

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

---

Small PHA Plan Update  
Annual Plan for Fiscal Year: 2001

# **HOUSING AUTHORITY OF THE CITY OF MANCHESTER**

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



## PHA Plan Agency Identification

**PHA Name:** Housing Authority of the City of Manchester

**PHA Number:** GA108

**PHA Fiscal Year Beginning: (mm/yyyy)** 07/2001

### **PHA Plan Contact Information:**

Name: Felicia Warren

Phone: 706 846-9428

TDD: NA

Email (if available): mha@alltell.net

### **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

### **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
- Main administrative office of the local, county or 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)

### **PHA Programs Administered:**

- Public Housing and Section 8       Section 8 Only       Public Housing Only

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

**i. Table of Contents**

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

<b>Contents</b>	<b><u>Page #</u></b>
<b>Annual Plan</b>	
i. Executive Summary (optional)	
ii. Annual Plan Information	
iii. Table of Contents	
1. Description of Policy and Program Changes for the Upcoming Fiscal Year	2
2. Capital Improvement Needs	2
3. Demolition and Disposition	3
4. Homeownership: Voucher Homeownership Program	3
5. Crime and Safety: PHDEP Plan	4
6. Other Information:	
A. Resident Advisory Board Consultation Process	4
B. Statement of Consistency with Consolidated Plan	5
C. Criteria for Substantial Deviations and Significant Amendments	10
<b>Attachments</b>	
<input checked="" type="checkbox"/> Attachment <u>ga108a01</u> : Supporting Documents Available for Review	
<input checked="" type="checkbox"/> Attachment <u>ga108b01</u> : Capital Fund Program Annual Statement	
<input checked="" type="checkbox"/> Attachment <u>ga108c01</u> : Capital Fund Program 5 Year Action Plan	
<input type="checkbox"/> Attachment __: Capital Fund Program Replacement Housing Factor Annual Statement	
<input type="checkbox"/> Attachment __: Public Housing Drug Elimination Program (PHDEP) Plan	
<input checked="" type="checkbox"/> Attachment <u>ga108d01</u> : Resident Membership on PHA Board or Governing Body	
<input checked="" type="checkbox"/> Attachment <u>ga108e01</u> : Membership of Resident Advisory Board or Boards	
<input type="checkbox"/> Attachment __: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)	
<input checked="" type="checkbox"/> Other (List below, providing each attachment name)	
Attachment <u>ga108f01</u> : Deconcentration and Income Mixing	
Attachment <u>ga108g01</u> : Capital Fund Program P & E Report (2000)	
Attachment <u>ga108h01</u> : CIAP Emergency Grant P & E Report (1999)	

## **ii. Executive Summary**

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

**This Section is left blank since it is optional.**

### **1. Summary of Policy or Program Changes for the Upcoming Year**

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

**We have made numerous changes to our policies and/or programs based on changes in statutes and/or HUD regulations that have occurred in the past year. HUD mandated all of these.**

- **Updated our adopted Admissions and Continued Occupancy Policy**
- **Updated our adopted Grievance Procedures**
- **Updated our Dwelling Lease**
- **Adopted a Pet Policy**

**In addition, we have made the following significant discretionary changes:**

- **We have increased our security deposit to \$200.**

### **2. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A.  Yes  No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 109,968.

C.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

#### **(1) Capital Fund Program 5-Year Action Plan**

The Capital Fund Program 5-Year Action Plan is provided as Attachment ga108c01

#### **(2) Capital Fund Program Annual Statement**

The Capital Fund Program Annual Statement is provided as Attachment ga108b01

### **3. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability: 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 next component ; if “yes”, complete one activity description for each development.)

#### 2. Activity Description

<b>Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)</b>
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for      units <input type="checkbox"/> Public housing for      units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for      units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

### **4. Voucher Homeownership Program**

[24 CFR Part 903.7 9 (k)]

- A.  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 next component; if “yes”, describe each

program using the table below (copy and complete questions for each program identified.)

