

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

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# PHA Plans

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

Gainesville Housing Authority

Gainesville, Florida

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

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

## PHA Plan Agency Identification

**PHA Name:** Gainesville Housing Authority

**PHA Number:** FL063 (incorporating the former FL088)

**PHA Fiscal Year Beginning:** 04/2001

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

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

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The PHA's mission is:

The Gainesville Housing Authority is dedicated to fostering a high quality of life for our residents by providing safe and affordable housing for families in our community who meet the federal guidelines for admission to our programs. The Authority will meet their needs by promoting upward mobility opportunities for them in partnership with private and public agencies. The Authority will promote the values of pride, dignity, respect, and personal responsibility in all its endeavors, and will offer quality service to our clients in which our staff embodies those values in its treatment of all whom we serve. The Authority will operate in accordance with its HUD Annual Contributions Contract and all applicable statutes, executive orders, and regulations.

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers: Increase the number of applicants served from the Section 8 waiting list (By 4/2001)
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities: Create opportunities with private and public

organizations for the GHA Youthbuild Program to construct homes for homeownership. (By 7/2001)

Acquire or build units or developments

Other

Maintain 97% utilization of Section 8 Existing Voucher budgets, as long as adequate funding to achieve that standard is available.

(By 4/2001)

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHMAP/PHAS score 98.5): maintain our current PHMAP "high performer" classification under PHAS.

Improve voucher management: (SEMAP score) earn and retain a "high performer" rating under SEMAP. (By 4/2002)

Increase customer satisfaction: achieve a passing score on the PHAS resident survey component

Concentrate on efforts to improve specific management functions:

1. Achieve and maintain an average 97% occupancy rate monthly in Public Housing. (By 3/2000)

2. Develop an asset replacement schedule based upon useful life and/or condition of property. (By 1/2001)

3. Achieve and maintain an average 97% utilization rate monthly in Section 8 budgets, as long as adequate funding to achieve that standard is available. (By 10/2001)

Renovate or modernize public housing units: (see Component 7 and attached Capital Fund Plan.)

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling: Conduct monthly training and information seminars with clients

Conduct outreach efforts to potential voucher landlords

- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:  
Develop ten homeownership opportunities and acquire additional housing assets (By 9/2003)
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

- PHA Goal: Provide an improved living environment  
Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Implement the GHA Deconcentration Plan.
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: Implement the GHA Deconcentration Plan.
  - Implement public housing security improvements: (see Component 13 and attached PHDEP Plan.)
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities):
  - Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Increase the number and percentage of employed persons in assisted families: Develop an MOU with the State Department of Labor and the State Department of Children and Families. (By 4/2001)
  - Provide or attract supportive services to improve assistance recipients' employability: coordinate scholarship opportunities with Santa Fe Community College. (By 4/2001)  
(The GHA had originally planned to set up a One Stop Shop on site as part of this item, but anticipated funding for that project is no longer available, so it has been deleted here.)
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities. Apply for a HUD Service Coordinator Grant.
  - Other: (list below)

1. Provide a self-sufficiency program for up to 50 Section 8 and/or Public Housing participants that supports educational training and employment opportunities and that improves communication, instills individual responsibility, and encourages resident participation in resident councils.
2. Develop a program to increase the high school graduation rate for GHA resident children and youths through cooperation with community programs such as the Dignity Project, the Santa Fe Community College Dual Enrollment Program, the Dollar General Job Training Program, and the Gainesville Police Department Drug Money Forfeiture Program.

**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: Advertise services in local newspaper and minority publications.
  - 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: Establish local uniform inspections standards that improve the quality of safe, sanitary and decent housing for public housing.
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

Through the 504 survey process, counsel public housing residents regarding the availability of modifications and capital improvement funds for this purpose.

**Other PHA Goals and Objectives: (list below)**

PHA Goal: By 7/2000  
 Develop a plan of action to facilitate and improve two-way communication between residents, resident groups and the Gainesville Housing Authority.

PHA Goal: By 4/2001  
 Seek out and secure additional revenue sources to supplement program and human resource efforts of the Housing Authority.

PHA Goal:

By 4/2000

Incorporate operational efficiencies which provide cost and /or productivity improvement to the housing authority.

Objectives:

- Upgrade Computer Network
- Improve Internet access
- Conduct quarterly class: Cross training, operational training, policy and procedure meetings, etc.

**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 (PHAS Management Score: 28.8)**  
 **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.

*On December 22, 2000, HUD issued 24 CFR Part 903, Public Housing Agency Plans; Final Rule. This Rule eliminates the requirement for an Executive Summary as part of the Agency Plans.*

**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.

*On October 21, 1999, HUD issued 24 CFR Part 903, Public Housing Agency Plans; Final Rule. This Rule eliminates the requirement for Table of Contents as part of the Agency Plans.*

**Table of Contents**

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary	
ii. Table of Contents	
1. Housing Needs	5
2. Financial Resources	11
3. Policies on Eligibility, Selection and Admissions	12
4. Rent Determination Policies	21
5. Operations and Management Policies	25

6. Grievance Procedures	26
7. Capital Improvement Needs	27
8. Demolition and Disposition	29
9. Designation of Housing	30
10. Conversions of Public Housing	31
11. Homeownership	32
12. Community Service Programs	34
13. Crime and Safety	36
14. Pets (Inactive for January 1 PHAs)	38
15. Civil Rights Certifications (included with PHA Plan Certifications)	38
16. Audit	38
17. Asset Management	39
18. Other Information	39
D. Criterion for Substantial Deviation	
43	

### Attachments

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

#### Required Attachments:

- Admissions Policy for Deconcentration (FL063a01)
- FY 2001 Capital Fund Program Annual Statement (fl063b01)
- Statement of Progress in Achieving Goals and Objectives (fl063f01)
- Statement on PH Resident Community Service Requirement (fl063g01)
- Statement of Pet Policy (fl063h01)
- Statement of Resident Membership on the PHA Governing Board (fl063i01)
- Statement of Membership on the PHA Resident Advisory Board (fl063j01)
- 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 (previously submitted, not attached to this Annual Plan)
- FY 2001 Capital Fund Program 5 Year Action Plan (fl063c01)
- Public Housing Drug Elimination Program (PHDEP) Plan (fl063d01)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (fl063k01)
- Other (List below, providing each attachment name)

## Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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
NA	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; Notice</i> and any further HUD guidance) and Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

**List of Supporting Documents Available for Review**

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
NA	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

## **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.

The City of Gainesville 2000-2003 *Interim Housing and Community Development Consolidated Plan* relies on the same 1990 census data on which the following table is based. We have not amended the table. Once new data is available, we will make the appropriate revisions.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	10,122	5	5	4	3	5	4
Income >30% but <=50% of AMI	5,056	4	5	4	3	5	4
Income >50% but <80% of AMI	2,591	3	4	3	3	3	3
Elderly	3,124	3	3	4	3	2	3
Families with Disabilities	NA	NA	NA	NA	NA	NA	NA
Black	5,848	5	4	4	3	3	3
Hispanic	1,233	4	4	4	3	4	3

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Asian	1,237	5	4	4	3	4	3
Native American	68	3	3	4	2	2	2

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: City of Gainesville, Interim Plan  
Indicate year: 2000-2003
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	39		162 families
Extremely low income <=30% AMI	34	87	
Very low income (>30% but <=50% AMI)	3	8	
Low income	2	5	

