

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 2001 - 2005  
Annual Plan for Fiscal Year 2002

Housing Authority of the City of Warner Robins

**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 Warner Robins

**PHA Number:** GA160

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

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2001 - 2005**  
[24 CFR Part 903.5]

**A. Mission**

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

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

The Warner Robins Housing Authority is committed to achieving excellence in providing safe, clean and modern housing assistance while promoting self-sufficiency, upward mobility, and partnerships with our residents and others to enhance the quality of life in our communities.

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)

- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)

- PHA Goal: Increase assisted housing choices  
Objectives:
  - Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Increase voucher payment standards
  - Implement voucher homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: (list below)

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

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

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

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

Objectives:

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

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

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

## GOALS AND OBJECTIVES

### Goal Number One

**Improve customer service delivery by enhancing operational efficiency; coordination with community providers; and improving facilities.**

The Executive Director will continue to work in consultation with the Board of Commissioners to implement operational systems to ensure the completion of all job tasks in an efficient manner. This will include investigating contract alternatives and developing systems for contract monitoring, as applicable.

As an ongoing process, the Warner Robins Housing Authority will utilize existing community sources and identify sources of funding for programs to improve service delivery and physical improvements to the Housing Authority's facilities and reduce duplicative costs.

### Goal Number Two

**The Housing Authority will strive to improve the public and community image of the Housing Authority by developing and implementing a comprehensive Public Relations Plan.**

The Maintenance Department will provide a work force with a professional image by conducting and participating in community efforts, including contracting maintenance services as necessary, to promote the benefits and beautification of the City.

### Goal Number Three

**The Warner Robins Housing Authority will enhance the attractiveness and marketability of the housing stock and neighborhoods in order to attract working families.**

The Housing Authority will initiate, implement, and maintain a preventive maintenance and landscaping plan which includes seasonal flower planting and creating attractive and consistent signage for the properties.

As an ongoing process, the Executive Director and the staff of Warner Robins Housing Authority will develop methods of enforcing model neighbor standards, marketing strategies and plans for future success.

### Goal Number Four

**The Warner Robins Housing Authority shall strive to achieve its potential as an organization.**

The Housing Authority will develop a communication process that will improve the timely sharing of information concerning any future programs, plans and budgets.

**Annual PHA Plan  
PHA Fiscal Year 2002**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

The FY2002 Agency Plan Annual Update addresses the Authority's immediate operations, current policies, program participants, programs and services, and the PHA's strategy for handling operational concerns, resident concerns and needs for the upcoming year. This is an annual update of the FY2001-FY2005 Five-Year Plan. The Five-Year Plan outlines the Authority's efforts in meeting the needs of the low, very low and extremely low-income population of Warner Robins. The plan also serves as a management, operational and accountability tool for the PHA. The Five-Year Plan should be used as a reference for the Annual Update.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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#### **Attachments**

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

#### Required Attachments:

- Attachment A.** Admissions Policy for Deconcentration
- FY 2001 Capital Fund Program Annual Statement (ga160a01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Attachment B.** Implementation of Community Service Requirement
- Attachment C.** Pet Policy
- Attachment D.** Statement of Progress in Meeting Five-Year Plan Mission and Goals
- Attachment E.** Resident Membership on the PHA Governing Board
- Attachment F.** Membership of the Resident Advisory Board

- Attachment G.** Resident Assessment and Satisfaction Survey Follow-Up Plan
- Attachment H.** Criteria for Substantial Deviation and Significant Amendments
- FY1998, 1999, & 2000 Capital Fund Performance and Evaluation Reports (ga160b01)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action Plan (ga160a01)
- Public Housing Drug Elimination Program (PHDEP) Plan (ga160c01)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- 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.

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
		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 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	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
	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
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <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
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,447	5	4	4	3	2	3
Income >30% but <=50% of AMI	1,121	4	3	3	3	2	2
Income >50% but <80% of AMI	770	3	2	2	2	2	2
Elderly	422	4	3	3	4	2	4
Families with Disabilities	n/a	3	3	3	5	3	3
Black	1,526	4	3	3	3	3	3
White	1,957	4	3	3	3	3	3
Hispanic	62	3	3	3	3	3	3

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- 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	86		
Extremely low income (<=30% AMI)	86	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	62	75%	
Elderly families	24	29%	
Families with Disabilities	n/a	n/a	
Black	82	95%	
White	3	4%	
Hispanic	1	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

- 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 2001 grants)</b>		
a) Public Housing Operating Fund	\$518,327	
b) Public Housing Capital Fund	\$723,329	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$93,915	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	\$476,685	
<b>4. Other income (list below)</b>		
<b>5. Non-federal sources (list below)</b>		
<b>Total Resources</b>	\$1,812,	

### **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: (when a unit becomes available)
  - Other: (describe)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
  - Rental history
  - Housekeeping
  - Other (describe)
- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
  - Sub-jurisdictional lists
  - Site-based waiting lists
  - Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
  - PHA development site management office
  - Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
  - One
  - Two
  - Three or More
- b.  Yes  No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

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).**

The Housing Authority of the City of Warner Robins does not administer a Section 8 Program.

### (1) Eligibility

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

**(2) Waiting List Organization**

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

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

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

- PHA main administrative office
- Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below)

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

[24 CFR Part 903.7 9 (d)]

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

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

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

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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)

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).**

The Housing Authority of the City of Warner Robins does not administer a Section 8 Program.

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

**(2) Minimum Rent**

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

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

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

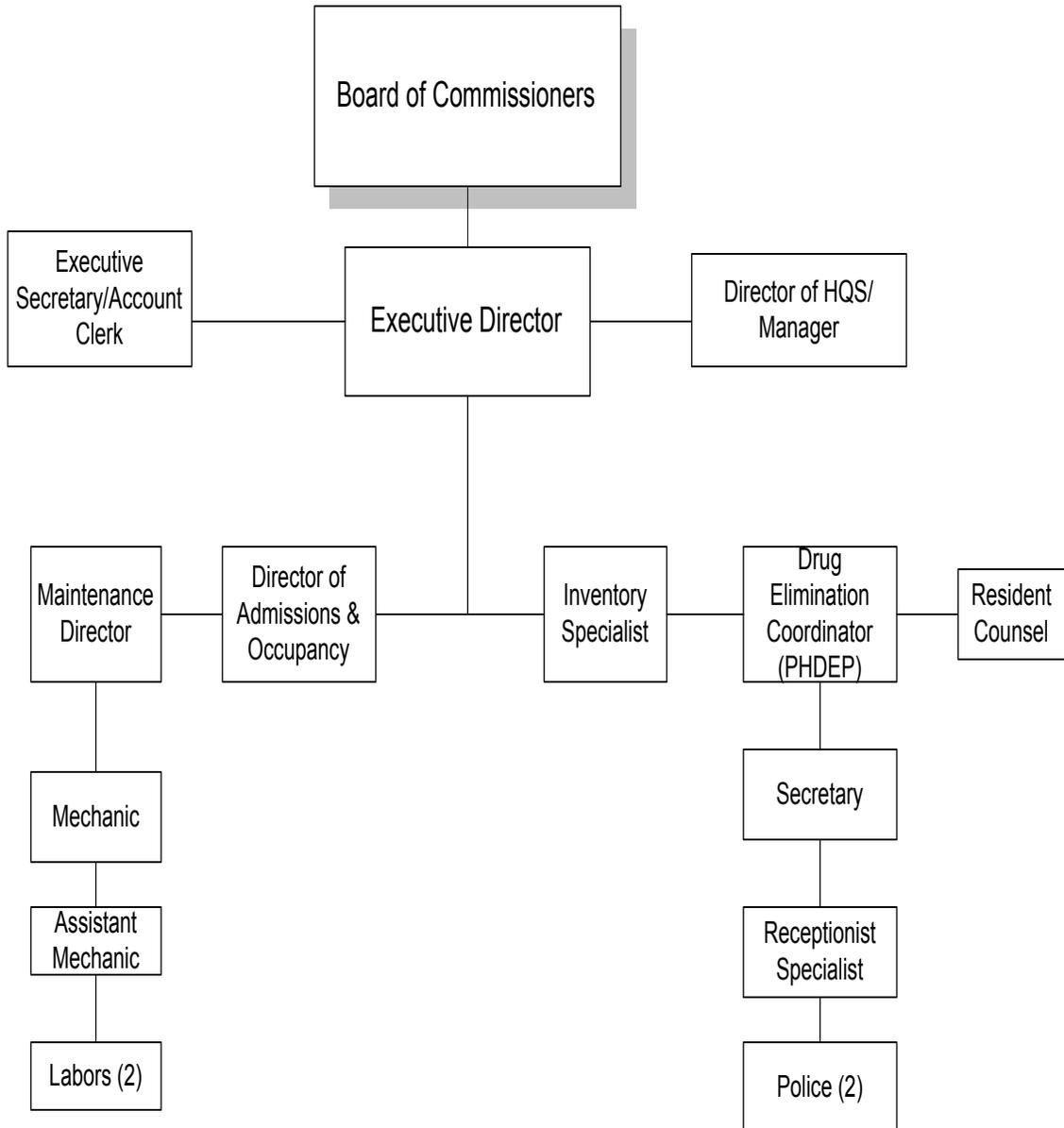
**A. PHA Management Structure**

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:

