Homeownership	54
12. Community Service Programs	56
13. Crime and Safety	60
14. Pets	63
15. Civil Rights Certifications (included with PHA Plan Certifications)	63
16. Audit	63
17. Asset Management	64
18. Other Information	64

## 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:	Page #
ATTACHMENT A – COMMUNITY SERVICE REQUIREMENTS	69
ATTACHMENT B – PET POLICY	69
ATTACHMENT C – RESIDENT MEMBERSHIP ON GOVERNING BOARD	70
ATTACHMENT D – MEMBERS OF RESIDENT ADVISORY BOARD	70
ATTACHMENT E – DECONCENTRATION	71
ATTACHMENT F – CAPITAL FUND	72
ATTACHMENT G – PHDEP	86
ATTACHMENT H – RESIDENT ASSESSMENT – FOLLOW-UP PLAN 2000	98
ATTACHMENT I - P&E Report A109P17450100	100

- Admissions Policy for Deconcentration: *This policy is located in the Housing Authority's Admission and Continued Occupancy Policies (ACOP) under Section XI 3 D.*
- FY 2000 Capital Fund Program Annual Statement *ATTACHMENT F*
- 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 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan: *ATTACHMENT G*
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) : *Included in PHA Plan.*
  
- Other: (List below, providing each attachment name)
  - Implementation of Public Housing Resident Community Servicing Requirements- *ATTACHMENT A*
  - Pet Policy – *ATTACHMENT B*

Progress Report: *The progress report for each goal and objective in the current 5-Year Plan is provided in a statement following each.*

Resident Member of the PHA Governing Board – *ATTACHMENT C*

Membership of the Resident Advisory Board – *ATTACHMENT D*



**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.

Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the	Annual Plan: Eligibility, Selection, and Admissions Policies FY 2001 Annual Plan

## **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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Over all	Affor d- ability	Suppl y	Quali ty	Acce ss- ibility	Size	Loca - tion
Income <= 30% of AMI	535						
Income >30% but <=50% of AMI	378						
Income >50% but <80% of AMI	462						
Elderly	666						
Families with Disabilities							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study

Indicate year: 2000

Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input checked="" type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	44		
Extremely low income <=30% AMI	19		
Very low income (>30% but <=50% AMI)	20		
Low income (>50% but <80% AMI)	5		

<b>Housing Needs of Families on the Waiting List</b>			
Families with children	17		
Elderly families	3		
Families with Disabilities	11		
Race/ethnicity (1)	16		
Race/ethnicity (2)	28		
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	16	57%	
2 BR	7	25	
3 BR	4	14	
4 BR	0	0	
5 BR	1	4	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (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

Our No. 1 problem is the number of vacancies we are averaging. There is no shortage of Public Housing in Alexander City. We will continue to improve our services to residents and potential eligible populations in order to improve the vacancy loss.

- 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. *We have submitted a request to the DHUD to designate 43 units at Mallory Circle located at Jefferson Heights. Have not received a reply to our request as of this date.*
- 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. *Same as above.*
- 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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	\$1,039,641.00	Operations
b) Public Housing Capital Fund	\$992,154.00	Modernization/Operations
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$771,552.00	Section 8 Vouchers

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$117,195.00	Investigators/Boys & Girls Club
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Capital Fund, 2000, Project #	\$0	
<b>3. Public Housing Dwelling Rental Income</b>	\$665,930.00	Operations
<b>4. Other income (list below)</b>		
Interest on General Fund Investments	\$40,070.00	Operations
Excess Utilities/Misc.	\$87,480.00	Operations
<b>5. Non-federal sources (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>Total resources</b>	\$3,714,022.00	

**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: *Due to our low number of applications, we verify and process applications immediately.*
- 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: *Based on previous tenancy with the Housing Authority.*
- Other: *Declaration of Citizenship, Owes monies to another Federally subsidized housing program, Subject to lifetime registration requirement under state sex offender registration and /or committed acts which constitute fraud during the application process.*
- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office: *2110 County Road, Alexander City, Alabama*
- 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? *Based on recent history, the majority of all new admissions are at or below 30% of AMI.*

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)

- 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: *Resident Guidebook, Orientation Video*

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: *Income change.*

**(6) Deconcentration and Income Mixing** (See Attachment E)

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): *Covered in ACOP.*  
*Springhill Community*  
*Laurel Heights Community*