<b>Housing Needs of Families on the Waiting List</b>			
(>50% but <80% AMI)			
Families with children	6	15	
Elderly families	11	28	
Families with Disabilities	13	33	
White	12	31	
African American	27	69	
Characteristics by Bedroom Size			
1BR	33	85	
2 BR	2	5	
3 BR	3	8	
4 BR	1	2	
5 BR	0	0	
5+ BR	NA		
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			

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	429		168 families
Extremely low income <=30% AMI	315	73	
Very low income (>30% but <=50%	93	22	

Housing Needs of Families on the Waiting List			
AMI)			
Low income (>50% but <80% AMI)	21	5	
Families with children	321	75	
Elderly/Disabled families	18	4	
White Non-Hispanic	66	15	
Black Non-Hispanic	355	83	
All others	8	2	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (opened 2-10-00)			
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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>	<b>\$6,903,646</b>	
a) Public Housing Operating Fund	1,291,186	
b) Public Housing Capital Fund	1,146,056	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,926,704	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	139,700	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Youthbuild	400,000	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	<b>1,504,947</b>	
CGP 1997, 1998	983,967	PH Capital Improvements
PHDEP	172,182	PH Supportive Services
FSS		PH & S8 Supportive Services
Youth Build 1999	348,798	Supportive Services
<b>3. Public Housing Dwelling Rental Income</b>	<b>1,080,592</b>	PH Operations
<b>4. Other income (list below)</b>	<b>113,560</b>	
Excess utilities	49,010	PH Operations
Nondwelling rentals	5,130	PH Operations
Other operating income	29,230	PH Operations
Interest Income	30,190	Other
<b>5. Non-federal sources (list below)</b>		
<b>6. Reserves/Equity</b>	<b>820,693</b>	Other
<b>Total resources</b>	<b>\$10,423,438</b>	

### **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: (describe)  
An applicant fills out an initial application form. The intake specialist begins the process of determining eligibility, which is determined prior to the applicant being placed on our waiting list.

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)  
We also review credit reports, especially if the family owes another public housing organization funds or owes this Authority any funds from a prior tenancy with us.

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

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

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

**(2)Waiting List Organization**

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? None
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)? NA
  - PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

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

- One  
 Two  
 Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies  
 Overhoused

- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

### **(5) Occupancy**

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

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

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

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

### **(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the

need for measures to promote deconcentration of poverty or income mixing?

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

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

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

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

FL063005, Forest Pines; FL063007, Eastwood Meadows

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

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## **B. Section 8**

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

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

### **(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below):

If requested, information about Section 8 clients who use to, or still do, live in public housing, i.e, rent payment history, housekeeping, conduct with neighbors, etc.

### **(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:

Prior to the voucher expiration date, clients can request one 30-day extension in writing. Approval will be on a case-by-case basis. Persons with disabilities may request extensions for an additional 120 days, 30 days at a time.

### **(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): N/A

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): N/A

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)

Newspaper advertisements and media exposure.

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

Through published notices

Other (list below)

### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

#### **A. Public Housing**

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or

minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

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

- For household heads  
 For other family members  
 For transportation expenses  
 For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

- Yes for all developments  
 Yes but only for some developments  
 No

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

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

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

- Market comparability study  
 Fair market rents (FMR)  
 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  
 Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_

Other (list below)  
The participant must report any of the following factors that could result in an increase in rent:

- a) Change in income from welfare to earned income.
- b) Change from zero income to any form of income.
- c) Change in family composition (which could either provide additional income to the household or reduce the deductions and allowances for which the family qualifies).

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) N/A

- 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): Market rates (rents)

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

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

**C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

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

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

If yes, list additions to federal requirements below:

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

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

## A. Capital Fund Activities

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

### (1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) (f1063b01)

-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) (f1063c01)

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

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

### **Conversion of Public Housing Activity Description**

1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <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) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> 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.)

<b>Public Housing Homeownership Activity Description (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 (l)]

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

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

1. Cooperative agreements:

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

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

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

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

**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	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or

		selection/specific criteria/other)		both)
Family Self Sufficiency Program	34		PHA main office	Both PH & S8

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 01/11/99)
Public Housing & Section 8 (combined)	30	PH 8 S8 24

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

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

3. Which developments are most affected? All developments are affected.

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design

- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

Our University of Florida *Free Tutorial Program* for public housing youth.

2. Which developments are most affected? All developments are affected.

**C. Coordination between PHA and the police**

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

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

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

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

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

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

(Attachment Filename: FL063a03)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? one
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): f1063k01  
 Provided below:
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
 Other: (list below)

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.) Appointed by the Mayor with the consent of the City Commission (Florida State Statute 421).

#### 3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)  
 Candidates were nominated by resident and assisted family organizations  
 Candidates could be nominated by any adult recipient of PHA assistance  
 Self-nomination: Candidates registered with the PHA and requested a place on ballot  
 Other: (describe)
- b. Eligible candidates: (select one)  
 Any recipient of PHA assistance

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: City of Gainesville
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)

The Gainesville Housing Authority takes an active cooperative role with the City of Gainesville in helping the city develop its Consolidated Plan. In section 3.1.6 of its *2000-2003 Interim Housing and Community Development Consolidated Plan*, the city references GHA programs as integral parts of its plan to improve housing conditions for the disadvantaged families within the city. The City specifically references the following ongoing GHA programs as essential to its Consolidated Plan strategy.

*Public housing.* The City of Gainesville Consolidated Plan contains a chart fully showing the housing units available at all GHA developments as an important community resource that should not be diminished.

*Section 8.* The Consolidated Plan references the GHA Section 8 Program, including its project-based developments, as essential housing resources in the community.

*Section 8 New Construction.* The GHA built two affordable housing complexes that contribute to the need for low income housing in Gainesville.

*Capital Fund Program.* The Consolidated Plan references the past Comprehensive Grant Program for maintenance of existing housing resources in the community. This is especially important, since the Consolidated Plan observes emphatically that the city suffers from too much dilapidated, unrentable housing, especially for poor families, who must compete with college students for what suitable housing there is. This section also observes how the GHA has brought its residents into its decision making process.

*Drug Elimination Program.* The city plan references the GHA Public Housing Drug Elimination Program (PHDEP) as an important strategy in the city's effort to reduce crime within the community.

*Youth Grants.* The city also applauds GHA programs aimed to improve opportunities for the city's non-college, disadvantaged young people through its Youthbuild Program and similar efforts.

*Resident Initiatives.* The City of Gainesville Consolidated Plan also throughout indicates its support for GHA programs to improve the chance for economic improvement and homeownership, especially through its Family Self-Sufficiency Program and its graduates. The Interim Plan adds a section on the GHA's ROSS grant, and the contribution it makes to assisting needful families in Gainesville.

Other: (list below)

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

On p. 52 of the Interim Consolidated Plan, the City of Gainesville indicates several ways in which it will support programs at the GHA. There we read the following.

“The City of Gainesville will assist and support GHA in reaching its program goals between Fiscal Years 2000-2003 as feasible and appropriate through the following activities:

Primary Activities:

- Public/Assisted Housing Resident Initiatives and Support Services
- Rental Assistance
- Rehabilitation and Physical Improvements

#### Objectives and Measures

1. Maintain the existing capacities for public housing units, Section 8 subsidized units, Section 8 New Construction.... and ensure there are no net loses in the number of these units.
2. Apply for additional rental vouchers to increase the number of applicants served from the Section 8 waiting list.
3. Assist 60-80 public housing and Section 8 households through the Family Self-Sufficiency Program by FY 2003.