# WARNER ROBINS HOUSING AUTHORITY ORGANIZATIONAL CHART



**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	427	2%
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	427	2%
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)

- |                                    |                 |
|------------------------------------|-----------------|
| Admissions and Continued Occupancy | Capitalization  |
| Cash Mgt & Investment              | Deconcentration |
| Disposition of Property            | Insurance       |
| One Strike                         | Pet             |
| Personnel                          | Procurement     |
| Safety                             |                 |

(2) Section 8 Management: (list below)

None

## 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 (ga160a01)

-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 (ga160a01)

-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: <u>(DD/MM/YY)</u>	
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)

- Part of the development  
 Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

status)

- Conversion Plan in development
- Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- Conversion Plan approved by HUD on: (DD/MM/YYYY)
- Activities pursuant to HUD-approved Conversion Plan underway

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

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

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

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

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

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

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

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

#### 2. Activity Description

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

<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? 06/25/00

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

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

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

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

a. Participation Description

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

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

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

All Developments

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

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

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

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

All Developments

**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)

All Developments

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

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
- Yes  No: This PHDEP Plan is Attachment ga160c01

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

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

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

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

### **18. Other Information**

[24 CFR Part 903.7 9 (r)]

#### **A. Resident Advisory Board Recommendations**

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

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

- Attached at Attachment (File name)
- Provided below:

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (Warner Robins, 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 the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

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

The city's (Warner Robins) goal is that all citizens be housed in decent affordable quarters. Certain groups of citizens face serious housing problems, especially in relation to affordability. The following groups are particularly beleaguered. Extremely low and low-income renter households in all family types.

**D. Other Information Required by HUD**

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

## Attachments

### Attachment A

#### **Deconcentration Policy**

##### **Introduction**

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires that the Authority adopt policies and procedures governing the deconcentration of very low-income families and income mixing as required by section 10(a)(3)(B) of the 1937 Housing Act. To implement this requirement, the Authority will compare the relative incomes of each development occupied predominantly by families with children. A development with more than 50% of its occupants being families with children shall be considered to fall under this policy.

The goal of this policy is to create mixed-income communities and lessen the concentration of very low-income families within the Authority's public housing developments through admissions practices designed to bring in higher income tenants to lower income developments and lower income tenants into higher income developments.

The Deconcentration Policy is intended to work in conjunction with the Authority's annual income targeting requirements. The Policy requires that 40% of all new admissions to public housing developments during a fiscal year must be residents whose household income, at the time of admission, is equal to or lower than 30% of the Area Median Income. This "income targeting" requirement is separate from the Deconcentration Policy, which is comparative in nature.

##### **Definitions**

The following definitions are provided in order to clearly and define the affected developments and families under this Deconcentration Policy.

*PHA-Wide Average Household Income:* The average annual household income of all residents of all developments with more than 50% of its occupants being families with children.

*Development Average Household Income:* The average annual household income of all residents of a specific development with more than 50% of its occupants being families with children.

*Higher Income Development:* A development where the Development Average Household Income is greater than 120% of the PHA-Wide Average Household Income.

Lower Income Development: A development where the Development Average Household Income is less than 80% of the PHA-Wide Average Household Income.

Higher Income Family: A family whose annual household income is greater than 120% of the PHA-Wide Average Household Income.

Lower Income Family: A family whose annual household income is less than 80% of the PHA-Wide Average Household Income.

## **Testing**

In order to achieve and maintain deconcentration, the Authority will calculate the PHA-Wide Average Household Income for all developments with 50% or more of its occupants being families with children on at least an annual basis. At the same time, the Authority will calculate the Development Average Household Income for each development with 50% or more of its occupants being families with children. The results shall be documented as follows:

- a) If the Development Average Household Income for a particular development is greater than 120% of the PHA-Wide Average Household Income, then that development shall be identified as a High-Income Development.
- b) If the Development Average Household Income for a particular development is less than 80% of the PHA-Wide Average Household Income, then that development shall be identified as a Low-Income Development.

*Testing can be run more frequently to determine the effectiveness of various initiatives employed to achieve deconcentration.*

## **Corrective Action**

Once a development has been identified as a High-Income Development or a Low-Income Development, the Authority will define and communicate specific procedures to be employed with the goal of achieving deconcentration. It is the goal of the Authority to generally increase the level of income for residents of public housing, create more stratified developments, and obtain agency self sufficiency, therefore; the Deconcentration Policy shall not be employed to be counterproductive to that goal. In addition, the policy will, under no circumstances, be employed though steering or in any way reducing the choice in residence of the individual family.

*In order to correct a concentrated development, the Authority will, to the greatest extent possible, provide incentives to promote a Lower-Income Family to select a Higher-Income Development and to promote a Higher-Income Family to select a Lower-Income Development.*

Procedures to be employed in the development of a corrective action plan may include:

- a) Incentives to select particular developments.
- b) Payment Plans for deposits.
- c) Flexibility in move-in dates.

Since it is impossible to design a policy that will address every scenario, the Authority will, upon the identification of a need to deconcentrate, develop a specific Action Plan that will be included in the Annual Plan update.

## **Attachment B**

### **Implementation of Community Service Requirement**

#### **Exceptions for not fulfilling Community Service**

The following exceptions will be granted for the month in which the following conditions occur:

- A. Illness of the participant or participants' dependents that require hospitalization; or
- B. Death of an immediate family member.

#### **Quarterly Determination**

For each public housing resident, the Housing Authority shall, review and determine the compliance of the resident with the requirement quarterly by the Program Coordinator. Such determination shall be made in accordance with the principles of due process and on a non-discriminatory basis.

#### **Non-Compliance**

If the Housing Authority determines that a resident subject to requirement is non-compliant, the PHA shall notify the resident in writing of such non-compliance. The written notification shall state that the determination of noncompliance is subject to the administrative grievance procedure. Failure by the resident to enter into a cooperative agreement, before the expiration of the lease may be cause for lease termination.

#### **Coordination**

As an on-going process, the PHA will enter into a cooperative agreement with the Department of Family and Children Services, to share information and/or target supportive services. The PHA will coordinate its efforts with client referrals, information sharing regarding mutual clients and jointly administer the program.

## How the Program will be Administered

- A. The resident will have the option of finding a community service position or the PHA Program Coordinator will work with the resident in finding a community service position.
- B. Community Service Cooperative Agreement  
An agreement will be signed by the agency receiving the community worker and the community worker detailing responsibilities, hours in which this individual will work, and expectation of the agency.
- C. Time Sheets  
Residents will be required to provide time sheets to the Program Coordinator signed by the agency on the 5<sup>th</sup> workday of each month certifying that they have fulfilled the eight hours required community service the previous month.
- D. Transportation  
The PHA will not provide transportation. The residents will be responsible for providing their own transportation to perform community service requirements.
- E. The cooperative agreements will be reviewed quarterly by the program coordinator.

## Grievance Procedure

The following procedures apply to the request for a formal grievance hearing under this procedure.

1. If the complainant is not satisfied with the notice of lease termination for failure to comply with the community service requirements, the complainant must submit a written request for a grievance hearing with the Executive Director, no later than five (5) business days after the complainant has received a notice of lease termination.