**B. Capacity of the PHA to Administer a Section 8 Homeownership Program**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family's resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

**5. Safety and Crime Prevention: PHDEP Plan**

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

A.  Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ \_\_\_\_\_

C.  Yes  No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D.  Yes  No: The PHDEP Plan is attached at Attachment \_\_\_\_\_

**6. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board (RAB) Recommendations and PHA Response**

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 Attached at Attachment (File name)

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

- The PHA changed portions of the PHA Plan in response to comments

A list of these changes is included

Yes  No: below or

Yes  No: at the end of the RAB Comments in Attachment \_\_\_\_.

Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment \_\_\_\_.

Other: (list below)

### **B. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (State of Georgia)

**The Manchester Housing Authority is located in the City of Manchester, a non-entitlement city in Meriwether County. The jurisdiction of the Consolidated Plan encompasses the State of Georgia.**

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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)

- The Manchester Housing Authority will continue to maintain and renovate its public housing units.
- The Manchester Housing Authority will continue to provide accessible housing in the public housing program to persons with disabilities.
- The Manchester Housing Authority will continue to market its public housing program to make families and elderly persons aware of the availability of decent, safe, sanitary and affordable housing in the City of Manchester.
- The Manchester Housing Authority Admission and Continued Occupancy Policy (ACOP) requirements are established and designed to:

**(1) Provide improved living conditions for very low and low income families while**

maintaining their rent payments at an affordable level.

- (2) To operate a socially and financially sound public housing agency that provides violence and drug-free, decent, safe and sanitary housing with a suitable living environment for residents and their families.
- (3) To avoid concentrations of economically and socially deprived families in any of our public housing developments.
- (4) To lawfully deny the admission of applicants, or the continued occupancy of residents, whose habits and practices reasonably may be expected to adversely affect the health, safety, comfort or welfare of other residents or the physical environment of the neighborhood, or create a danger to our employees.
- (5) To attempt to house a tenant body in each development that is composed of families that is representative of the range of incomes of low income families in our jurisdiction. To promote upward mobility opportunities for families who desire to achieve self - sufficiency.
- (6) To facilitate the judicious management of our inventory and efficient management of our staff.
- (7) To ensure compliance with Title VI of the Civil Rights Act of 1964 and all other applicable Federal fair housing laws and regulations so that the admissions and continued occupancy are conducted without regard to race, color, religion, creed, sex, national origin, handicap or familial status.

Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes  No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

The following information is taken from the State of Georgia Consolidated Plan Executive Summary and Annual Action Plan for FFY 1999 Consolidated Funds.

**Executive Summary**

The Consolidated Plan Executive Summary, prepared in April, 1999, reports that the housing and community development needs of Georgians are:

- Regardless of tenure, income or household size, the most common problem affecting all households is cost burden. One in every four households pay at least 30% of their income for housing. Approximately 39% of these cost burdened households and 10%

of all households are severely cost burdened, devoting at least 50% of their income on housing costs.

- ❑ 41% of all renters, compared to 22% of all homeowners, have at least one housing problem.
- ❑ 40% of all Georgia households are of low or moderate income. Housing problems affect 75% of all extremely low-income households.
- ❑ 64% of all elderly households are of low or moderate income, with the largest concentration in the extremely low-income range. 30% of all small family households are of low or moderate income. Cost burden is the most significant problem affecting both elderly and small family households. 42% of all large family households are of low or moderate income. Overcrowding is the most significant concern of this household type.
- ❑ Insufficient income is the single largest barrier to affordable housing.
- ❑ Estimates based on the age of housing indicate that 1.1 million housing units in Georgia may contain lead-based paint. Some 127,000 low and moderate income households are at high-risk of exposure to lead-based paint hazards such as chipping or peeling paint and dust.

### The Housing and Community Development Strategic Plan

Over five years the State anticipates providing assistance to put over 55,000 extremely low, low and moderate income households in affordable housing free of overcrowded, structurally substandard conditions, with supportive services where appropriate for populations with special need.

The Consolidated Plan divides the State's priorities into two categories based on function:

- (1) priorities to directly benefit low and moderate income households and
- (2) priorities to improve the production capacity of Georgia's affordable housing providers.