#### Strategies

1. Support and assist GHA in implementation of the Family Self Sufficiency program to the maximum extent feasible....
2. Target homebuyer assistance programs to qualified households presently receiving or on the waiting lists for rental assistance....
3. Support GHA in its use of Public Housing /drug /elimination Program grants to improve the well-being of public housing residents.
4. Support GHA in its use of ROSS and other funding to maintain or establish innovative housing programs to benefit its residents.”

### **D. Other Information Required by HUD**

#### **Criterion for identifying a “substantial deviation” from the PHA Plan**

The Housing Authority of the City of Gainesville will consider the following to be changes in its *Agency Plan* necessary and sufficient to require a full review by the Resident Advisory Board and by the Public Hearing process before a corresponding change in the Agency Plan can be adopted.

1. Any alteration of the Authority’s *Mission Statement*;
2. Any change or amendment to a stated Strategic Goal;
3. Any change or amendment to a stated Strategic Objective except in a case where the change results from the objective having been met;
4. Any introduction of a new Strategic Goal or a new Strategic Objective;

5. Any alteration in the Capital Fund Program Annual Plan that affects an expenditure greater than ten percent (10%) of the CFP Annual Budget for that year.

In setting the above criteria, the Gainesville Housing Authority intends by “Strategic Goal” and “Strategic Objective” specifically those items under those headings in its *5-Year Plan*.

Because the Annual Plan already requires annual review by the Resident Advisory Board and by Public Hearing, the Authority believes this annual process sufficient to meet the spirit of the *Quality Housing and Work Responsibility Act of 1998*. It expects that changes to the Annual Plan will be primarily administrative in nature. It believes, however, as shown in item #5 above, that significant changes in its planned modernization expenditures should be subject to a resident/public process.

The Gainesville Housing Authority has also reviewed the requirements set out in HUD Notice PIH 99-51. It here incorporates the several additional criteria established by HUD for “substantial deviation” and “significant amendment or modification” to its Agency Plan. The GHA will also consider the following events to require a public process before amending such changes to its Agency Plan.

- ❑ changes to rent or admissions policies or organization of the waiting list;
- ❑ additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Plan) or change in use of replacement reserve funds under the Capital Fund;
- ❑ additions of new activities not included in the current PHDEP Plan and
- ❑ any change with regard to demolition or disposition , designation, homeownership programs or conversion activities.

The Gainesville Housing Authority acknowledges that an exception will be made by HUD to compliance with the above criteria for any of the above changes that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD.

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

## Attachments

FL063a01	Policy for the Deconcentration of Poverty
fl063b01	FY 2001 Capital Fund Program Annual Statement
fl063c01	FY 2001 Capital Fund Program 5 Year Action Plan
fl063d01	FY 2001 PHDEP Plan Template
FL063e01	GHA Organizational Chart (previously submitted, not attached here)
fl063f01	Statement of Progress in Achieving Goals and Objectives
fl063g01	Statement on PH Resident Community Service Requirement
fl063h01	Statement of Pet Policy
fl063i01	Statement of Resident Membership on the PHA Governing Board
fl063j01	Statement of Membership on the PHA Resident Advisory Board
fl063k01.	Summary of Comments by the Resident Advisory Board

## **FL063a01 Policy for the Deconcentration of Poverty**

Where an inequity has been discovered in the distribution of impoverished families within its jurisdiction or on its waiting list, this PHA will take steps to remove that concentration of poverty by bringing higher income families into its lower income developments and lower income families into its higher income developments.

Among the strategies this authority will consider in attempting to remedy the inequity are the following:

- 1). It may skip certain income families on its waiting list to reach other families with a lower or higher income, as may be required to achieve better income distribution balance in its developments. This authority will apply such skipping uniformly and fairly.
- 2). It may make concerted efforts to aid lower-income families to increase their income through offering incentives. These incentives may include but are not required to be or limited to the following:
  - a) Providing self sufficiency activities to improve resident employability;
  - b) Providing permissive deductions from annual income and other permissive deductions to public housing resident as allowed by law. If offered, these options will be spelled out in detail as an amendment to this policy;
  - c) Providing individual savings accounts to families who select income-based rents;
  - d) Establishing a rent structure that encourages deconcentration of poverty;
  - e) Providing certain admissions preferences, such as those for working families;
  - f) Providing additional applicant consultation and information;
  - g) And providing additional supportive services or amenities.

In pursuing this policy of deconcentration, where a family receiving TANF assistance is concerned, this authority will make every reasonable recourse to coordinate its efforts to provide incentives to families that are consistent with programs administered by the office having TANF responsibilities in its jurisdiction.

In conducting its required analysis of income levels at its developments to determine if any have a concentration of poverty, the Gainesville Housing Authority discovered a need to take specific measures to promote deconcentration of poverty and income mixing. To that end, the Authority will take the following specific steps to alleviate and later prevent any poverty concentration at its developments.

The HUD *Public Housing Agency Plans Final Rule*, 24 CFR Part 903, published on October 21, 1999, indicates that PHAs with any concentration of poverty must employ skipping applicants on a waiting list as a means to redress such inequity in income distributions at any specific development where poverty is concentrated; therefore, the Gainesville Housing Authority will act as follows.

Our efforts to reduce the number of lower income families or higher income families concentrated at our family developments will rely on judicious administration of our waiting lists. In order to reach higher income or lower income applicants on our waiting lists for admission to our selected developments, we will develop a process to “skip” applicants as needed to reach other applicants that will better redress any income imbalances at those developments. Where we have designated a development as “higher income” we will seek by skipping to admit to it more families with lower incomes. Where we have identified a development as “lower income” we will use skipping on the waiting list to admit higher income families to it.

As a further strategy, our Authority will pursue outreach efforts to attract more higher income families to our waiting lists.

This PHA will pursue this policy of deconcentration of poverty in a way that affirmatively furthers fair housing, and that ensures for both our applicants and our residents receive equitable treatment devoid of discrimination.

**fl063b01. FY 2000 Annual Statement for the Capital Fund Program**

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

Capital Fund Grant Number: FL29P06350100 FFY of Grant Approval: (04/2000)

Original Annual Statement  Amended

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	243,905
3	1408 Management Improvements	201,364
4	1410 Administration	93,115
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	40,000
8	1440 Site Acquisition	
9	1450 Site Improvement	30,000
10	1460 Dwelling Structures	570,233
11	1465.1 Dwelling Equipment-Nonexpendable	41,000
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$1,219,627</b>
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	30,000
23	Amount of line 20 Related to Security	6,576
24	Amount of line 20 Related to Energy Conservation Measures	255,904

**FL063b01. FY 2000 Annual Statement for the Capital Fund Program**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<b>Woodland Park &amp; Pine Meadows</b>			<b>\$478,647</b>
FL63-1-1	Metal gables ends soffit fascia	1460	126,931
FL63-1-2	Replace sewer lines		20,000
	New bathroom tiles and fixtures		106,812
	Charter school (Pine Meadows)		10,000
	Furnaces – 4 & 5 bedrooms		60,000
	New roofs		154,904
<b>Oak Park</b>			<b>\$40,000</b>
FL63-2	Bathrooms: sink, vanity features	1460	40,000
<b>Lake Terrace</b>			<b>0</b>
FL63-3	N/A		
<b>Sunshine Park</b>			<b>\$10,000</b>
FL63-4	Replace sewer & fresh water piping	1460	10,000
<b>Forest Pines</b>			<b>0</b>
FL63-5	N/A		
<b>Caroline Manor</b>			<b>\$5,000</b>
FL63-6	Replace sewer lines and remove tree roots	1460	5,000
<b>Eastwood Meadows</b>			<b>\$6,576</b>
FL63-7	Backdoor screen doors	1460	6,576
<b><u>Subtotal</u></b>	Dwelling Structure Improvements		<b><u>\$540,223</u></b>
<b>GHA-Wide</b>			<b>\$101,000</b>
Non-dwelling	Site Work	1450	30,000
Structures &	Handicap renovations	1460	30,000
Equipment	Appliances	1465	41,000