Failure to request a hearing within five (5) business days of the date of the eviction notice, the eviction becomes final and the PHA is not obligated to offer a grievance hearing.

## Attachment C

### **Pet Policy**

#### I. **Purpose**

In compliance with Section 227 of Title II of the Housing and Urban-Rural Recovery Act of 1983, and with 24 CFR Parts 5, 243, 842, and 942, Final Rule, the Housing Authority will permit residents of housing projects built exclusively for occupancy by the elderly and persons with disabilities, to own and keep common household pets in their apartment. This policy sets forth the conditions and guidelines under which pets will be permitted. This policy is to be adhered to at all times.

The purpose of the policy is to ensure that pet ownership will not be injurious to persons or property, or violate the rights of all residents to clean, quiet, and safe surroundings.

#### Common Household Pets are Defined as Follows:

Birds: Including canary, parakeet, finch and other species that are normally kept caged; birds of prey are not permitted.

Fish: Tanks or aquariums are not to exceed 20 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one (1) tank or aquarium is permitted per apartment.

Dogs: Not to exceed thirty (30) pounds at time of maturity. All dogs must be neutered or spayed.

Cats: All cats must be neutered or spayed and declawed.

Exotic pets such as snakes, monkeys, rodents, etc are not allowed.

#### II. **Registration**

Every pet must be registered with the Housing Authority's management prior to moving the pet into the unit and updated annually thereafter. Registration requires the following:

- A. A certificate signed by a licensed veterinarian, or a state or local authority empowered to inoculate animals (or designated agent of such authority), stating that the animal has received all inoculations required by the state and local law, if applicable (dogs, cats).
- B. Proof of current license, if applicable (dogs, cats).
- C. Identification tag bearing the owner's name, address, and phone number (dogs, cats.)

- D. Proof of neutering/spaying and/or declawing, if applicable (dogs, cats.)
- E. Photograph (no smaller than 3x5) of pet or aquarium.
- F. The name, address, and phone number of a responsible party that will care for the pet if the owner becomes temporarily incapacitated.
- G. Fish - size of tank or aquarium must be registered.

III. **Licenses and Tags**

Every dog and cat must wear the appropriate local animal license, a valid rabies tag and a tag bearing the owner's name, address and phone number. All licenses and tags must be current.

IV. **Density of Pets**

Only one (1) dog or cat will be allowed per apartment. Only two (2) birds will be allowed per apartment. The Housing Authority only will give final approval on type and density of pets.

V. **Visitors and Guests**

No visitor or guest will be allowed to bring pets on the premises at anytime. Residents will not be allowed to Pet Sit or House a Pet without fully complying with this policy.

Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.

VI. **Pet Restraints**

- A. All dogs must be on a leash when not in the owner's apartment. The leash must be no longer than three (3) feet.
- B. Cats must be in a caged container or on a leash when taken out of the owner's apartment.
- C. Birds must be in a cage when inside of the resident's apartment or entering or leaving the building.

VII. **Liability**

Residents owning pets shall be liable for the entire amount of all damages to the Housing Authority premises caused by their pet and all cleaning, defleaing and deodorizing required because of such pet. Pet owners shall be strictly liable for the entire amount of any injury to the person or property of other residents, staff or visitors of the Housing Authority caused by their pet, and shall indemnify the Housing Authority for all costs of litigation and attorney's fees resulting from such damage. Pet liability insurance can be obtained through most insurance agents and companies.

VIII. **Sanitary Standards and Waste Disposal**

- A. Litter boxes must be provided for cats with use of odor-reducing chemicals.
- B. Fur-bearing pets must wear effective flea collars at all times. Should extermination become necessary, cost of such extermination will be charged to pet owner.
- C. Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to Authority property due to pet or removal of pet feces by staff.
  - (i) All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage container and/or trash compactor.
  - (ii) Residents with litter boxes must clean them regularly. Noncompliance may result in removal of the pet. The Housing Authority reserves the right to impose a mandatory twice weekly litter box cleaning depending on need. Litter box garbage shall be placed in a plastic bag and deposited outside the building in the garbage container and/or trash compactor.
- D. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Pet owner's apartments may be subject to inspections once a month.

IX. **General Rules**

The resident agrees to comply with the following rules imposed by the Housing Authority:

- A. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time.
- B. Pet owners will be required to make arrangements for their pets in the event of vacation or hospitalization.
- C. Dog houses are not allowed on Authority property.

X. **Pet Rule Violation and Pet Removal**

- A. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has violated a rule governing the pet policy, the Housing Authority shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.
- B. If a pet poses a nuisance such as excessive noise, barking, or whining which disrupts the peace of other residents, owner will remove the pet from premises upon request of management within 48 hours. Nuisance complaints regarding pets are subject to immediate inspections.
- C. If a pet owner becomes unable either through hospitalization or illness to care for the pet and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, the Housing Authority can officially remove the pet. The Authority accepts no responsibility for pets so removed.

XI. **Rule Enforcement**

Violation of these pet rules will prompt a written notice of violation. The pet owner will have seven (7) days to correct the violation or request an informal hearing at which time the Authority's Grievance Procedure will be followed.

XII. **Grievance**

Management and resident agree to utilize the Grievance Procedure described in the Lease Agreement to resolve any dispute between resident and management regarding a pet.

XIII. **Damage Deposit**

A “Pet Damage Deposit” will be required for dogs and cats only, however, all pet owners must comply with registration rules for all other pets. The “Pet Damage Deposit” must be paid in advance and is to be used to pay reasonable expenses directly attributable to the presence of the pet in the project including (but not limited to) the cost of repairs and replacements to, and fumigation of, the resident’s dwelling unit. The amount of the “Pet Damage Deposit” will be \$100.

XIV. **Exceptions**

This policy does not apply to animals that are used to assist persons with disabilities. This exclusion applies to animals that reside in the development, as well as animals used to assist persons with disabilities that visit the development. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. The Authority shall maintain a list of agencies that provide and/or train animals to give assistance to individuals with disabilities.

## **Attachment D**

### **Statement of Progress in Meeting Five-Year Plan Mission and Goals**

The Warner Robins Housing Authority has achieved the four goals and objectives detailed in the Five Year Plan. We are committed to continuing and maintaining these goals and objectives for the betterment of the people we service. The Housing Authority is on track with the details outlined in the Five-Year Plan.

## **Attachment E**

### **Resident Membership on the PHA Governing Board**

<b>Resident Commissioner:</b>	Tamela Johnson
<b>Term Length and Expiration:</b>	4 Years, expires November, 2003
<b>Appointing Official:</b>	Mayor of Warner Robins

## **Attachment F**

### **Membership of the Resident Advisory Board**

The following persons are all members of the Resident Advisory Board for the PHA:

Angela Askew	Sandra Spencer	Saundra Giles	Trudy Ragin
Francisco Pascual	Hattie Smith	Opal Phillips	Mabel Jackson
Eddie Richardson	Howard Young	Willie Sandifer	Luci Thomas
Hawaii Thorpe	Mary Moody	Fannie Tobler	Shirley Thomas
Louis Laney, Jr.			

## **Attachment G**

### **Resident Assessment and Satisfaction Survey Follow-Up Plan**

#### **Overview**

The results of the Resident Service and Satisfaction Survey indicates that the Housing Authority of the City of Warner Robins received a score of 71% under the Communications section, a 68% under the Safety section, a 75% under the Services section, and a 65% under the Neighborhood Appearance section. As a result, we are required to include this Resident Assessment Follow-Up Plan along with our PHA Annual Plan for our fiscal year which begins on July 1, 2001.

Our Authority is interested in addressing any real or perceived concerns that the residents may have regarding communication, safety, services and neighborhood appearance. We will strive to make any necessary and appropriate improvements to our management operations and address all safety issues. Unfortunately, we are unable to address the specific concerns expressed by the residents because we have been unable to obtain the detailed information from HUD.

#### **Resident Survey**

In the absence of any specific information from HUD relating to the concerns expressed by the residents in the Survey, we determined that our best course of action was to discuss our goals pertaining to the scores we have received.

