

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

Small PHA Plan Update
Annual Plan for Fiscal Year 2001

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

PHA Plan Agency Identification

PHA Name: Southeast Iowa Regional Housing Authority

PHA Number: IA128

PHA Fiscal Year Beginning: (mm/yyyy) 07/01/2001

PHA Plan Contact Information:

Name: Steven Perlstein

Phone: (319) 753-5109

TDD:

Email (if available): seirha@aol.com

Public Access to Information

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

- Main administrative office of the PHA
PHA development management offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

PHA Programs Administered:

Public Housing and Section 8

Section 8 Only

Public Housing Only

Annual PHA Plan
Fiscal Year 20
[24 CFR Part 903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

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Other (List below, providing each attachment name)

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ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

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

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

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

The Southeast Iowa Regional Housing Authority will in the coming year continue to provide assistance to extremely low and very low income families. 75% or more of the new admissions will be targeted to families at or below 30% of the AMI. The remainder of available assistance will be targeted to families at or below 50% of the AMI. Families with handicaps and/or disabilities will receive 15% or more of all Vouchers issued.

Payment standards of 105% of the FMR will be used during the second year of the plan.

Any operations concerns whether resident, staff or board members will be discussed and addressed at monthly board meetings. Any new programs or services will also be explored and discussed.

Presently the Authority's waiting list is at a two to four months wait. Due to its length, new families should receive Vouchers in a timely manner and thus help relieve some of their rent burden.

SEIRHA anticipates receiving additional Vouchers due to opt-out of several HUD subsidized projects located in its jurisdiction. This would enhance more service to elderly, handicapped and disabled individuals and families.

SEIRHA will advertise and schedule several meetings throughout its jurisdiction for new and potential new landlords to explain the Section 8 Housing Choice Voucher Program and the advantages to the landlords.

2. Capital Improvement Needs *(not applicable)*

[24 CFR Part 903.7 9 (g)]

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

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

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

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

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

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

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment

3. Demolition and Disposition *(not applicable)*

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)

1a. Development name: 1b. Development (project) number:

2. Activity type: Demolition Disposition

3. Application status (select one) Approved Submitted, pending approval Planned application

4. Date application approved, submitted, or planned for submission: (DD/MM/YY)

5. Number of units affected: 6. Coverage of action (select one) Part of the development Total development

7. Relocation resources (select all that apply) Section 8 for units Public housing for units Preference for admission to other public housing or section 8 Other housing for units (describe below)

8. Timeline for activity: a.

Actual or projected

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

A. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

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

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

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

5. Safety and Crime Prevention: PHDEP Plan *(not applicable)*

[24 CFR Part 903.7 (m)]

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

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

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

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

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

6. Other Information

[24 CFR Part 903.7 9 (r)]

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

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

2. If yes, the comments are Attached at Attachment E

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

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

A list of these changes is included

Yes No: below or

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

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

Other: (list below)

B. Statement of Consistency with the Consolidated Plan *(not applicable)*

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

1. Consolidated Plan jurisdiction: (provide name here)

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

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)

Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

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

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

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

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

A. Substantial Deviation from the 5-year Plan:

B. Significant Amendment or Modification to the Annual Plan:

Attachment A

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review

Applicable & On Display

Supporting Document Component	Related Plan
X PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations Annual Plans	5 Year and
State/Local Government Certification of Consistency with the Consolidated Plan Annual Plans	5 Year and
(not required for this update)	
Fair Housing Documentation Supporting Fair Housing Certifications: Annual Plans	5 Year and
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.	
Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA Annual Plan: Housing Needs	
is located and any backup data to support statement of housing needs in the jurisdiction	
Most recent board-approved operating budget for the public housing program	Annual Plan:
Financial Resources	
Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP),	