<b>GHA-Wide</b>			<b>\$283,925</b>
Operations	Operations	1406	243,925
Fees & Costs	Fees & costs	1430	40,000
<b>GHA-Wide</b>			<b>\$201,364</b>
Management	Management salaries	1408	158,454
Improvements	Ed & Misc. Mat'l -- Drug Program		2,080
	Ed & Misc. Mat'l -- Res Int Program		3,120
	Youth Sports Equipment		2,080
	Boys & Girls Club		35,630
<b>GHA-Wide</b>			<b>\$93,115</b>
Administration	Administrative salaries	1410	85,835
	Travel		3,120
	Supplies, Postage, Software		2,600
	Phone		1,560
<b><u>Subtotal</u></b>			<b><u>\$679,404</u></b>
<b><u>GHA-Wide</u></b>			<b><u>\$679,404</u></b>
<b><u>TOTAL</u></b>			<b><u>\$1,219,627</u></b>

**FL063b01. FY 2000 Annual Statement for the Capital Fund Program  
AMENDED**

**Annual Statement**

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
FL63-1-1 FL63-1-2 Woodland Park Pine Meadows	9/30/02	9/30/03
FL63-2 Oak Park	9/30/02	9/30/03
FL63-3 Lake Terrace	9/30/02	9/30/03
FL63-4 Sunshine Park	9/30/02	9/30/03
FL63-5 Forest Pines	9/30/02	9/30/03
FL63-6 Caroline Manor	9/30/02	9/30/03
FL63-7 Eastwood Park	9/30/02	9/30/03

**fl063b01. FY 2001 Annual Statement for the Capital Fund Program**

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

Capital Fund Grant Number: FL29P06350101

FFY of Grant Approval: (04/2001)

Original Annual Statement       Amended

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	243,905
4	1410 Administration	201,364
5	1411 Audit	93,115
6	1415 Liquidated Damages	
7	1430 Fees and Costs	40,000
8	1440 Site Acquisition	
9	1450 Site Improvement	43,723
10	1460 Dwelling Structures	556,500
11	1465.1 Dwelling Equipment-Nonexpendable	41,000
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$1,219,627</b>
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	30,000
23	Amount of line 20 Related to Security	65,000
24	Amount of line 20 Related to Energy Conservation Measures	283,932

**FL063b01. FY 2001 Annual Statement for the Capital Fund Program**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<b>Woodland Park &amp; Pine Meadows</b> FL63-1-1 FL63-1-2	N/A		<b>\$0</b>
<b>Oak Park</b> FL63-2	Intercom w/mgmt & front door Upgrade fire alarm system		<b>\$ 65,000</b> 15,000 50,000
<b>Lake Terrace</b> FL63-3	Repipe fresh water supply lines/replace water heater install shut-off valve/ replace tubs and shower valves		<b>\$ 242,932</b> 242,932
<b>Sunshine Park</b> FL63-4	Redesign kitchen cabinets Upgrade community room		<b>\$ 85,000</b> 65,000 20,000
<b>Forest Pines</b> FL63-5	New bedroom closet doors		<b>\$ 35,200</b> 35,200
<b>Caroline Manor</b> FL63-6	New bedroom closet doors		<b>\$ 11,200</b> 11,200
<b>Eastwood Meadows</b> FL63-7	Kitchen bathroom renovations		<b>\$ 87,168</b> 87,168
<b><u>Subtotal</u></b>	Dwelling Structure Improvements		<b>\$ 526,500</b>
<b>GHA-Wide</b> Non-dwelling Structures & Equipment	Site Work Handicap renovations Appliances		<b>\$ 114,723</b> 43,723 30,000 41,000

<b>GHA-Wide</b>			<b>\$ 283,925</b>
Operations	Operations		243,925
Fees & Costs	Fees & costs		40,000
<b>GHA-Wide</b>			<b>\$ 201,364</b>
Management	Management salaries/Fringe		158,454
Improvements	Ed & Misc. Mat'l -- Drug Program		2,080
	Ed & Misc. Mat'l -- Res Int Program		3,120
	Youth Sports Equipment		2,080
	Boys & Girls Club		35,630
<b>GHA-Wide</b>			<b>\$ 93,115</b>
Administration	Administrative salaries/Fringe		85,835
	Travel		3,120
	Supplies, Postage, Software		2,600
	Phone		1,560
<b><u>Subtotal</u></b>			<b><u>\$ 693,127</u></b>
<b><u>GHA-Wide</u></b>			
<b><u>TOTAL</u></b>			<b><u>\$ 1,219,627</u></b>

**FL063b01. FY 2001 Annual Statement for the Capital Fund Program  
Annual Statement**

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
FL63-1-1 FL63-1-2 Woodland Park Pine Meadows	9/30/03	9/30/04
FL63-2 Oak Park	9/30/03	9/30/04
FL63-3 Lake Terrace	9/30/03	9/30/04
FL63-4 Sunshine Park	9/30/03	9/30/04
FL63-5 Forest Pines	9/30/03	9/30/04
FL63-6 Caroline Manor	9/30/03	9/30/04
FL63-7 Eastwood Park	9/30/03	9/30/04

**fl063c01. 5-Year Action Plan for the Capital Fund Program**

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>FL63-1-1</b> <b>FL63-1-2</b>	<b>Woodland Park</b> <b>Pine Meadows</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Paint parking lots with new markings		\$ 5,000	2002
New closet doors		60,000	2002
Replace windows		60,000	2002
Recreational equipment		20,000	2003
Replace windows		50,000	2003
Back doors from wood to metal		250,000	2004
<b>Total estimated cost over next 5 years</b>		<b>\$445,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>FL63-2</b>	<b>Oak Park</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Parking lot		\$ 335,000	2002
Electrical door with entry card		80,223	2004
Replace solar doors		20,000	2004
Replace AC/heating units		200,000	2005
<b>Total estimated cost over next 5 years</b>		<b>\$635,223</b>	

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<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
<b>FL63-3</b>	<b>Lake Terrace</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Front doors from wood to metal			\$ 100,000	2004
Closet doors			30,000	2004
New roofs			50,000	2004
New roofs			186,000	2005
<b>Total estimated cost over next 5 years</b>			<b>\$ 366,000</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
<b>FL63-4</b>	<b>Sunshine Park</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Replace HVAC			\$ 16,223	2002
Replace HVAC			219,400	2003
Landscaping			20,000	2005
Facility storage area			8,000	2005
Dredge pond			10,000	2005
Replace gutters and drain spouts			10,000	2005
<b>Total estimated cost over next 5 years</b>			<b>\$ 283,623</b>	

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Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
FL63-5	Forest Pines			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
New floor tile (12 x 12)			\$ 54,000	2002
Back screen doors			15,000	2003
New roofs			90,000	2003
Refinish ceilings			5,900	2003
Bathtub replacement			72,000	2005
<b>Total estimated cost over next 5 years</b>			<b>\$ 236,900</b>	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
FL63-6	Caroline Manor			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace heating system (furnace)			\$ 72,000	2003
<b>Total estimated cost over next 5 years</b>			<b>\$ 72,000</b>	