#### **Communication and Services**

**GOAL:** To provide quality customer service and improve the quality of communication to all residents.

**ACTION:** Meet with the Resident Advisory Board and discuss their concerns regarding any of the sections outlined in the Survey pertaining to communication and customer service. Meet with the staff periodically to discuss the importance of communication and improving customer service. The Housing Authority will strive to continue to improve the quality of service we provide and address the issues brought forth by the Advisory Board. The Authority shall achieve a level of customer satisfaction that gives the Agency the highest possible score in this element of the Public Housing Assessment System. This will be an on-going process.

### **Safety**

**GOAL:** To address the concern of residents pertaining to safety and security outlined in the Resident Service and Satisfaction Survey; develop programs that focus on improving security.

**ACTION:** The Housing Authority will have the HA Police Team meet with new residents to discuss ways to secure their home and how to report crime. The Police Team will also have meetings pertaining to safety and security. We will continue to implement our Barring Policy. We will address all concerns pertaining to safety and security and address all issues presented to us by the Warner Robins Police Department Incident Reports. This will be an on-going process.

### **Neighborhood Appearance**

**GOAL:** To improve the overall neighborhood appearance.

**ACTION:** The Authority shall achieve proper curb appeal for its public housing developments by improving landscaping, keeping its grass cut, making properties litter free and other actions. This will be an on-going process.

## Attachment H

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

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

A “Substantial Deviation” from the 5-Year Plan is an overall change in the direction of the Authority pertaining to the Authority’s Goals and Objectives. This includes changing the Authority’s Goals and Objectives.

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

A “Significant Amendment or Modification” to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:

- Changes to rent or admissions policies or organization of the waiting list.
- Additions of non-emergency work items over \$5,000(items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

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

PHA Name: Housing Authority of the City of Warner Robins	Grant Type and Number Capital Fund Program Grant No: GA06P160501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
----------------------------------------------------------	----------------------------------------------------------------------------------------------------------------	---------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$73,791.00			
3	1408 Management Improvements Soft Costs	\$71,422.00			
	Management Improvements Hard Costs				
4	1410 Administration	\$51,563.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$41,741.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$0.00			
10	1460 Dwelling Structures	\$499,392.00			
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	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$737,909.00			
	Amount of line 20 Related to LBP Activities				

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

PHA Name: Housing Authority of the City of Warner Robins	Grant Type and Number Capital Fund Program Grant No: GA06P160501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line 20 Related to Section 504 compliance				
	Amount of line 20 Related to Security –Soft Costs				
	Amount of Line 20 related to Security-- Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	\$315,130.00			
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program Grant No: GA06P160501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-Wide	Operations	1406	100%	\$51,951.00				
GA160-1	Yard Maintenance (Salary and Benefits for two employees)	1406	70	\$3,532.00				
GA160-2	Yard Maintenance (Salary and Benefits for two employees)	1406	30	\$1,538.00				
GA160-3	Yard Maintenance (Salary and Benefits for two employees)	1406	100	\$5,125.00				
GA160-4	Yard Maintenance (Salary and Benefits for two employees)	1406	104	\$5,334.00				
GA160-5	Yard Maintenance (Salary and Benefits for two employees)	1406	50	\$2,568.00				
GA160-6	Yard Maintenance (Salary and Benefits for two employees)	1406	50	\$2,568.00				
GA160-7	Yard Maintenance (Salary and Benefits for two employees)	1406	23	\$1,175.00				
	<b>Subtotal 1406</b>			<b>\$73,791.00</b>				
PHA-Wide	Drug Elimination Coordinator Salary	1408	1	\$38,181.00				
	Supplement RIC Salary	1408	1	\$8,241.00				
	Travel Expenses	1408	100%	\$15,000.00				
	Boys and Girls	1408	1	\$10,000.00				
	<b>Subtotal 1408</b>			<b>\$71,422.00</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: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program Grant No: GA06P160501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
PHA-Wide	Executive Director's Salary (25%)		1410	25%	\$13,736.00			
	Maintenance Supervisor's Salary (25%)		1410	25%	\$8,099.00			
	Modernization Secretary Salary		1410	100%	\$20,808.00			
	Modernization Secretary Benefits		1410	100%	\$8,920.00			
	<b>Subtotal 1410</b>				<b>\$51,563.00</b>			
GA160-3	A/E Design and Expense		1430	100%	\$41,741.00			
	<b>Subtotal 1430</b>				<b>\$41,741.00</b>			
GA160-3	Replace Interior Water Piping (& new chase wall)		1460	100	\$315,130.00			
GA160-3	Replace Kitchen Cabinets		1460	100	\$184,262.00			
	<b>Subtotal 1460</b>				<b>\$499,392.00</b>			
	<b>Grand Total</b>				<b>\$737,909.00</b>			

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

PHA Name: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program No: GA06P1600501-01 Replacement Housing Factor No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
GA160-1	3/31/03			3/31/04			
GA160-2	3/31/03			3/31/04			
GA160-3	3/31/03			3/31/04			
GA160-4	3/31/03			3/31/04			
GA160-5	3/31/03			3/31/04			
GA160-6	3/31/03			3/31/04			
GA160-7	3/31/03			3/31/04			
PHA-Wide	3/31/03			3/31/04			



# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name Housing Authority of the City of Warner Robins		<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: 2003	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2006
	Annual Statement				
GA160-1		\$406,521.00	\$239,620.00		
GA160-2		\$57,486.00		\$124,401.00	
GA160-3		\$12,000.00		\$374,780.00	
GA160-4		\$11,500.00			\$306,532.00
GA160-5		\$6,000.00	\$176,121.00		
GA160-6		\$6,000.00	\$86,000.00		\$190,025.00
GA160-7		\$4,500.00			
PHA-Wide		\$219,322.00	\$221,588.00	\$224,148.00	\$226,772.00
Total CFP Funds (Est.)					
Total Replacement Housing Factor Funds		\$723,329.00	\$723,329.00	\$723,329.00	\$723,329.00

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

Activities for Year 1	Activities for Year : 2 FFY Grant: 2002 PHA FY: 2003			Activities for Year: 3 FFY Grant: 2003 PHA FY: 2004		
	PHA-Wide	Operations	\$72,333.00	PHA-Wide	Operations	\$72,333.00
	PHA-Wide	Drug Elimination Coordinator's Salary	\$39,149.00	PHA-Wide	Drug Elimination Coordinator's Salary	\$39,932.00
	PHA-Wide	Supplement RIC Salary	\$8,496.00	PHA-Wide	Supplement RIC Salary	\$8,574.00
	PHA-Wide	Executive Director's Salary (25%)	\$14,011.00	PHA-Wide	Executive Director's Salary (25%)	\$14,361.00
	PHA-Wide	Maintenance Supervisor's Salary (25%)	\$8,261.00	PHA-Wide	Maintenance Supervisor's Salary (25%)	\$8,468.00
	PHA-Wide	Modernization Secretary Salary	\$21,224.00	PHA-Wide	Modernization Secretary Salary	\$21,755.00
	PHA-Wide	Modernization Secretary Benefits	\$9,098.00	PHA-Wide	Modernization Secretary Benefits	\$9,325.00
	PHA-Wide	Travel Expenses	\$15,000.00	PHA-Wide	Travel Expenses	\$15,000.00
	PHA-Wide	Boys and Girls	\$10,000.00	PHA-Wide	Boys and Girls	\$10,000.00
	GA160-1	Yard Maintenance	\$3,532.00	GA160-1	Yard Maintenance	\$3,532.00
	GA160-2	Yard Maintenance	\$1,538.00	GA160-2	Yard Maintenance	\$1,538.00
	GA160-3	Yard Maintenance	\$5,125.00	GA160-3	Yard Maintenance	\$5,125.00
	GA160-4	Yard Maintenance	\$5,334.00	GA160-4	Yard Maintenance	\$5,334.00
	GA160-5	Yard Maintenance	\$2,568.00	GA160-5	Yard Maintenance	\$2,568.00
	GA160-6	Yard Maintenance	\$2,568.00	GA160-6	Yard Maintenance	\$2,568.00
	GA160-7	Yard Maintenance	\$1,175.00	GA160-7	Yard Maintenance	\$1,175.00