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:

*Springhill Community*

*Laurel Heights Community*

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

## **B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Eligibility**

a. What is the extent of screening conducted by the PHA? (select all that apply)

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other: *For additional information on screening factors please refer to*

*Section X of the Section 8 Administrative Plan.*

- 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: *If known, the family history of tenancy at the Housing Authority or other residence.*

**(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: *Refer to Section XIII, E (2), Section 8 Administrative Plan.*

**(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? *Flat rents and minimum rents.*

3. If yes to question 2, list these policies below: *Refer to Section XVIII, Paragraph 7, page 38 of the ACOP.*

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: *The Housing Authority has adopted flat rents which can be used if the tenant chooses in lieu of an income based rent of 30% of adjusted income. The flat rents adopted by the Authority are: Non-Elderly 0 Br \$151; 1 Br \$195; 2 Br \$236; 3 Br \$283; 4 Br \$327; 5 Br \$376\*\*\*\*\* Elderly 0 Br \$183; 1 Br \$283; 2 Br \$286*  
*These flat rents were adopted and effective 10/1/99.*

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: *Reference Section IV #25-----Income Exclusions of the ACOP*

For increases in earned income: *Reference Section IV #25-----Income exclusions of the ACOP*

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)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase or decrease.
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other:

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

**(2) Flat Rents**

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

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

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- 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? *Refer to Section XXII, paragraph 6, page 53 of the Section 8 Administrative Plan.*

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**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 available for review at the Main Office.
- 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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	477	
Section 8 Vouchers	265	
Section 8 Certificates	NA	
Section 8 Mod Rehab	NA	
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	
Public Housing Drug Elimination Program (PHDEP)	477	
Other Federal Programs(list individually)	NA	

**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.

→ Public Housing Maintenance and Management:

*Admission and Continued Occupancy*      *Pet Policy*

*Dwelling Lease*

*Grievance Procedure*

*Maintenance Plan*

*Capitalization of Equipment*

*Investment Policy*

*Travel Policy*

*Rent Collection Policy*

*Procurement Policy*

*Personnel Policy*

*Trespass Policy*

→ Section 8 Management: *Section 8 Administrative Plan*

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below: *The Housing Authority has defined "promptly" to mean within five business days from the date of mailing. (Ref. Section II G of the Grievance Prodedure.)*

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: *2110 County Road, Alexander City, Alabama*  
 PHA development management offices  
 Other (list below)

**B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below: *The Housing Authority specified the number of days an applicant has to request an Informal Review and the number of days a participant has to request an Informal Hearing. (Ref. Sections 1 and 2B of the Section 8 Applicant Informal Review and Participant Informal Hearing Procedure.)*

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: *2110 County Road, Alexander City, Alabama*

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 F.

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

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

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

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

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

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

1. Development name:

2. Development (project) number:

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

Revitalization Plan under development

Revitalization Plan submitted, pending approval

- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

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

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

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <i>Jefferson Heights (Mallory Circle)</i>
1b. Development (project) number: <i>AL174</i>
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, <b>submitted</b> , or planned for submission: <i>(12/18/00)</i>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: <i>43</i>
7. Coverage of action (select one)

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

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

<p>3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)</p>
<p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p> <p><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway</p>
<p>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)</p> <p><input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)</p> <p><input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent</p> <p><input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units</p> <p><input type="checkbox"/> Other: (describe below)</p>

**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 <b>(Complete one for each development affected)</b>
1a. Development name:
1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h)

<input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

**12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 11/06/2000

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
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)
<i>Homeownership Program</i>	<i>3 families</i>	<i>First-come</i>	<i>Main Office</i>	<i>Both</i>
<i>GED</i>	<i>10</i>	<i>All eligible applicants</i>	<i>Main Office</i>	<i>Both</i>
<i>Resident On-the-Job Training</i>	<i>2</i>	<i>All residents</i>	<i>Main Office</i>	<i>Public Housing</i>