#### Direct Benefit Priorities:

- ❑ to increase the number of Georgia's low and moderate income households who have obtained affordable, rental housing free of overcrowded and structurally substandard conditions.
- ❑ To increase the number of Georgia's low and moderate-income households who have achieved and are maintaining home ownership free of overcrowded and structurally substandard conditions.

### Strategic Plan Five-Year Objectives

- ❑ The Strategic Plan estimates, based on resources expected to be available over a five year period, that the State will provide the following benefits for low and moderate income Georgians:
- ❑ Rehabilitate or construct 5,505 affordable rental units
- ❑ Provide rental assistance for 44,700 households
- ❑ Assist 6,750 households to achieve or maintain home ownership in housing free of overcrowded and structurally substandard conditions.
- ❑ Assist an average of 190 organizations annually to provide housing and supportive services to the homeless.
- ❑ Assist an average of 39 organizations annually to provide housing and supportive services to Georgia's Special Need populations.

### Public Housing Authorities

The Consolidated Plan Executive Summary provides the following comments relating to Public Housing Authorities in Georgia.

Public Housing Authorities implement a large portion of Georgia's housing assistance effort. Local governments have created 202 PHAs, providing public housing. Seventeen PHAs offer Section 8 rental subsidies. PHAs utilize funds from public housing rent receipts, federal subsidies from HUD, and proceeds from bond issues for some development costs. Over 108,000 residents live in the 55,834 units of local public housing available across Georgia.

No public housing authorities are operated by the State. Therefore, the State has not developed a plan to encourage public housing residents to become more involved in the public housing management or to become owners of their units. However, the State encourages individual PHAs to develop such a plan with residents. The State also continues to encourage within its programs the transition of public housing residents into private housing living situations.

### Action Plan For SFY 2000

The following activities are extracted from the State of Georgia Annual Action Plan for FFY 1999 Consolidated Funds, an Update to the State's FFY 1995 Consolidated Plan. The Update was prepared in April, 1999.

### Part VI. Action Plan

Activities planned for SFY 2000 to meet the State's housing priorities and objectives include:

- ❑ Rehabilitate or construct affordable rental housing for 1,003 low or moderate income households.
- ❑ Assist 1,498 low or moderate- income households achieve or maintain home ownership.
- ❑ Provide 1,000 low or moderate -income households with rental assistance.
- ❑ Make 290 funding awards to organizations that provide housing and supportive services necessary for the homeless to break the cycle of homelessness.
- ❑ Make 357 funding awards to organizations that provide the housing and supportive services necessary for special need households to achieve decent, safe and sanitary living conditions.

Among the Federal resources available to Georgia (Part VI, Section C) include Section 8 Rental Certificates and Vouchers to address affordable housing needs; HOPE I (Public Housing Home ownership) to address home ownership needs; and for Public Housing, the Comprehensive Grant Program and Public Housing Development funds.

#### Part VI, Section I. Georgia's Activities to met the State's Housing Priorities and Objectives

This section outlines activities by priority and objective. While the activities, priorities and objectives do not directly relate to the public housing program, the activities do include the Section 8 program. Again while none of the activities tap public housing funds, the activities do parallel the goals and objectives of the Manchester Housing Authority. The Priorities and Objectives are listed as follows:

Priority:        to increase the number of Georgia's low and moderate income households who have obtained affordable, rental housing which is free of overcrowded and structurally substandard conditions.

Objective #1: Rehabilitate or construct affordable, rental housing units for 280 extremely low, 431 low, and 290 moderate income households.

Objective #2: Provide 4,950 extremely low, and 1,100 low income households with rental assistance.

(This objectives refers specifically to the Section 8 Rental Assistance Program which is administered by the Georgia Department of Community Affairs.)

Priority:        To increase the number of Georgia's low and moderate income households who have achieved and are maintaining homeownership in housing free of

overcrowded and structurally substandard conditions.

Objective #3: Assist 30 extremely low, 345 low, and 1,124 moderate income households to achieve or maintain home ownership in housing free of overcrowded and structurally substandard conditions.