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

Activities for Year 1	Activities for Year : 2 FFY Grant: 2002 PHA FY: 2003			Activities for Year: 3 FFY Grant: 2003 PHA FY: 2004		
	GA160-1	A & E Fees	\$32,660.00	GA160-6	A & E Fees	\$11,000.00
	GA160-2	A & E Fees	\$6,680.00	GA160-1	A & E Fees	\$21,620.00
	GA160-1	Topographical Survey	\$8,500.00	GA160-5	A & E Fees	\$16,445.00
	GA160-2	Topographical Survey	\$4,000.00			
	GA160-3	Topographical Survey	\$12,000.00	GA160-6	Reroofing	\$75,000.00
	GA160-4	Topographical Survey	\$11,500.00			
	GA160-5	Topographical Survey	\$6,000.00	GA160-1	Repair/Replace Handrails	\$50,000.00
	GA160-6	Topographical Survey	\$6,000.00	GA160-1	Erosion Control	\$105,000.00
	GA160-7	Topographical Survey	\$4,500.00	GA160-1	Repair Sidewalks	\$56,000.00
				GA160-1	Remove Exposed Tree Roots	\$7,000.00
	GA160-1	Replace Interior Water Piping (& new chase wall)	\$241,361.00			
	GA160-1	Replace Kitchen Cabinets	\$102,000.00	GA160-5	Repair/Replace Handrails	\$25,000.00
	GA160-1	Repair/Replace Handrails	\$22,000.00	GA160-5	Erosion Control	\$85,000.00
				GA160-5	Repair Sidewalks	\$42,176.00
	GA160-2	Replace Interior Water Piping (& new chase wall)	\$32,006.00	GA160-5	Remove Exposed Tree Roots	\$7,500.00
	GA160-2	Replace Kitchen Cabinets	\$14,800.00			

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

Activities for Year 1	Activities for Year : 4 FFY Grant: 2004 PHA FY: 2005			Activities for Year: 5 FFY Grant: 2005 PHA FY: 2006		
	PHA-Wide	Operations	\$72,333.00	PHA-Wide	Operations	\$72,333.00
	PHA-Wide	Drug Elimination Coordinator's Salary	\$40,930.00	PHA-Wide	Drug Elimination Coordinator's Salary	\$41,953.00
	PHA-Wide	Supplement RIC Salary	\$8,788.00	PHA-Wide	Supplement RIC Salary	\$9,008.00
	PHA-Wide	Executive Director's Salary (25%)	\$14,720.00	PHA-Wide	Executive Director's Salary (25%)	\$15,088.00
	PHA-Wide	Maintenance Supervisor's Salary (25%)	\$8,680.00	PHA-Wide	Maintenance Supervisor's Salary (25%)	\$8,897.00
	PHA-Wide	Modernization Secretary Salary	\$22,299.00	PHA-Wide	Modernization Secretary Salary	\$22,856.00
	PHA-Wide	Modernization Secretary Benefits	\$9,558.00	PHA-Wide	Modernization Secretary Benefits	\$9,797.00
	PHA-Wide	Travel Expenses	\$15,000.00	PHA-Wide	Travel Expenses	\$15,000.00
	PHA-Wide	Boys and Girls	\$10,000.00	PHA-Wide	Boys and Girls	\$10,000.00
	GA160-1	Yard Maintenance	\$3,532.00	GA160-1	Yard Maintenance	\$3,532.00
	GA160-2	Yard Maintenance	\$1,538.00	GA160-2	Yard Maintenance	\$1,538.00
	GA160-3	Yard Maintenance	\$5,125.00	GA160-3	Yard Maintenance	\$5,125.00
	GA160-4	Yard Maintenance	\$5,334.00	GA160-4	Yard Maintenance	\$5,334.00
	GA160-5	Yard Maintenance	\$2,568.00	GA160-5	Yard Maintenance	\$2,568.00
	GA160-6	Yard Maintenance	\$2,568.00	GA160-6	Yard Maintenance	\$2,568.00
	GA160-7	Yard Maintenance	\$1,175.00	GA160-7	Yard Maintenance	\$1,175.00

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

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

Activities for Year 1	Activities for Year : 4 FFY Grant: 2004 PHA FY: 2005			Activities for Year: 5 FFY Grant: 2005 PHA FY: 2006		
	GA160-3	A & E Fees	\$32,780.00	GA160-4	A & E Fees	\$27,075.00
	GA160-2	A & E Fees	\$12,401.00	GA160-6	A & E Fees	\$17,525.00
	GA160-3	Repair/Replace Handrails	\$85,000.00	GA160-1	Repair/Replace Handrails	\$104,857.00
	GA160-3	Erosion Control	\$167,000.00	GA160-1	Erosion Control	\$81,000.00
	GA160-3	Repair Sidewalks	\$80,000.00	GA160-1	Repair Sidewalks	\$83,200.00
	GA160-3	Remove Exposed Tree Roots	\$10,000.00	GA160-1	Remove Exposed Tree Roots	\$10,400.00
	GA160-2	Repair/Replace Handrails	\$35,000.00	GA160-5	Repair/Replace Handrails	\$42,500.00
	GA160-2	Erosion Control	\$50,000.00	GA160-5	Erosion Control	\$85,000.00
	GA160-2	Repair Sidewalks	\$24,000.00	GA160-5	Repair Sidewalks	\$40,000.00
	GA160-2	Remove Exposed Tree Roots	\$3,000.00	GA160-5	Remove Exposed Tree Roots	\$5,000.00

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

<b>PHA Name:</b> Housing Authority of the City of Warner Robins	<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P160501-00 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2000
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/00  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	\$72,333.00		\$36,769.00	\$36,769.00
3	1408 Management Improvements Soft Costs	\$70,708.00		\$41,217.78	\$41,217.78
	Management Improvements Hard Costs				
4	1410 Administration	\$50,552.00		\$29,271.96	\$29,271.96
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$24,900.00		\$763.17	\$763.17
8	1440 Site Acquisition				
9	1450 Site Improvement	\$21,840.00		\$1,995.00	\$1,995.00
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable	\$101,150.00		\$0.00	\$0.00
12	1470 Nondwelling Structures	\$322,646.00		\$108,476.09	\$0.00
13	1475 Nondwelling Equipment	\$55,000.00		\$0.00	\$0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$4,200.00		\$0.00	\$0.00
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$723,329.00		\$218,493.00	\$110,016.91

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

<b>PHA Name:</b> Housing Authority of the City of Warner Robins	<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P160501-00 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2000
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Original Annual Statement
  Reserve for Disasters/ Emergencies
  Revised Annual Statement (revision no: )
   