**(2) Family Self Sufficiency program/s**

a. Participation Description

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

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

**C. Welfare Benefit Reductions**

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

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

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

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

- Other: *The Housing Authority feels that we are addressing the safety issues of our residents. Through the employment of two investigators and the support of the Boys and Girls Clubs we cover a broad range of safety issues. The children's time is occupied through daily support the club offers and they experience good quality time through the programs that are offered. The Investigators work 12 hour shifts, on 4 days and off 4 days, 7 days per week.*  
*Excellent cooperation with the County Sheriff's Department and the Alexander City Police Department provide extended coverage for all sites.*

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)

*Springhill*  
*Laurel Heights*

**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: *Boys and Girls Club located at two sites.*
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors: *At-risk youth.*
- Volunteer Resident Patrol/Block Watchers Program
- Other: *Refer to 13 A-1 above.*

2. Which developments are most affected? *Springhill and Laurel Heights*

**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? *Springhill and Laurel Heights*

**D. Additional information as required by PHDEP/PHDEP Plan**

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?  
 Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?  
 Yes  No: This PHDEP Plan is an Attachment. (*Attachment: G*)

#### **14. PET POLICY**

[24 CFR Part 903.7 9 (n)]

*The Housing Authority adopted a new Pet Policy effective 10/1/00 for all residents.*

#### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

#### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
4.  Yes  No: If there were any findings, do any remain unresolved?

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

### **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

**18. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board Recommendations**

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

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

Attached at Attachment (File name)

Provided below:

1. Provide magnet refrigerator stickers (maintenance phone number) for each household.
2. Follow-up request by Adams Court senior citizens regarding installation of washers and dryers.
3. Follow-up on screen door sweeper for elderly sections.
4. Follow-up on identification issue for contract workers.

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)

At this time we will do all requested items with the exception of #2. This is still under consideration.

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

Other (list)

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: *Alabama Department of Economic and Community Affairs. The City of Alexander City does not have a Consolidated Plan.*

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

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

Other: (list below)

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

**D. Other Information Required by HUD**

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



## **Attachments**

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

### **Attachment al 174a01 “Implementation of Public Housing Resident Community Service Requirements”**

*The Alexander City Housing Authority has fully implemented the community service requirements. Since our fiscal year starts October 1, we have revised our ACOP and our Lease, written the administrative procedures, notified the residents and entered into an agreement with the local TANF Agency. We made the decision to administer the program ourselves due to our personal contact with each tenant at reexam. At that time we cover the policy and the requirements with those affected and fully explain their responsibilities. They are given a list of those opportunities available to them in the community to fulfill the requirements and if they need any assistance we provide it to them through our resident relations department. If a resident does not comply with the requirements we have a written policy and procedure to deal with noncompliance.*

*A copy of the Lease, ACOP and the Community Service Policy along with all housing authority policies are available on site at the central office located at 2110 County Rd., Alexander City, Alabama.*

### **Attachment al174b01 “Pet Policy”**

*The Alexander City Housing Authority has an adopted Pet Policy in effect. All residents who apply for a pet must read or have read to them the complete policy and sign it before move-in. The kinds of pets, and deposits, restrictions, immunizations, inoculations etc. are all spelled out in the policy.*

*A copy of the full policy is available at the central office located at 2110 County Rd., Alexander City, Alabama.*

***Attachment al174c01 “Resident Membership of the PHA Governing Board”***

*The resident commissioner for the Alexander City Housing Authority was appointed by the Mayor of Alexander City. Mrs. Eula Smith, who has lived with us for 18 years, was appointed in January, 2000 for a 5-year appointment ending January 2004.*

***Attachment al174d01 “Membership of the Resident Advisory Board”***

*The Resident Advisory Board members are as follows:*

<i>Ressie Thomas</i>	<i>Linda Spradley</i>	<i>Rebecca Lewis</i>
<i>636-B Adams Court</i>	<i>1315-A K Street</i>	<i>831-A Gunter</i>
		<i>Circle</i>

<i>Eula Smith</i>	<i>Helen McKay</i>	
<i>883-B Mallory Circle</i>	<i>672-D Adams Court</i>	<i>Elizabeth Whatley</i>
		<i>680-C Adams</i>
<i>Celeste Calhoun</i>	<i>Carol Woodring</i>	<i>Court</i>
<i>759-B Celia Circle</i>	<i>1410-D Gunter Circle</i>	
		<i>Queen Harris</i>
<i>Angela Leverette</i>	<i>Virginia Robinson</i>	<i>636-D Adams</i>
<i>856-B Mallory Circle</i>	<i>Gunter Circle</i>	<i>Court</i>
<i>Ms. Jennifer Gates</i>	<i>Ms. Louise Foster</i>	<i>Ms. Mary Powell</i>
<i>(Section 8 Program)</i>	<i>Gunter Circle</i>	<i>Gunter Circle</i>