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<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
<b>FL63-7</b>	<b>Eastwood Meadows</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Parking lot numbers and decals			\$ 5,000	2003
<b>Total estimated cost over next 5 years</b>			<b>\$ 5,000</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
	<b>PHA-Wide</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Operations			\$ 243,925	2002
A & E Fees			40,000	
Site work			30,000	
Handicap renovations			30,000	
Appliances			41,000	
Management salaries/fringe			158,454	
Ed & misc. materials – Drug Program			2,080	
Ed & misc. materials – Resident Initiatives Program			3,120	
Youth Sports Equipment			2,080	
Boys & Girls Club			35,630	
Computers			10,000	
Administrative salaries/fringe			85,835	
Travel			3,120	
Supplies, postage & software			2,600	
Phones			1,560	
<b>Total estimated cost over next 5 years</b>				

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<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
	<b>PHA-Wide</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (Fiscal Year)</b>
Operations		\$ 243,925	2003
A & E Fees		40,000	
Site work		40,000	
Handicap renovations		30,000	
Appliances		41,000	
Roofing		27,923	
Management salaries/fringe		158,454	
Ed & misc. materials – Drug Program		2,080	
Ed & misc. materials – Resident Initiatives Program		3,120	
Youth Sports Equipment		2,080	
Boys & Girls Club		35,630	
Vehicle		25,000	
Administrative salaries/fringe		85,835	
Travel		3,120	
Supplies, postage & software		2,600	
Phones		1,560	
Operations		\$ 243,925	2004
A & E Fees		40,000	
Site work		30,000	
Handicap renovations		30,000	
Appliances		41,000	
Management salaries/fringe		158,454	
Ed & misc. materials – Drug Program		2,080	
Ed & misc. materials – Resident Initiatives Program		3,120	
Youth Sports Equipment		2,080	
Boys & Girls Club		35,630	
Computers		10,000	
Administrative salaries/fringe		85,835	
Travel		3,120	
Supplies, postage & software		2,600	
Phones		1,560	

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<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
	<b>PHA-Wide</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Operations			\$ 243,925	2005
A & E Fees			40,000	
Site work			34,223	
Handicap renovations			30,000	
Appliances			41,000	
Erosion control			20,000	
Management salaries/fringe			158,454	
Ed & misc. materials – Drug Program			2,080	
Ed & misc. materials – Resident Initiatives Program			3,120	
Youth Sports Equipment			2,080	
Boys & Girls Club			35,630	
Computers			10,000	
Administrative salaries/fringe			85,835	
Travel			3,120	
Supplies, postage & software			2,600	
Phones			1,560	
<b>Total estimated cost over next 5 years</b>			<b>\$2,834,762</b>	

# fl063d01. 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 \$ 139,700
- B. Eligibility type (Indicate with an "x") N1 \_\_\_\_\_ N2 \_\_\_\_\_ R X
- C. FFY in which funding is requested 2001
- D. Executive Summary of Annual PHDEP Plan

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

GHA's PHDEP plan includes Gainesville Police Department's Community Oriented policing,, University of Florida's free academic tutoring, Boys and Girls Club's recreation and educational programs, Corner Drug Store's drug prevention programs for youth, and grant administration. Most of the drug elimination activities (with the exception of the community policing) are geared toward the public housing youth.

## **E. Target Areas**

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

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Woodland Park	170	250
Lake Terrace	100	75
Pine Meadows	80	60
Caroline Manor & Forest Pines	64	40
Eastwood Meadows	50	35
Elderly (Oak Park, Sunshine Park)	171	70

## **F. Duration of Program**

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

6 Months \_\_\_\_\_ 12 Months \_\_\_\_\_ 18 Months X 24 Months \_\_\_\_\_ Other \_\_\_\_\_

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### 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 X	\$250,000	FL29DEP0630195	0.00	N/A	10/30/97
FY 1996 X	\$250,000	FL29DEP0630196	0.00	N/A	10/30/98
FY 1997 X	\$190,500	FL29DEP0630197	0.00	GE	02/15/00
FY 1998 X	\$165,860	FL29DEP0630198	2,805.00	N/A	01/19/01
FY 1999 X	\$139,700	FL29DEP0630199	139,700.00	N/A	12/30/01

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

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

- 1. Enroll 90 public housing youth in the University of Florida’s tutorial program each semester. (Partner: U.F.)**
- 2. Provide recreational, educational, cultural, and sports programs for 250 youth. (Boys and Girls Club)**
- 3. Provide drug prevention and education programs for 200 youth. (Corner Drug Store and Boys and Girls Club)**
- 4. Implement community policing in each of the targeted neighborhoods. (Gainesville Police Department)**
- 5. Coordinate neighborhood crime watch, resident councils and special neighborhood events. (Gainesville Housing Authority and partners)**
- 6. Coordinate quarterly meetings with partners for program updates, information sharing, event planning. (Grant administrator)**
- 7. Conduct annual evaluation of PHDEP activities. (Grant evaluator)**

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## B. PHDEP Budget Summary

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

FY_2001__ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	50,000.00
9120 - Security Personnel	0.00
9130 - Employment of Investigators	0.00
9140 - Voluntary Tenant Patrol	0.00
9150 - Physical Improvements	0.00
9160 - Drug Prevention	71,500.00
9170 - Drug Intervention	0.00
9180 - Drug Treatment	0.00
9190 - Other Program Costs	18,200.00
<b>TOTAL PHDEP FUNDING</b>	<b>139,700.00</b>

## C. PHDEP Plan Goals and Activities

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

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 50,000.00		
Goal(s)	Reduce drug abuse and drug related crime in public housing neighborhoods.						
Objectives	Implement Community Oriented Policing in targeted neighborhoods.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Implement Community Policing			01/02	06/03	\$50,000	\$25,200	Drug arrests, calls for service

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<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$71,500</b>		
Goal(s)	To prevent drug use among public housing youth.						
Objectives	To encourage academic pursuits and constructive leisure time activities (i.e. sports, recreation, and cultural)						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Academic tutoring	180	Youth	01/02	06/03	37,317	51,700	# of youth enrolled, teacher comments
2. Recreation/sports	250	Youth	01/02	06/03	11,183	38,500	# of participating youth
3. Drug Prevention	80	Youth	01/02	06/03	23,000	3,500	# of participating youth

<b>9190 - Other Program Costs</b>					<b>Total PHDEP Funds: \$18,200</b>		
Goal(s)	Successful implementation, management and completion of PHDEP grant.						
Objectives	Coordinate PHDEP partners' activities; ensure timely completion of objectives and assess program through evaluation.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Coordination of PHDEP activities			01/02	06/03	18,200	8,000	Grant objectives met.
2. Program evaluation			01/02	06/03	SAB	SAB	Completed evaluation report.

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**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.

<b>Budget Line Item #</b>	<b>25% Expenditure of Total Grant Funds By Activity #</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity 1	12,500	Activity 1	25,000
9120				
9130				
9140				
9150				
9160	Activities 1, 2, 3	17,875	Activities 1, 2, 3	35,750
9170				
9180				
9190	Activity 1	4,550	Activity 1	9,100
<b>TOTAL</b>		\$ 34,925		\$ 69,850

**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.”

FL063e01.