 Performance and Evaluation Report for Period Ending: 12/31/00
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 compliance				
	Amount of line 20 Related to Security –Soft Costs				
	Amount of Line 20 related to Security-- Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program Grant No: GA06P1600501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-Wide	Operations	1406	100%	\$72,333.00		\$36,769.00	\$36,769.00	in progress
	<b>Subtotal 1406</b>			<b>\$72,333.00</b>		<b>\$36,769.00</b>	<b>\$36,769.00</b>	
PHA-Wide	Drug Elimination Coordinator Salary	1408	1	\$37,629.00		\$33,932.41	\$33,932.41	in progress
	Supplement RIC Salary	1408	1	\$8,079.00		\$7,285.37	\$7,285.37	in progress
	Travel Expenses	1408	100%	\$15,000.00		\$0.00	\$0.00	in progress
	Boys and Girls	1408	1	\$10,000.00		\$0.00	\$0.00	in progress
	<b>Subtotal 1408</b>			<b>\$70,708.00</b>		<b>\$41,217.78</b>	<b>\$41,217.78</b>	
PHA-Wide	Executive Director's Salary (25%)	1410	25%	\$13,467.00		\$7,798.02	\$7,798.02	in progress
	Maintenance Supervisor's Salary (25%)	1410	25%	\$7,940.00		\$4,597.63	\$4,597.63	in progress
	Modernization Secretary Salary	1410	100%	\$20,400.00		\$11,812.55	\$11,812.55	in progress
	Modernization Secretary Benefits	1410	100%	\$8,745.00		\$5,063.76	\$5,063.76	in progress
	<b>Subtotal 1410</b>			<b>\$50,552.00</b>		<b>\$29,271.96</b>	<b>\$29,271.96</b>	
PHA-Wide	A/E Design and Expense	1430	100%	\$24,900.00		\$763.17	\$763.17	in progress
GA160-3	A/E Design and Expenses	1430		\$0.00		\$0.00	\$0.00	omitted
	<b>Subtotal 1430</b>			<b>\$24,900.00</b>		<b>\$763.17</b>	<b>\$763.17</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: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program Grant No: GA06P1600501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acet No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
GA160-1	Yard Maintenance (Salary and Benefits for two employees)		1450	70	\$3,532.00		\$1,995.00	\$1,995.00	in progress
GA160-2	Yard Maintenance (Salary and Benefits for two employees)		1450	30	\$1,538.00		\$0.00	\$0.00	in progress
GA160-3	Yard Maintenance (Salary and Benefits for two employees)		1450	100	\$5,125.00		\$0.00	\$0.00	in progress
GA160-4	Yard Maintenance (Salary and Benefits for two employees)		1450	104	\$5,334.00		\$0.00	\$0.00	in progress
GA160-5	Yard Maintenance (Salary and Benefits for two employees)		1450	50	\$2,568.00		\$0.00	\$0.00	in progress
GA160-6	Yard Maintenance (Salary and Benefits for two employees)		1450	50	\$2,568.00		\$0.00	\$0.00	in progress
GA160-7	Yard Maintenance (Salary and Benefits for two employees)		1450	23	\$1,175.00		\$0.00	\$0.00	in progress
	<b>Subtotal 1450</b>				<b>\$21,840.00</b>		<b>\$1,995.00</b>	<b>\$1,995.00</b>	
GA160-3	Replace interior water piping		1460		\$0.00		\$0.00	\$0.00	omitted
GA160-3	Replace kitchen cabinets		1460		\$0.00		\$0.00	\$0.00	omitted
	<b>Subtotal 1460</b>				<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	
GA160-2	Ranges		1465.1	7	\$2,450.00		\$0.00	\$0.00	in progress

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

PHA Name: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program Grant No: GA06P1600501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acet No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
GA160-4	Refrigerators		1465.1	99	\$34,650.00		\$0.00	\$0.00	in progress
GA160-4	Ranges		1465.1	99	\$35,350.00		\$0.00	\$0.00	in progress
GA160-5	Ranges		1465.1	5	\$1,750.00		\$0.00	\$0.00	in progress
GA160-6	Refrigerators		1465.1	30	\$10,500.00		\$0.00	\$0.00	in progress
GA160-6	Ranges		1465.1	47	\$16,450.00		\$0.00	\$0.00	in progress
	<b>Subtotal 1465.1</b>				<b>\$101,150.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	
PHA-Wide	Renovation of Administration Offices (This includes the conversion of an existing unit at GA160-4 to a community laundry room.)		1470	1	\$213,322.00		\$108,476.09	\$0.00	in progress
PHA-Wide	Construct a new pre-engineered maintenance building including site development (complete 707-99)		1470	1	\$109,324.00		\$0.00	\$0.00	in progress
	<b>Subtotal 1470</b>				<b>\$322,646.00</b>		<b>\$108,476.09</b>	<b>\$0.00</b>	
PHA-Wide	Furnishings for Administration and Maintenance		1475	100%	\$40,000.00		\$0.00	\$0.00	in progress
PHA-Wide	New maintenance truck		1475	1	\$15,000.00		\$0.00	\$0.00	in progress
	<b>Subtotal 1475</b>				<b>\$55,000.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	
PHA-Wide	Relocation		1495.1	2	\$4,200.00		\$0.00	\$0.00	in progress
	<b>Subtotal 1495.1</b>				<b>\$4,200.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	

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

<b>PHA Name:</b> Housing Authority of the City of Warner Robins		<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P1600501-00 Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acet No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
	<b>Grand Total</b>				<b>\$723,329.00</b>		<b>\$218,493.00</b>	<b>\$110,016.91</b>

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

<b>PHA Name: Housing Authority of the City of Warner Robins</b>		<b>Grant Type and Number</b> Capital Fund Program No: GA06P1600501-00 Replacement Housing Factor No:					<b>Federal FY of Grant: 2000</b>
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
GA160-1	3/31/01			3/31/02			
GA160-2	3/31/01			3/31/02			
GA160-3	3/31/01			3/31/02			
GA160-4	3/31/01			3/31/02			
GA160-5	3/31/01			3/31/02			
GA160-6	3/31/01			3/31/02			
GA160-7	3/31/01			3/31/02			
Management Improvements	3/31/01			3/31/02			
PHA-Wide	3/31/01			3/31/02			

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

<b>PHA Name:</b> Housing Authority of the City of Warner Robins	<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P160707-99 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 1999
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/00  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	\$54,812.00	\$54,812.00	\$54,812.00	\$54,147.88
	Management Improvements Hard Costs				
4	1410 Administration	\$48,664.00	\$49,560.00	\$49,560.00	\$49,560.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$80,665.55	\$80,665.55	\$80,665.55	\$73,463.25
8	1440 Site Acquisition				
9	1450 Site Improvement	\$21,840.00	\$21,840.00	\$21,840.00	\$21,840.00
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable	\$33,250.00	\$33,250.00	\$33,250.00	\$6,270.20
12	1470 Nondwelling Structures	\$376,654.05	\$375,758.05	\$375,758.05	\$41,521.00
13	1475 Nondwelling Equipment	\$770.40	\$770.40	\$770.40	\$770.40
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$616,656.00	\$616,656.00	\$616,656.00	\$247,572.73

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

<b>PHA Name:</b> Housing Authority of the City of Warner Robins	<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P160707-99 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 1999
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/00  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 compliance				
	Amount of line 20 Related to Security –Soft Costs				
	Amount of Line 20 related to Security-- Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the City of Warner Robins			Grant Type and Number Capital Fund Program Grant No: GA06P160707-99 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-Wide	Drug Elimination Coordinator Salary		1408	1	\$36,891.00	\$36,891.00	\$36,891.00	\$36,891.00	Expended
	Supplement RIC Salary		1408	1	\$7,921.00	\$7,921.00	\$7,921.00	\$6,530.96	Expended
	Boys and Girls		1408	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	Expended
	<b>Subtotal 1408</b>				<b>\$54,812.00</b>	<b>\$54,812.00</b>	<b>\$54,812.00</b>	<b>\$54,147.88</b>	
PHA-Wide	Executive Director's Salary (25%)		1410	1	\$14,883.90	\$14,883.90	\$14,883.90	\$14,883.90	Expended
	Maintenance Supervisor's Salary (25%)		1410	1	\$8,192.90	\$8,192.90	\$8,192.90	\$8,192.90	Expended
	Modernization Secretary Salary		1410	1	\$17,910.20	\$18,179.03	\$18,179.03	\$18,179.03	Expended
	Modernization Secretary Benefits		1410	1	\$7,677.00	\$9,304.17	\$9,304.17	\$9,304.17	Expended
	<b>Subtotal 1410</b>				<b>\$48,664.00</b>	<b>\$49,560.00</b>	<b>\$49,560.00</b>	<b>\$49,560.00</b>	
PHA-Wide	A/E Design and Expense		1430	1	\$62,665.55	\$62,665.55	\$62,665.55	\$55,463.25	In Construction Phase
PHA-Wide	Five-Year Agency Plan		1430	1	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	Expended
	<b>Subtotal 1430</b>				<b>\$80,665.55</b>	<b>\$80,665.55</b>	<b>\$80,665.55</b>	<b>\$73,463.25</b>	
GA160-1	Yard Maintenance (Salary and Benefits		1450	70	\$3,532.00	\$3,532.00	\$3,532.00	\$3,532.00	Expended