***Attachment al174e01 “Deconcentration of Poverty and Income Mixing***

*This is in response to NOTICE PIH 2001-4 (HA), para. A. 2.*

*Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? YES.*

*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. NO.*

The ACHA has only one covered development. That is Project 174-1. The average income of 174-1 as of 2/23/01 was \$8,508. The adjustment factor at that time was 1.10 The adjusted average income was \$7,735.

The adjusted average income of \$7735 divided by the average income of \$8508 times 100 = 87%.

The development is within the Established Income Range.

[ATTACHMENT al174f01](#)

[CAPITAL FUND PROGRAM TABLES START HERE](#)

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: ALEXANDER CITY ALABAMA HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:		Federal FY of Grant:  9/2001	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	159,676.00			
4	1410 Administration	49,225.00			

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> ALEXANDER CITY ALABAMA HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b>  9/2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
5	1411 Audit	1,500.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	70,000.00			
10	1460 Dwelling Structures	624,164.00			
11	1465.1 Dwelling Equipment—Nonexpendable	73,089.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	14,500.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

<b>PHA Name:</b> ALEXANDER CITY ALABAMA HOUSING AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  9/2001
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	992,154.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Alexander City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 9/2001</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 174-1	Remodel 80 apartments:							
SPRINGHILL & LAUREL	Remove existing climate system							
	Install new HVAC, water heater, oven, refrigerator, wire for CTV and phone, paint unit, related electrical. Clean up and debris removal.	1460	80	517,164.				
	Install new under slab plumbing @ 5 units	1460	5	5,500.00				
	Landscape/drainage design and repair	1450		50,000.00				

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

PHA Name: Alexander City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 9/2001</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 174-1	Remodel 80 apartments:							
	Playground Equipment	1475		10,000.00				
AL 174-2 GUNTER CIRCLE	Remodel 25 Kitchens: Replace Counter tops, sinks, faucets, floors, refinish cabinets, paint unit.	1460	25	76,500.00				
	Landscape/drainage design and repair.	1450		10,000.00				
	Convert 0 bedrooms to 1 bedrooms	1460	1	10,000.00				

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

PHA Name: Alexander City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 9/2001</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 174-1	Remodel 80 apartments:							
AL 174-4 Jefferson Heights	Landscape/drainage design and repairs	1450		10,000.00				

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

PHA Name: Alexander City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 9/2001</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 174-1	Remodel 80 apartments:							
PHA WIDE	Replace 120 ovens and refrigerators	1465 .1	120	73,089.00				
	Boys and Girls Club	1408		100,000.0				
	Computer needs	1408		12,500.00				
	Investigator Salaries	1408	2	42,676.00				
	Communication Equipment	1408		4,500.00				
	Marketing/Public Relations	1408	1	15,000.00				
ADMIN.	Mod. Coord. Salary	1410		49,225.00				
ADMIN.	Audit	1411		1,500.00				
ADMIN.	Copier	1475		4,500.00				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Alexander City Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P17450101 Replacement Housing Factor Grant No:				<b>Federal FY of Grant: 9/2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 174-1	Remodel 80 apartments:							

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>		
PHA Name: Alexander City Housing Authority	<b>Grant Type and Number</b> Capital Fund Program No: AL09P17450101 Replacement Housing Factor No:	<b>Federal FY of Grant: 9/2001</b>

Development Number Name/HA- Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
AL 174-1	3/31/02			3/31/2003			
AL 174-2	3/31/02			3/31/2003			
AL 174-4	3/31/02			3/31/2003			
PHA WIDE	3/31/02			9/30/2003			

**Capital Fund Program Five-Year Action Plan**

Part I: Summary

LA Name Alexander City using Authority		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/HA -Wide	Year 1 2001	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 9/30/03	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 9/30/04	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 9/30/05	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 9/30/06
174-1 Springhill/Laurel	Annual Statement	\$705,000	\$1,033,800	\$295,000	\$377,000
174-2 Gunter Cir.		165,000	20,000	120,000	42,000
174-4 Jefferson		30,000	81,200	209,000	231,000
PHA Wide		470,000	160,000	368,000	230,000
PH Funds Listed for 5-year planning		\$1,370,000	\$1,295,000	\$992,000	\$880,000