Priority: To increase the access of Georgia's homeless to a continuum of housing and supportive services which address their housing, economic, health and social needs:

Objective #4: Make 290 funding awards to provide shelter/bed nights, transitional housing units, and supportive services necessary for the homeless to break the cycle of homelessness.

Priority: To increase the access of Georgia's Special Need populations to a continuum of housing and supportive services which address their housing, economic health and social needs.

Objective #5: Make 358 funding awards to organizations or households that assist 1,000 Special Need households with the housing and supportive services necessary to achieve decent, safe and sanitary living conditions.

(This objective includes as an activity the implementation of Georgia's Section 8 Rental Assistance Program and it refers specifically to the Georgia Department of Community Affairs continuing to administer the program in Georgia's 149 counties.)

## **C. Criteria for Substantial Deviation and Significant Amendments**

### **1. Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

#### **A. Substantial Deviation from the 5-year Plan:**

A substantial deviation from the 5-year Plan occurs when the Board of Commissioners decides that it wants to change the mission statement, goals or objectives of the 5-year plan.

#### **B. Significant Amendment or Modification to the Annual Plan:**

Significant amendments or modifications to the Annual Plan are defined as discretionary changes

in the plans or policies of the housing authority that fundamentally change the plans of the agency and which require formal approval of the Board of Commissioners.

**Attachment ga108a01:**  
**Supporting Documents Available for Review**

PHAs are to 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: 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	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located 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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers in Public Housing <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
NA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

**List of Supporting Documents Available for Review**

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
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	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
NA	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
NA	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input 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 any active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	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

**List of Supporting Documents Available for Review**

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
NA	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	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 (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
NA	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention

**List of Supporting Documents Available for Review**

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
NA	PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</li> </ul>	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
X	The results of 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
X	Other supporting documents (optional) (list individually; use as many lines as necessary)  Action Plan for the PHAS Resident Survey Implementation of Community Service Requirements  Pet Policy Substantial Deviation Definition	(specify as needed)   Annual Plan Annual Plan/ACOP ACOP Annual Plan

**Attachment ga108b01**

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

PHA Name: The Housing Authority of the City of Manchester, GA	Grant Type and Number Capital Fund Program Grant No: <b>GA06P10850101</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2001</b>
------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------	-------------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	<b>\$24,342.00</b>			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	<b>\$6,000.00</b>			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	<b>\$64,000.00</b>			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>\$94,342.00</b>			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	<b>\$60,000.00</b>			

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

PHA Name: The Housing Authority of the City of Manchester, GA		Grant Type and Number Capital Fund Program Grant No: <b>GA06P10850101</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2001</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHA Wide	Operations	1406		\$24,342.00				
	<b>SUBTOTAL</b>			<b>\$24,342.00</b>				
	<u>FEES &amp; COSTS</u>							
GA108-1	a. Architects fee to prepare bid and	1430.1	14 Units	\$1,500.00				
GA108-2	contract documents, assist at bid	1430.1	36 Units	\$2,500.00				
	openings, supervise construction;							
	Contract labor.							
	<b>Subtotal</b>			<b>\$4,000.00</b>				
GA108-1	b. Consulting fees for Agency Plan	1430.2	14 Units	\$1,000.00				
GA108-2	preparation.	1430.2	36 Units	\$1,000.00				
	<b>Subtotal</b>			<b>\$2,000.00</b>				
	<b>SUBTOTAL</b>			<b>\$6,000.00</b>				
	<u>DWELLING STRUCTURES</u>							
GA108-1	A/C	1460	11 Units	\$34,000.00				
GA108-2		1460	10 Units	\$30,000.00				
	<b>SUBTOTAL</b>			<b>\$64,000.00</b>				
	<b>GRAND TOTAL</b>			<b>\$94,342.00</b>				