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

PHA Name: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program Grant No: GA06P160707-99 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	for two employees)								
GA160-2	Yard Maintenance (Salary and Benefits for two employees)		1450	30	\$1,538.00	\$1,538.00	\$1,538.00	\$1,538.00	Expended
GA160-3	Yard Maintenance (Salary and Benefits for two employees)		1450	100	\$5,125.00	\$5,125.00	\$5,125.00	\$5,125.00	Expended
GA160-4	Yard Maintenance (Salary and Benefits for two employees)		1450	104	\$5,334.00	\$5,334.00	\$5,334.00	\$5,334.00	Expended
GA160-5	Yard Maintenance (Salary and Benefits for two employees)		1450	50	\$2,568.00	\$2,568.00	\$2,568.00	\$2,568.00	Expended
GA160-6	Yard Maintenance (Salary and Benefits for two employees)		1450	50	\$2,568.00	\$2,568.00	\$2,568.00	\$2,568.00	Expended
GA160-7	Yard Maintenance (Salary and Benefits for two employees)		1450	23	\$1,175.00	\$1,175.00	\$1,175.00	\$1,175.00	Expended
	<b>Subtotal 1450</b>				<b>\$21,840.00</b>	<b>\$21,840.00</b>	<b>\$21,840.00</b>	<b>\$21,840.00</b>	
GA160-2	Ranges		1465.1	17	\$5,950.00	\$5,950.00	\$5,950.00	\$0.00	Will be ordered soon
GA160-2	Refrigerators		1465.1	9	\$3,150.00	\$3,150.00	\$3,150.00	\$0.00	Will be ordered soon
GA160-3	Refrigerators		1465.1	17	\$5,950.00	\$5,950.00	\$5,950.00	\$0.00	Will be ordered soon
GA160-5	Ranges		1465.1	33	\$11,550.00	\$11,550.00	\$11,550.00	\$6,270.20	50% Purchased

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

PHA Name: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program Grant No: GA06P160707-99 Replacement Housing Factor Grant No:					Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acet No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
GA160-5	Refrigerators		1465.1	3	\$1,050.00	\$1,050.00	\$1,050.00	\$0.00	Will be ordered soon
GA160-6	Refrigerators		1465.1	16	\$5,600.00	\$5,600.00	\$5,600.00	\$0.00	Will be ordered soon
	<b>Subtotal 1465.1</b>				<b>\$33,250.00</b>	<b>\$33,250.00</b>	<b>\$33,250.00</b>	<b>\$6,270.20</b>	
PHA-Wide	Renovation of Administration Offices (This includes the conversion of an existing unit at GA160-4 to a community laundry room.)		1470		\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	Under Construction
PHA-Wide	Construct a new pre-engineered maintenance building including site development (complete 707-99)		1470		\$276,654.05	\$275,758.05	\$275,758.05	\$41,521.00	Under Construction
	<b>Subtotal 1470</b>				<b>\$376,654.05</b>	<b>\$375,758.05</b>	<b>\$375,758.05</b>	<b>\$41,521.00</b>	
PHA-Wide	Office Furnishings		1475		\$770.40	\$770.40	\$770.40	\$770.40	Complete
	<b>Subtotal 1475</b>				<b>\$770.40</b>	<b>\$770.40</b>	<b>\$770.40</b>	<b>\$770.40</b>	
	<b>Grand Total</b>				<b>\$616,656.00</b>	<b>\$616,656.00</b>	<b>\$616,656.00</b>	<b>\$247,572.73</b>	

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

<b>PHA Name:</b> Housing Authority of the City of Warner Robins		<b>Grant Type and Number</b> Capital Fund Program No: GA06P160707-99 Replacement Housing Factor No:				<b>Federal FY of Grant:</b> 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
GA160-1	3/31/01			3/31/02			
GA160-2	3/31/01			3/31/02			
GA160-3	3/31/01			3/31/02			
GA160-4	3/31/01			3/31/02			
GA160-5	3/31/01			3/31/02			
GA160-6	3/31/01			3/31/02			
GA160-7	3/31/01			3/31/02			
Management Improvements	3/31/01			3/31/02			
PHA-Wide	3/31/01			3/31/02			

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

PHA Name: Housing Authority of the City of Warner Robins	Grant Type and Number Capital Fund Program Grant No: GA06P16070698 Replacement Housing Factor Grant No:	Federal FY of Grant: 1998
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/00  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	\$63,043.67		\$63,043.67	\$63,043.67
	Management Improvements Hard Costs				
4	1410 Administration	\$50,229.70		\$50,552.70	\$50,220.70
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$39,101.00		\$39,101.00	\$39,101.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$55,372.28		\$55,372.28	\$55,372.28
10	1460 Dwelling Structures	\$232,428.00		\$232,428.00	\$232,428.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$53,301.45		\$53,301.45	\$53,301.45
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$30,785.90		\$30,785.90	\$30,785.90
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$3,300.00		\$3,300.00	\$3,300.00
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$527,553.00		\$527,553.00	\$527,553.00

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

PHA Name: Housing Authority of the City of Warner Robins	Grant Type and Number Capital Fund Program Grant No: GA06P16070698 Replacement Housing Factor Grant No:	Federal FY of Grant: 1998
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/00  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 compliance				
	Amount of line 20 Related to Security –Soft Costs				
	Amount of Line 20 related to Security-- Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	\$72,751.00		\$72,751.00	\$65,475.90
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program Grant No: GA06P16070698 Replacement Housing Factor Grant No:				Federal FY of Grant: 1998			
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
PHA-Wide	Drug Elimination Coordinator Salary		1408	1	\$42,787.66		\$42,787.66	\$42,787.66	Expended
	Supplement RIC Salary		1408	1	\$6,397.01		\$6,397.01	\$6,397.01	Expended
	Travel Expenses		1408	1	\$3,398.13		\$3,398.13	\$3,398.13	Expended
	Management and Maintenance Training		1408	1	\$4,460.87		\$4,460.87	\$4,460.87	Expended
	Resident Organization (Life Changes)		1408	1	\$6,000.00		\$6,000.00	\$6,000.00	Expended
	<b>Subtotal 1408</b>				<b>\$63,043.67</b>		<b>\$63,043.67</b>	<b>\$59,645.54</b>	
PHA-Wide	Executive Director's Salary (25%)		1410	1	\$17,446.70		\$17,446.70	\$17,446.70	Expended
	Maintenance Supervisor's Salary (25%)		1410	1	\$10,466.06		\$10,466.06	\$10,466.06	Expended
	Modernization Secretary Salary		1410	1	\$16,972.12		\$16,972.12	\$16,972.12	Expended
	Modernization Secretary Benefits		1410	1	\$5,335.82		\$5,335.82	\$5,335.82	Expended
	<b>Subtotal 1410</b>				<b>\$50,220.70</b>		<b>\$50,220.70</b>	<b>\$50,220.70</b>	
GA160-1	A/E Design and Expense		1430	1	\$7,589.93		\$7,589.93	\$7,589.93	Completed
GA160-2	A/E Design and Expense		1430	1	\$10,270.05		\$10,270.05	\$10,270.05	Completed
GA160-3	A/E Design and Expense		1430	1	\$15,824.96		\$15,824.96	\$15,824.96	Completed
GA160-4	A/E Design and Expense		1430	1	\$1,805.35		\$1,805.35	\$1,805.35	Completed
GA160-5	A/E Design and Expense		1430	1	\$1,857.47		\$1,857.47	\$1,857.47	Completed
GA160-6	A/E Design and Expenses		1430	1	\$1,753.24		\$1,753.24	\$1,753.24	Completed
	<b>Subtotal 1430</b>				<b>\$39,101.00</b>		<b>\$39,101.00</b>	<b>\$39,101.00</b>	
GA160-7	Provide playground equipment		1450	1	\$17,000.52		\$17,000.52	\$17,000.52	Completed