## Organizational Chart

**A copy of the Gainesville Housing Authority Organizational Chart was presented in the FY 2000 Agency Plan as Attachment FL063e01.**

**One-year and Five-year Public Housing Summary**

**PHA GOAL: APPROVE THE QUALITY OF ASSISTED HOUSING**

The Gainesville Housing Authority (GHA) has been a high performing agency and will continue to strive for this status of excellency. Due to the untimely filing of the "follow-up plan" for the Resident Survey, the GHA received a passing score of 5.9 out of 10. However, the GHA received a total score on the Resident Survey of 5.9 out of 7. In the future, the GHA will make every effort to file the necessary paperwork in a timely fashion and improve customer satisfaction with the residents. Additional emphasis will be placed on the areas of the survey that were did not receive the maximum score, i.e. safety and appearance.

Despite the onset of the One Strike - You're Out Policy, which many public housing applicants were denied housing, and a portion of out tenant population was evicted the family housing is currently operating at 94% occupancy. This rate excludes, elderly housing, Section 8 New Construction, and those units that are off line as approved by HUD. The GHA will continue to strive to achieve the minimum 97% goal that is established.

**PHA GOAL: PROVIDE AN IMPROVED LIVING ENVIRONMENT**

The GHA has incorporated into the Admission and Continued Occupancy Policy (ACOP) a provision to deconcentrate poverty and promote income mixing in public housing.

The GHA achieved the maximum number of points for security and will strive to maintain this level of proficiency.

**PHA GOAL: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS**

While the GHA already has public housing residents participating in the Family Self-Sufficiency (FSS) Program, an effort to bring more public housing residents in being reviewed. Realizing that with more residents wanting to participate in the FSS Program, the GHA has entertained the concept of placing a One-Stop Shop on site and incorporating into this Shop training and support programs. More energy will be exerted to the fruition of this project, by 11/30/0 1.

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One & Five Year Plan Summary.2000 11/29/00 Page 2

**PHA GOAL: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING OBJECTIVES**

The GHA constantly and consistently practices our mission to undertake affirmative measures to ensure equal opportunity to all public housing residents and the general public. This practice is demonstrated in our application process and daily operations. Our objectives to meet this requirement are posted on the bulletin boards, which are located in conspicuous places throughout the GHA properties.

**DEVELOP AND ACTION PLAN TO FACILITATE AND IMPROVE TWO-WAY COMMUNICATION BETWEEN RESIDENTS, RESIDENT GROUPS, AND THE GHA**

In addition to being accessible to the residents, the public housing management staff communicates with the residents through monthly newsletters and quarterly newsletters.

**INCORPORATE OPERATIONAL EFFICIENCIES WHICH PROVIDE COST AND/OR PRODUCTIVITY IMPROVEMENT TO THE HOUSING AUTHORITY**

Most offices are equipped with Internet Access and computers are constantly being upgraded. Training and cross training is ongoing.

Bernadette D. Woody

FILED: 1 & 5 YEAR PLAN SUMMARY.2000.WPD

**ANNUAL PLAN & FIVE-YEAR PLAN SUMMARY  
MEETING GOALS in the SECTION 8 PROGRAM**

**1. PHA GOAL: EXPAND THE SUPPLY OF ASSISTED HOUSING**

**A. APPLY FOR ADDITIONAL RENTAL VOUCHERS: INCREASE THE NUMBER OF APPLICANTS SERVED FROM THE SECTION 8 WAITING LIST.**

In recent years GHA has applied for additional section 8 rental vouchers in order to expand the current program; however, additional vouchers were not authorized by HUD.

**B. MAINTAIN 97% UTILIZATION OF SECTION 8 EXISTING HOUSING BUDGET.**

The section 8 tenant-based program is currently leased up at 94% (945 out of 1,016 vouchers in use). The goal of maintaining 97% utilization rate of existing vouchers is anticipated to be completed by 4/01/01, and will thereafter be maintained.

**2. PHA GOAL: IMPROVE THE QUALITY OF ASSISTED HOUSING**

**A. IMPROVE VOUCHER MANAGEMENT: EARN AND RETAIN A HIGH PERFORMER RATING UNDER SEMAP.**

GHA will submit its first SEMAP evaluation for the current fiscal year ending on 3/31/01. Although GHA does not expect to receive a high performer score at this submission, we do anticipate meeting this standard for the following fiscal year, allowing us to achieve this goal by 4/01/02.

**3. PHA GOAL: INCREASE ASSISTED HOUSING CHOICES**

**A. PROVIDE VOUCHER MOBILITY COUNSELING: CONDUCT MONTHLY TRAINING AND INFORMATIONAL SEMINARS WITH CLIENTS**

GHA currently provides voucher mobility counseling to all new tenants who enter the section 8 program. This counseling has been given to over 300 tenants in the year 2000. This same information is also relayed to each tenant during every annual or interim recertification. However, this counseling is not being conducted on any scheduled monthly basis, as we have determined there is no need to do so.

**B. CONDUCT OUTREACH EFFORTS TO POTENTIAL VOUCHER LANDLORDS-**

The section 8 Director has participated in meetings on a regular basis with potential landlords by attending numerous property owner association meetings, district policing landlord meetings, community fair housing seminar's, and by delivering informational talks and formal presentations to the landlord/property management communities. Accordingly, this goal has been completed, and GHA intends to continue with these efforts on an ongoing basis.

**4. PHA GOAL: PROVIDE AN IMPROVED LIVING ENVIRONMENT**

GHA has established local HQS standards which, in many respects, exceed the minimum requirements set forth by HUD. These standards are uniformly enforced by the section 8 housing inspector, and regular quality audits are performed by

management to assure a high level of compliance. Accordingly, this goal has been completed, and GHA intends to continue with these efforts on an ongoing basis

**5. PHA GOAL: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS**

**A. INCREASE THE NUMBER AND PERCENTAGE OF EMPLOYED PERSONS IN ASSISTED FAMILIES, DEVELOP AN MOU WITH THE STATE DEPARTMENT OF LABOR AND STATE DEPARTMENT OF CHILDREN AND FAMILIES**

GHA currently enjoys a completely cooperative and mutually beneficial working relationship with the Department of Children and Families. We anticipate that will be able to achieve the goal of entering into a formal MOU with these two agencies by 4/01/01.

**B. DEVELOP OR ATTRACT SUPPORTIVE SERVICES TO IMPROVE ASSISTANCE RECIPIENTS' EMPLOYABILITY: SET UP A ONE TOP SHOP ONSITE AND COORDINATE SCHOLARSHIP OPPORTUNITIES WITH Santa Fe COMMUNITY COLLEGE.**

GHA has recently been engaged in discussions with the local administrative agency for job training services regarding establishing on-site facilities and services for GHA tenants. Funding problems remain to be resolved. GHA has provided scholarship opportunities for its tenants in conjunction with Santa Fe Community College for a number of years, and will continue to do so in the future. Accordingly, this goal has been partially met (scholarship opportunities), and GHA intends to continue with these efforts on an ongoing basis.

**C. PROVIDE AN FFS PROGRAM FOR UP TO 50 SECTION 8 HOUSING PARTICIPANTS THAT SUPPORTS EDUCATIONAL TRAINING AND EMPLOYMENT OPPORTUNITIES AND THAT IMPROVES COMMUNICATION, INSTILLS INDIVIDUA RESPONSIBILITY, AND ENCOURAGES REDSIDENT PARTICIPATION IN RESIDENT COUNCILS**

GHA currently has 42 tenants enrolled in the FFS Program. Several of the tenants have completed the program and utilized their escrow savings to begin business endeavors, leave public housing, or purchase their own homes. GHA intends to expand this program beyond its current enrollment level in the future. Accordingly, this goal has been met and GHA intends to continue with this effort on an ongoing basis.