## Capital Fund Program Five-Year Action Plan

### Part I: Summary

PHA Name: Housing Authority of the City of Manchester, GA		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005
HA Wide	Annual Statement	<b>\$30,342.00</b>	<b>\$30,342.00</b>	<b>\$30,342.00</b>	<b>\$30,342.00</b>
GA108-1		\$3,000.00	\$46,000.00	\$3,000.00	\$18,000.00
GA108-2		\$61,000.00	\$18,000.00	\$61,000.00	\$46,000.00
CFP Funds Listed for 5-year planning		\$94,342.00	\$94,342.000	\$94,342.00	\$94,342.00
Replacement Housing Factor Funds					



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

Activities for Year: <u>4</u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 2005		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA Wide	Operations	\$24,342.00	PHA Wide	Operations	\$24,342.00
PHA Wide	Fees & Costs	\$6,000.00	PHA Wide	Fees & Costs	\$6,000.00
	<b>SUBTOTAL</b>	<b>\$30,342.00</b>		<b>SUBTOTAL</b>	<b>\$30,342.00</b>
GA108-1	Sidewalks/Handrails (14 Units)	\$3,000.00	GA108-1	Interior Walls/Ceiling & Floors( 2 Units)	\$9,000.00
	<b>SUBTOTAL</b>	<b>\$3,000.00</b>		Closet Doors (2 Units)	\$5,000.00
GA108-2	Sidewalks/Handrails.) (36 Units)	\$7,000.00		Ranges & Refrigerators (2 Units)	\$1,000.00
	Bathrooms (30 Units)	\$54,000.00		AMC renovation	\$2,000.00
	<b>SUBTOTAL</b>	<b>\$61,000.00</b>		Purchase Computer	\$1,000.00
				<b>SUBTOTAL</b>	<b>\$18,000.00</b>
			GA108-2	Interior Walls, Ceiling & Floors (8 Units)	\$34,000.00
				Closet Doors (4 Units)	\$8,000.00
				Ranges & Refrigerators (2 Units))	\$1,000.00
				AMC Renovations	\$2,000.00
				Purchase Computer	\$1,000.00
				<b>SUBTOTAL</b>	<b>\$46,000.00</b>
<b>Total CFP Estimated Cost</b>		<b>\$94,342.00</b>			<b>\$94,342.00</b>

**Required Attachment ga108d01: Resident Member on the PHA Governing Board**

1.  Yes  No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

Felicia McMillian

B. How was the resident board member selected: (select one)?

- Elected  
 Appointed

C. The term of appointment is (include the date term expires): 1 Year expiring January 2, 2002

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not? NA

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis  
 the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.  
 Other (explain):

B. Date of next term expiration of a governing board member: 10/06/2001

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Mayor Dorsey Wilson

**Required Attachment ga108e01: Membership of the Resident Advisory Board or Boards**

- i. List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

# Attachment ga108f01

## **Component 3, (6) Deconcentration and Income Mixing**

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

(Less than 100 units)

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

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>

**Attachment ga108h01**

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/**

<b>PHA Name:</b> Housing Authority of the City of Manchester	<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P108-502-00 Replacement Housing Factor Grant No:
-----------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (re)  
 Performance and Evaluation Report for Period Ending: 12/31/2000  Final Performance and E

Line No.	Summary by Development Account	Total Estimated Cost	
		Original	Revised
1	Total non-CFP Funds		
2	1406 Operations		
3	1408 Management Improvements		
4	1410 Administration		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs	2,500	-0-
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures	97,468	-0-
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	10,000	-0-
18	1499 Development Activities		
19	1501 Collaterization or Debt Service		
20	1502 Contingency		
21	Amount of Annual Grant: (sum of lines 2 – 20)	109,968	
22	Amount of line 21 Related to LBP Activities		
23	Amount of line 21 Related to Section 504 compliance		
24	Amount of line 21 Related to Security – Soft		

**Annual Statement/Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/**

**PHA Name:**  
 Housing Authority of the City of Manchester

**Grant Type and Number**  
 Capital Fund Program Grant No: GA06P108-502-00  
 Replacement Housing Factor Grant No:

**Original Annual Statement**  **Reserve for Disasters/ Emergencies**  **Revised Annual Statement (re**  
 **Performance and Evaluation Report for Period Ending: 121/31/2000**  **Final Performance and E**

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