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

PHA Name: Housing Authority of the City of Warner Robins		Grant Type and Number Capital Fund Program Grant No: GA06P16070698 Replacement Housing Factor Grant No:					Federal FY of Grant: 1998		
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
GA160-1	Yard Maintenance (Salary and Benefits for two employees)		1450	70	\$5,712.83		\$5,712.83	\$5,712.83	Completed
GA160-2	Yard Maintenance (Salary and Benefits for two employees)		1450	30	\$2,738.00		\$2,738.00	\$2,738.00	Completed
GA160-3	Yard Maintenance (Salary and Benefits for two employees)		1450	100	\$6,325.00		\$6,325.00	\$6,325.00	Completed
GA160-4	Yard Maintenance (Salary and Benefits for two employees)		1450	104	\$6,271.00		\$6,271.00	\$6,271.00	Completed
GA160-5	Yard Maintenance (Salary and Benefits for two employees)		1450	50	\$2,758.00		\$2,758.00	\$2,758.00	Completed
GA160-6	Yard Maintenance (Salary and Benefits for two employees)		1450	50	\$2,768.00		\$2,768.00	\$2,768.00	Completed
GA160-7	Yard Maintenance (Salary and Benefits for two employees)		1450	23	\$1,375.00		\$1,375.00	\$1,375.00	Completed
PHA-Wide	Masonry site signs for each development (supplements the balance funded under the 1997 CGP)		1450	6	\$6,951.43		\$6,951.43	\$6,951.43	Completed
GA160-1	Replace 30% of sanitary sewer lines		1450	30%	\$3,472.50		\$3,472.50	\$3,472.50	Completed
	<b>Subtotal 1450</b>				<b>\$55,372.28</b>		<b>\$55,372.28</b>	<b>\$55,372.28</b>	
GA160-2	Replace interior water piping		1460	21	\$61,607.19		\$61,607.19	\$61,607.19	Completed
GA160-2	Replace kitchen cabinets		1460	21	\$33,680.81		\$33,680.81	\$33,680.81	Completed

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

PHA Name: Housing Authority of the City of Warner Robins			Grant Type and Number Capital Fund Program Grant No: GA06P16070698 Replacement Housing Factor Grant No:				Federal FY of Grant: 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acet No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
GA160-1	Replace exterior door hardware		1460	70	\$26,250.00		\$26,250.00	\$26,250.00	Completed
GA160-2	Replace exterior door hardware		1460	30	\$11,250.00		\$11,250.00	\$11,250.00	Completed
GA160-3	Replace exterior door hardware		1460	100	\$37,500.00		\$37,500.00	\$37,500.00	Completed
GA160-4	Replace exterior door hardware		1460	104	\$19,240.00		\$19,240.00	\$19,240.00	Completed
GA160-5	Replace exterior door hardware		1460	50	\$18,750.00		\$18,750.00	\$18,750.00	Completed
GA160-6	Replace exterior door hardware		1460	50	\$18,750.00		\$18,750.00	\$18,750.00	Completed
Ga160-1	Replace exterior doors		1460	6	\$1,800.00		\$1,800.00	\$1,800.00	Completed
GA160-2	Replace exterior doors		1460	2	\$600.00		\$600.00	\$600.00	Completed
GA160-3	Replace exterior doors		1460	6	\$1,800.00		\$1,800.00	\$1,800.00	Completed
GA160-5	Replace exterior doors		1460	4	\$1,200.00		\$1,200.00	\$1,200.00	Completed
	<b>Subtotal 1460</b>				<b>\$232,428.00</b>		<b>\$232,428.00</b>	<b>\$232,428.00</b>	
GA160-1	Ranges		1465.1	62	\$12,156.10		\$12,156.10	\$12,156.10	Completed
GA160-1	Refrigerators		1465.1	45	\$27,982.93		\$27,982.93	\$27,982.93	Completed
GA160-3	Ranges		1465.1	21	\$5,812.42		\$5,812.42	\$5,812.42	Completed
GA160-3	Refrigerators		1465.1	25	\$7,350.00		\$7,350.00	\$7,350.00	Completed
	<b>Subtotal 1465.1</b>				<b>\$53,301.45</b>		<b>\$53,301.45</b>	<b>\$53,301.45</b>	
GA160-1 (Day	Install air conditioning on existing		1470	1	\$0.00		\$0.00	\$0.00	N/A

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

<b>PHA Name:</b> Housing Authority of the City of Warner Robins		<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P16070698 Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 1998			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acet No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Care)	hydronic system. (omitted)								
GA160-1 (Boys and Girls Club)	Install forced air furnace and air conditioning (omitted)		1470	1	\$0.00		\$0.00	\$0.00	N/A
	<b>Subtotal 1470</b>				<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	
PHA-Wide	Provide a new cellular/two-way system		1475	1	\$3,984.94		\$3,984.94	\$3,984.94	Completed
PHA-Wide	Phone equipment		1475	1	\$4,749.59		\$4,749.59	\$4,749.59	Completed
PHA-Wide	Provide a copier for use PHA-Wide		1475	1	\$7,490.00		\$7,490.00	\$7,490.00	Completed
PHA-Wide	Purchase a backhoe		1475	1	\$14,561.37		\$14,561.37	\$14,561.37	Ordered
	<b>Subtotal 1475</b>				<b>\$30,785.90</b>		<b>\$30,785.90</b>	<b>\$30,785.90</b>	
GA160-2	Relocation Costs		1495.1	21	\$3,300.00		\$3,300.00	\$3,300.00	Completed
	<b>Subtotal 1495.1</b>				<b>\$3,300.00</b>		<b>\$3,300.00</b>	<b>\$3,300.00</b>	
	<b>Grand Total</b>				<b>\$527,553.00</b>		<b>\$527,553.00</b>	<b>\$527,553.00</b>	

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

<b>PHA Name:</b> Housing Authority of the City of Warner Robins		<b>Grant Type and Number</b> Capital Fund Program No: GA06P16070698 Replacement Housing Factor No:				<b>Federal FY of Grant:</b> 1998	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
GA160-1	3/31/00			3/31/01			
GA160-2	3/31/00			3/31/01			
GA160-3	3/31/00			3/31/01			
GA160-4	3/31/00			3/31/01			
GA160-5	3/31/00			3/31/01			
GA160-6	3/31/00			3/31/01			
GA160-7	3/31/00			3/31/01			
PHA-Wide	3/31/00			3/31/01			

# 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 \$93,915**

**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

A strategic plan has been developed through the collaboration of local public agencies, organizations, the Housing Authority and its' residents to establish the focus of our drug elimination plan. The Warner Robins Housing Authority hopes to create a safe and respectable community for the residents to live. The Housing Authority hopes to decrease the crime in and around the properties by adding police patrolling and drug prevention programs.

## **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)
T. J. Calhoun Homes	70	193
Cam Campbell Homes	30	68
Oscar Thomie Homes	100	250
Kemp Harrison Homes	104	100
Jimmy Rosenberg Homes	50	162
Herman Watson Homes	50	138
Terry Kay Circle	23	82

## **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** \_\_\_\_\_

## 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 1996	\$220,000	GA06DEP1600196	\$0		
FY 1997	\$133,000	GA06DEP1600197	\$0		
FY 1998	\$140,000	GA06DEP1600198	\$0		
FY 1999	\$93,915	GA06DEP1600199	\$93,915		
FY 2000	\$93,915	GA06DEP1600100	\$93,915		

## 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.

### 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	\$74,000
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$16,315
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$3,600
<b>TOTAL PHDEP FUNDING</b>	<b>\$93,915</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.

<b>9110 - Reimbursement of Law Enforcement</b>					<b>Total PHDEP Funding: \$74,000</b>		
Goal(s)	Decrease criminal activity and drugs on and around the Housing Authority developments.						
Objectives	Increase police patrolling around the target areas hoping to deter crime in these areas.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Hiring of two full-time police officers			1/1/01	7/1/02	\$74,000		Crime Statistics
2.							
3.							

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$16,315</b>		
Goal(s)	Increase youths awareness of drugs and the risks involved.						
Objectives	Provide recreational activities and education programs to keep the kids active and away from drugs.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Recreational/Educational activities	n/a	n/a	1/1/01	7/1/02	\$16,315		No. of participants
2.							
3.							

<b>9190 - Other Program Costs</b>					<b>Total PHDEP Funds: \$3,600</b>		
Goal(s)	PHDEP Application/Progress Report						
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Contract with consultant			1/1/01	7/1/02	\$3,600		Timely Reporting
2.							
3.							

### **Section 3: Expenditure/Obligation Milestones**

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

<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	\$18,500	Activity 1	\$37,000
9120				
9130				
9140				
9150				
9160	Activity 1	\$4,080	Activity 1	\$8,160
9170				
9180				
9190	Activity 1	\$900	Activity 1	\$1,800
<b>TOTAL</b>		\$23,480		\$46,960

### **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.”