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Capital Fund Program Five-Year Action Plan

**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2002 PHA FY: 9/30/03			Activities for Year: <u>3</u> FFY Grant: 2003 PHA FY: 9/30/04		
30/01	<b>Development Name/Number</b>	<b>Major Work Categories</b>	Estimated Cost	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<b>See</b>	174-1 Springhill & Laurel	R/R Roofing (190 units) Laurel	\$450,000	174-1 Springhill/Laurel	R/R Roofing (160 units) Springhill	\$378,800
<b>Annual</b>	“	R/R Kitchen Plumbing(50 units)	75,000	“	R/R Kitchen Plumbing (50 units)	100,000
<b>Statement</b>	“	Construct Postal Bldg.	25,000	“	R/R Landscape & Drainage	30,000
	“	R/R Landscape & Drainage	40,000	“	R/R Flooring (350 units)	525,000
		Rewire 50 units	115,000		<b>SUBTOTAL</b>	<b>\$1,033,,800</b>
		<b>SUBTOTAL</b>	<b>\$705,000</b>			
	174-2 Gunter Cir.	R/R Roofing (50 units)	\$45,000	174-2 Gunter Cir.	Landscape & Drainage	\$20,000
	“	R/R Ext. Doors (100 doors)	20,000		<b>SUBTOTAL</b>	<b>\$20,000</b>
	“	Convert “0” Br. To “1” Br (5-Units)	100,000	174- Jefferson Heights	R/R Ext. Doors (77) Add Parking Community Bldg.	\$35,000
		<b>SUBTOTAL</b>	<b>\$165,000</b>		<b>SUBTOTAL</b>	<b>\$81,200</b>

	174-4 Jefferson Heights	Site Improvement	\$30,000	PHA WIDE	Security	\$100,000
		SUBTOTAL	\$30,000		Management	60,000
					SUBTOTAL	\$160,000
	PHA WIDE	Security	\$100,000			
		Computer System	35,000			
		Vehicle	35,000			
		Copiers(2)	25,000			
		Mgt/Consultant	15,000			
		B&GC	260,000			
		SUBTOTAL	470,000			
Total CFP Estimated Cost			\$1,370,000			\$1,295,000

**R/R = Remove and Replace**

Capital Fund Program Five-Year Action Plan

**Part II: Supporting Pages—Work Activities**

Activities for Year : <u>4</u>			Activities for Year: <u>5</u>		
FFY Grant: 2004			FFY Grant: 2005		
PHA FY: 9/30/05			PHA FY: 9/30/06		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost

74-1 Springhill & Laurel	R/R Kitchen Cabinets (100units)	\$220,000	174-1 Springhill & Laurel	R/R Cabinets	\$220,000
“	Add Parking Bays (50 units)	75,000		Site Improvements	42,000
	SUBTOTAL	\$295,000		Rewire 50 units	115,000
				SUBTOTAL	\$377,000
74-2 Gunter Cir.	Landscape & Drainage	\$20,000	174-2 Gunter Cir.	Refurbish Comm. Bldg.	\$36,000
	Convert “0” BR to “1” BR (5)	100,000		Site Improvements	6,000
	SUBTOTAL	\$120,000		SUBTOTAL	\$42,000
174-4 Jefferson Heights	R/R Roofing (77units)	\$154,000	174-4 Jefferson Heights	R/R Flooring (77 units)	\$92,400
	Refurbish Comm. Bldg.	55,000		R/R Cabinets	138,600
	SUBTOTAL	209,000		SUBTOTAL	\$231,000
PHA WIDE	Vehicle	\$35,000	PHA WIDE	Vehicle	\$35,000
	Storage Bldg.	43,000		Computer Equip.	25,000
	R/R Carpet Admin.	21,000		Communication Equip.	10,000
	Office Furniture	19,000		Security	100,000
	B&GC	200,000		Mtg. Needs	60,000
	Mgt. Needs	50,000		SUBTOTAL	\$230,000
	SUBTOTAL	\$368,000			

Total CFP Estimated Cost	\$992,000			\$889,000
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