which includes the Tenant Selection and Assignment Plan [TSAP] Eligibility, Selection, and	Annual Plan:
Any policy governing occupancy of Police Officers in Public Housing check here if included in the public housing A&O Policy	Annual Plan:
Eligibility, Selection, and <u>X</u> Section 8 Administrative Plan	Annual Plan:
Eligibility, Selection, and Public housing rent determination policies, including the method for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan:
Rent Determination Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy	Annual Plan:
Rent Determination <u>X</u> Section 8 rent determination (payment standard) policies <u>X</u> check here if included in Section 8 Administrative Plan	Annual Plan:
Rent Determination Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan:
Operations and Maintenance Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan:
Management and Operations Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Community
Operations and Maintenance and Service & Self-Sufficiency Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan:
Management and Operations Any required policies governing any Section 8 special housing types check here if included in Section 8 Administrative Plan	Annual Plan:
Operations and Maintenance Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan:
Grievance Procedures <u>X</u> Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan	Annual Plan:
Grievance Procedures The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan:
Capital Needs Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	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 Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan:
Capital Needs Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan:
Demolition and Disposition Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan:
Designation of Public Housing Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan:

Conversion of Public Housing
 Approved or submitted public housing homeownership programs/plans Annual Plan:
 Homeownership
 Policies governing any Section 8 Homeownership program
 (section _____ of the Section 8 Administrative Plan) Annual Plan:
 Homeownership
 Cooperation agreement between the PHA and the TANF agency and between the PHA
 and local employment and training service agencies Annual Plan:
 Community Service & Self-
 FSS Action Plan/s for public housing and/or Section 8 Annual Plan:
 Community Service & Self-
 Section 3 documentation required by 24 CFR Part 135, Subpart E Annual Plan:
 Community Service & Self-
 Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant)
 grant program reports Annual Plan:
 Community Service & Self-
 The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual
 performance report

Annual Plan: Safety and Crime Prevention

PHDEP-related documentation:

Baseline law enforcement services for public housing developments assisted under
 the PHDEP plan; · Consortium agreement/s between the PHAs participating in the
 consortium and a copy of the payment agreement between the consortium and HUD
 (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);
 Partnership agreements (indicating specific leveraged support) with agencies/organizations
 providing funding, services or other in-kind resources for PHDEP-funded activities;
 Coordination with other law enforcement efforts; Written agreement(s) with local law
 enforcement agencies (receiving any PHDEP funds); and All crime statistics and other
 relevant data (including Part I and specified Part II crimes) that establish need for the public
 housing sites assisted under the PHDEP Plan. Annual Plan:

Safety and Crime Prevention

Policy on Ownership of Pets in Public Housing Family Developments (as required by
 regulation at 24 CFR Part 960, Subpart G)

check here if included in the public housing A & O Policy

Pet Policy

X The results of the most recent fiscal year audit of the PHA conducted under section
 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit
 and the PHA's response to any findings

Annual Plan:

Annual Audit

Troubled PHAs: MOA/Recovery Plan

Troubled PHAs

Other supporting documents (optional) (list individually; use as many lines as necessary) (specify
 as needed)

(not applicable)

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

PHA Name:

Grant Type and Number Capital Fund

Program: Capital Fund Program

Replacement Housing Factor Grant No:

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 Original	Revised	Total Obl
1	Total non-CFP Funds			
2	1406 Operations			
3	1408 Management Improvements			
4	1410 Administration			
5	1411 Audit			
6	1415 liquidated Damages			
7	1430 Fees and Costs			
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures			
11	1465.1 Dwelling Equipment-Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment			
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1498 Mod Used for Development			
19	1502 Contingency			
20	Amount of Annual Grant: (sum of lines 2-19)			
21	Amount of line 20 Related to LBP Activities			
22	Amount of line 20 Related to Section 504 Compliance			
23	Amount of line 20 Related to Security			
24	Amount of line 20 Related to Energy Conservation Measures			

(not applicable)

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

PHA Name:		Grant Type and Number	Capital Fund
Program #:	Capital Fund Program	Replacement Housing Factor #:	
Development Number	General Description of Major Work Categories	Dev. Acct No.	
	Quantity	Total Estimated Cost	
	Total Actual Cost	Status of Proposed	
Name/HA-Wide Activities			

Original

(not applicable)

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

PHA Name:		Grant Type and Number	Capital Fund Program #:
Capital Fund Program	Replacement Housing Factor #:		
Development Number	Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)	
	All Funds Expended (Quarter Ending Date)		
	Original Revised Actual	Original Revised Actual	

Feder

Reason

Capital Fund Program 5-Year Action Plan (not applicable)

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

CFP 5-Year Action Plan Original statement Revised statement
Development Number Development Name (or indicate PHA wide)

Description of Needed Physical Improvements or Management Improvements Estimated Cost Planned Start

Total estimated cost over next 5 years

(not applicable)

FY 1999

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.