**D. MAINTAIN A PROGRAM TO INCREASE HIGH SCHOOL GRADUATION FOR SECTION 8 YOUTH**

GHA is currently operating its Youthbuild program on-site. This program has resulted

in a number of section 8 youth receiving their GED/high school degrees. Accordingly, this goal has been achieved and GHA intends to continue and expand the Youthbuild program in the future.

**6. PHA GOAL: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING OBJECTIVES:**

A. UNDERTAKE AFFIRMATIVE MEASURES TO ENSURE ACCESS TO ASSISTED HOUSING REGARDLESS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, FAMILIAL STATUS, OR DISABILITY. ADVERTISE SERVICES IN LOCAL NEWSPAPER AND MINORITY PUBLICATIONS.

During 2000 GHA conducted section 8 program outreach to targeted populations through use of general newspaper media, minority newspaper media, minority radio, social service agencies and minority religious organizations. As a result of these efforts, the section 8 program added over 300 new tenants.

B. UNDERTAKE AFFIRMATIVE MEASURES TO PROVIDE A SUITABLE LIVING ENVIRONMENT FOR FAMILIES LIVING IN ASSISTED HOUSING. ESTABLISH A UNIFORM INSPECTIONS STANDARD THAT IMPROVES THE QUALITY OF HOUSING FOR SECTION 8 VOUCHER FAMILIES.

C. UNDERTAKE AFFIRMATIVE MEASURES TO ENSURE ACCESSIBLE HOUSING TO PERSONS WITH ALL VARIETIES OF DISABILITIES REGARDLESS OF UNIT SIZE REQUIRED.

GHA has aggressively utilized the payment standards exceptions provided under the "hard to house" standard in an effort to expand the stock of disability-ready properties available for section 8 utilization. Several landlords have agreed to undertake the cost of significant structural retrofitting in response to these payment guarantees.

Rob Groeb  
11/30/00

**Statement on the Community Service Requirement**

On October 9, 2000, the governing Board of Commissioners of the Gainesville Housing authority approved a Community Service Policy consistent with 24 CFR Part 960 Subpart F and with 24 CFR 903.7.

The plan is for implementation for community service activities or self-sufficiency work by residents of public housing. The implementation date is the beginning of the fiscal year that starts 4-1-2001. All households will be phased into the program starting immediately with those "new families who" execute a lease on or after 4-1-2001. The families that are already in place (housed) prior to 4-1-2001 will be phased into the program during the family's annual recertification process. During the month prior to the start of the 4-1-2001 fiscal year, a letter will be sent to all public housing families informing them of the community service requirement and explaining who is required to participate and who is, or may be, exempt. As part of this notification, the process of monitoring participation will be explained and during the annual recertification process all families will be given an orientation regarding the program by their manager. Each adult member of the household will be required to sign a form stating that he or she is aware of the GHA's community service policy and the requirements/responsibility imposed on residents to fulfill their obligation, unless exempt.

The GHA will be responsible for approving the community service activity that the resident will participate in and/or providing an exemption status. Those persons who have a monthly requirement to perform community service will be required to provide a written certification that their service commitment has been fulfilled. Written third-party certification will be accepted when the resident performs his/her services with an agency other than the Authority. Any person who is delinquent will receive a written warning and be given an opportunity, on a case-by case- basis, to make up the hours after the GHA and the delinquent (noncompliant) resident enter into s written agreement.

The Gainesville Housing Authority has two separate pet policies. One governs residents in its elderly housing developments, and the other governs pets in its general occupancy family units. Neither of these policies applies to residents with disabilities who own an animal as an accommodation to deal with their disability.

### **1. Pet Rule for the Gainesville Housing Authority Elderly Housing Projects**

This policy identifies the developments governed by the rule. It defines pets. It requires a security deposit for pet owners. It suggests that such owners have liability insurance protection. It requires that pets be properly inoculated. It sets sanitation standards for residents keeping pets. It also requires leashing certain pets under specified conditions, registering fur-bearing pets, and spaying or neutering dogs and cats. The policy also limits the size and weight of certain pets and requires that dog and cat owners take steps against possible flea infestation.

The Rule is in the form of an executable document that further requires that pet owners affirm they will abide with all applicable local and state laws governing pet ownership. It also sets standards governing nuisance pets, violation of the pet rule, and how the GHA will deal with sick or abandoned pets. The document is signed by both the resident and the GHA and becomes an enforceable addendum to the lease.

### **2. Pet Rule for the Gainesville Housing Authority General Family Housing Projects**

This “Pet Policy” is “Chapter 10” of the GHA’s Admissions and Continued Occupancy Policy.

The Policy opens with a statement of purpose and affirms that the policy will be administered in a way that does not discriminate against any resident. It declares a general exception to “service animals that assist persons with disabilities, provided such a person meets certain qualifying and verifiable criteria.

The Policy requires that residents enter into a written “Pet Agreement” with the GHA. Under its part A, the policy limits pet ownership to birds and fish, and prohibits any other types of pets. Part B of the policy sets out how the GHA will deal with damage to its premises caused by the pet or the pet owner, and affirms who is responsible for any such damage or liability caused by pet ownership. Part C affirms the right of the GHA to have access to units in which resident pet owners reside under specific conditions that affect the health, safety or enjoyment of their premises by residents, giving reasonable notice beforehand. Part D outlines how the GHA will deal with violations of the Pet Policy, including giving notice to the pet owner. Part E sets out the conditions under

which the GHA may remove a pet from its premises, and Part F outlines how the GHA will deal with abandoned pets.

**f1063i01. Statement of the Resident on the of the Gainesville Housing Authority Governing Board**

The resident commissioner serving on the Board of the Gainesville Housing Authority is

Mr. Fred Millies  
Resident of Oak Park  
Public Housing High Rise Complex  
100 NE 8<sup>th</sup> Avenue, Apt. #411  
Gainesville, Florida 32601

The Mayor of the City of Gainesville makes the appointments to the GHA Board as outlined in the IAW State Statute 421. Vacancies are announced in the local newspapers 60 days in advance and interested citizens make application to the City Commission. Mr. Millies' term was up in August 2000. He continues to serve until reappointed by the Mayor or a successor is named and appointed. The Mayor plans to announce appointments to the GHA Board on January 22, 2001. Two vacancies exist on the GHA Board, the Resident commissioner vacancy and another board member who must reside in the GHA's area of operation.

## **fl063j01. The Gainesville Housing Authority Resident Advisory Board**

The Gainesville Housing Authority currently lacks a formal Resident Advisory Board. It is our current practice instead to present all matters pertaining to our Agency Plans to our resident councils and their leaders in open meetings where as many residents as may wish can be included in the Agency Plan review and discussion. These meetings are also open to our Section 8 residents.

We believe this allows the maximum feedback from all of our residents.

If the Gainesville Housing Authority were to form a resident advisory board of smaller scope, it would consist of the heads of its resident councils. They are listed below.