FFY _____ PHDEP Budget Summary Original statement Revised statement dated:

Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9115 - Special Initiative	
9116 - Gun Buyback TA Match	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	

TOTAL PHDEP FUNDING

C. PHDEP Plan Goals and Activities

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

9110 - Reimbursement of Law Enforcement	Total		
PHDEP Funding: \$			
Goal(s)			
Objectives			
Proposed Activities	# of Persons Served	Target Population	Start Date
	Expected Complete Date	PHEDEP Funding	Other
Funding (Amount/ Source)	Performance Indicators		
1.			
2.			
3.			

9115 - Special Initiative	Total
PHDEP Funding: \$	
Goal(s)	
Objectives	

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
1.				
2.				
3.				

9116 - Gun Buyback TA Match **Total PHDEP**

Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
(Amount /Source)	Expected Complete Date	PHDEP Funding	Other Funding	
Performance Indicators				

1.

2.

3.

9120 - Security Personnel **Total PHDEP**

Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
1.				
2.				
3.				

1.

2.

3.

9130 - Employment of Investigators **Total PHDEP**

Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
1.				
2.				
3.				

1.

2.

3.

9140 - Voluntary Tenant Patrol **Total PHDEP**

Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
1.				
2.				
3.				

1.

2.

3.

9150 - Physical Improvements **Total PHDEP**

Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
1.				
2.				
3.				

1.

2.

3.

9160 - Drug Prevention **Total**

PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date
1.				
2.				
3.				

1.

2.

3.

9170 - Drug Intervention **Total**

PHDEP Funding: \$

Goal(s)

Objectives

Proposed Activities

of Persons Served

Target Population

Start Date

Expected Complete

1.

2.

3.

9180 - Drug Treatment

Total PHDEP

Funding: \$

Goal(s)

Objectives

Proposed Activities

of Persons Served

Target Population

Start Date

Expected Complete Date

PHDEP Funding

Other Funding

(Amount /Source)

Performance Indicators

1.

2.

3.

9190 - Other Program Costs

Total PHDEP

Funds: \$

Goal(s)

Objectives

Proposed Activities

of Persons Served

Target Population

Start Date

Expected Complete Date

1.

2.

3.

Attachment B

Statement of Progress Made During Year 1 of the Plan

The Southeast Iowa Regional Housing Authority (SEIRHA) continues its mission to provide decent, safe, and sanitary rental housing for eligible individuals and families. We have and will continue to recognize residents as our ultimate customer and seek partnerships with residents, landlords, and communities.

Many of the goals of the SEIRHA that were set the previous year have been met or exceeded.

- SEIRHA applied for and received additional Housing Vouchers
- SEIRHA has provided a smooth transition from Certificates to Vouchers and to the new Housing Choice Voucher
- SEIRHA has reached new and potential new landlords to accept Voucher.
- SEIRHA had talked with landlords to help coordinate families with disabilities into decent, safe, and sanitary housing at affordable rents.
- SEIRHA has exceeded the federal income targeting requirements of more than 75% of all new admissions to the Section 8 Program to families at or below 30% median area income. SEIRHA was at 81% as of the first of the year.

Required Attachment C: Resident Member on the PHA Governing Board

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

A. Name of resident member(s) on the governing board: Ruth O'Brien

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

Elected

Appointed

C. The term of appointment is (include the date term expires): 04/04/00 - 04/03/03

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

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

Other (explain):

B. Date of next term expiration of a governing board member:

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

Required Attachment D: Membership of the Resident Advisory Board or Boards

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

Ruth O'Brien
Shirley Burke
Edward Sawyer
Angela Scott

Attachment E

Resident Advisory Board Recommendations and PHA Response

Recommendations by RAB: Meetings throughout SEIRHA's jurisdiction be held to inform landlords, owners, and managers as to the program.

PHA Response: The Housing Authority has included this recommendation in its second year plan.