### **Resident Council Presidents**

Ms. Inez Breland	Woodland Park, 1900 SE 4 <sup>th</sup> Street, #21 (41)	377-2619
Ms. Mary Moore	Pine Meadow, 120 SE 25 <sup>th</sup> Terrace	336-7599
Ms. Mary Moore	Lake Terrace, SE 26 <sup>th</sup> Street	336-7599
Mr. Fred Millies	Oak Park, 100 NE 8 <sup>th</sup> Avenue, #411	376-7170
Ms. Annie Thomas	Sunshine Park, 1901 NW 2 <sup>nd</sup> Street	373-3461
Ms. Selma Scippio	Forest Pines, 1006 NE 25 <sup>th</sup> Terrace, (01)	377-6413
Ms. Mary Moore	Caroline Manor, SE 25 <sup>th</sup> Street (41)	336-7599
Ms. Diana Hall	Eastwood Meadows, 925 SE 43 <sup>rd</sup> Street, #39 (41)	371-7263
Ms. Lynn Dumouchel	The 400, 400 NW 1 <sup>st</sup> Avenue, #716	378-0586
Ms. Frankie Scott	Seminary Lane, 1035 NW 5 <sup>th</sup> Avenue	338-4435

**f1063j01.**

**GAINESVILLE HOUSING AUTHORITY FAMILY HOUSING**

**Woodland Park Resident Council Officers**  
1900 SE 43rd Street, #172, 32641  
(352) 334-4017

President	Ms. Inez Breland	1900 SE 4 <sup>th</sup> Street, #21	377-2619
VP	Ms. Benita Spruel		#73
374-4520			
2 <sup>nd</sup> VP	Ms. Sonja Welch	#28	No hone
Treasurer	Ms. Kim Mann	#14	374-4520
Secretary	Vacant		

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**Lake Road Resident Council Officers**  
(Pine Meadows, Lake Terrace and Caroline Manor) 32641  
(353) 334-4022

President			
1 <sup>st</sup> VP	Ms. Mary S. Moore	120 SE 26 <sup>th</sup> Street	336-7599
2 <sup>nd</sup> VP	Ms. Louvenia McDowell	12 SE 26 <sup>th</sup> Street	372-1920
3 <sup>rd</sup> VP	Ms. Gail J. Lester	2626 E. University Ave, #39	No phone
Secretary	Vacant		
Treasurer	Ms. Angela Long	16 SE 26 <sup>th</sup> Street	No phone

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**Forest Pines Resident Council Officers**  
1015 NE 25<sup>th</sup> Terrace, 32641  
(352) 334-2467

President	Ms. Selma Scippio	1006 NE 26 <sup>th</sup> Terrace	377-6413
VP	Vacant		
Secretary	Ms. Joyce Johnson	906 NE 25 <sup>th</sup> Street	380-0141
Treasurer	Vacant		

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**Eastwood Meadow Resident Council Officers**  
925 SE 43<sup>rd</sup> Street, 32641  
(352) 334-4038

President	Ms. Diana Hall	925 SE 43 <sup>rd</sup> Street, #39	371-7263
VP	Vacant		
Secretary	Vacant		
Treasurer	Vacant		

Rev 8/00

**fl063j01.**

**GAINESVILLE HOUSING AUTHORITY ELDERLY HOUSING**

Woodland Park Resident Council Officers  
1900 Se 4<sup>th</sup> Street, #172, 32641  
(352) 334-4017

President	Mr. Fred Millies	100 NE 8 <sup>th</sup> Avenue, #411	376-7170
VP	Ms. Virginia Harris	#514	371-0255
Secretary	Vacant		
Treasurer	Ms. Frances Jones	#415	371-0714

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Sunshine Park Resident Council Officers  
1901 NE 2<sup>nd</sup> Street, 32601  
(352) 334-4040

President	Ms. Bonnie L Thoma	1900 NE 2 <sup>nd</sup> Street, #E-1	373-3461
VP	Ms. Delores Buck	#H-7	375-2088
Secretary	Ms. Janet Moriarty	#J-3379-1757	
Treasurer	Ms. Doris G. La Fountain	#L-6	372-0732

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**GAINESVILLE HOUSING AUTHORITY NEW CONSTRUCTION  
ELDERLY HOUSING**

The 400 Building Resident Council Officers  
400 NW 1<sup>st</sup> Avenue, 32601  
(353) 334-4025

President	Ms. Lynne Dumouchel	400 NW 1 <sup>st</sup> Avenue, #716	378-0586
VP	Mr. Wiley Hayes	#208	379-0855
Secretary	Ms. Roberta Poe	#613	335-4830
Treasurer	Ms. Barbara Pitts	#715	379-8336
Social Chair	Ms. Florence Winter	#411	371-8426
Hospitality	Ms. Florence Cottman	#213	373-3821

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**f1063j01.**

GAINESVILLE HOUSING AUTHORITY NEW CONSTRUCTION  
FAMILY HOUSING

Seminary Lane Resident Council Officers  
1019 NW 5<sup>th</sup> Avenue, 32601  
(353) 334-4030

President	Vacant		
VP	Vacant		
Secretary	Ms Paula Manning	1114 NW 5 <sup>th</sup> Avenue	No Phone
Treasurer	Ms. Doris Baker	427 NE 5 <sup>th</sup> avenue	378-0575
Parliamentarian	Mr. Calvin Bryant	1226 NW 5 <sup>th</sup> Avenue	

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The staff of the Gainesville Housing Authority conducted ten different meetings at the various housing authority sites. The meetings were conducted in the mornings and evenings to afford the greatest opportunity for all residents to participate. There were a total of 59 individuals who attended the following meetings:

<b>Community</b>	<b>Date</b>	<b>A.M. Meeting</b>	<b>P.M. Meeting</b>	<b>Attendance</b>
<b>Lake Terrace Caroline Manor Pine Meadows</b>	2/05/01	9:00 a.m.	6:00 p.m.	6
<b>Forest Pines</b>	2/08/01	9:00 a.m.	6:00 p.m.	0
<b>Community Wide Meeting</b>	2/12/01	9:00 a.m.	6:00 p.m.	8
<b>Eastwood Meadows</b>	2/13/01	9:00 a.m.	6:00 p.m.	2
<b>Oak Park</b>	2/15/01	N/A	7:00 p.m.	28
<b>Sunshine Park</b>	2/19/01	N/A	3:00 p.m.	15
<b>Public Hearing</b>	4/2/01	N/A	6:00 p.m.	0

The agenda for each meeting was as follows:

- Introduction of staff
- Purpose of the meeting
- Overview of Comp Grant/Capital Fund Program
- Specific examples of previous projects completed with funds from Comp Grant
- Review of proposed Five-Year and Annual Plans
- Question and answer
- Resident recommendations

fl063k01.

The residents were very interested in the proposed projects, many of which came as a result of their input from previous meetings. Specifically, the residents took ownership in making some of the suggestions which are in the plans. Each item in the plans was discussed and the residents had an opportunity to ask questions and provide their input as the individual projects were discussed. The comments, which were voiced by the residents are as follows:

Installation of insulation around windows/replacement of existing windows

Upgrading of recreation equipment

Storage area for personal items

Installing concrete barriers to prevent cars from coming on lawns

Installing an electrical outlet on exterior of buildings

Increasing the size of bathrooms

Installing electrical outlets for clothes dryers

Issuing parking passes to residents

Several of the concerns voiced by the residents are contained in the plans and were specifically shared with the residents.

**PHA Plan  
Table Library**

**Component 7**

**Capital Fund Program Annual Statement  
Parts I, II, and II**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

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

Original Annual Statement

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

**Table Library**

**Annual Statement**

**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

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

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

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

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

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

