

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
i. Agency Identification

PHA Name: Howard County Housing Commission

PHA Number: MD023

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

PHA Plan Contact Information:

Name: Leonard S. Vaughan

Phone: 410-313-6316

TDD:

Email (if available): lvaughan@co.ho.md.us

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)

Sent to each PHA Family as a committee of the whole

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

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

PHA Programs Administered:

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

**Annual PHA Plan
Fiscal Year 2001**

[24 CFR Part 903.7]

ii. 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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| <input type="checkbox"/> Other (List below, providing each attachment name) | |

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

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

This is an update to last year's annual plan. Items provided for review include a revised Admissions and Occupancy Policy which includes the new Pet Policy. In addition, the Section 8 Administrative Plan has been updated with other changes that may affect the Public Housing resident.

Included with this plan is the Annual Report on FY 2000 Capital Fund. We were hampered in expending and drawing down funds since we had to go through an whole new LOOCS approval cycle and we could not draw down until after the first of this year. The annual report is provided as Attachment B. The Capital Fund Program Annual Statement which itemizes how we plan to spend next years Capital Fund is provided as Attachment C.

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.

- a. Change in the Pet Policy of the Admissions and Occupancy Policy
- b. Changes in the Section 8 Administrative Plan (Relevant in that this plan provides the basis of administration of all our rental programs.) Available for review at the Office of Housing.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

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

B. What is the amount of the PHA’s estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 112,456

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 D.

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment C.

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

| |
|--|
| 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 <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. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below) |
| 8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity: |

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

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

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

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

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

The PHA has administered the State’s “40 @ 4” program where 34 new Howard County homeowners were created. The PHA is currently administering the State’s new “HotSpot Homeownership” Program.

The Howard County Office of Housing and Community Development, administers it Settlement Downpayment Program to assist homeowners with settlement costs. The Office also offers a Home Ownership division, headed by a prior mortgage loan officer to assist our clients in getting ready for homeownership as well in helping to pre-process the loans for our banking partners.

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

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

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

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

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

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

6. Other Information

[24 CFR Part 903.7 9 (r)]

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

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

2. If yes, the comments are Attached at Attachment (File name)

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

The PHA changed portions of the PHA Plan in response to comments
A list of these changes is included

Yes No: below or

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

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

Other: (list below)

Comments were very supportive and did not require any changes.

B. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (Howard County Government)

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)

From the Consolidated Plan

HotSpot Homeownership program supports Goal 1. Affordable Housing through Home Ownership as well as Goal 2. Preservation of Existing Housing Stock.

Partnerships with developers to create new multifamily rental housing, particularly for Seniors supports Goal 3. Expand the supply of affordable rental housing and Goal 7. Affordable housing for the special needs populations and support services

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:

- a. Land Banking funds to set aside properties for building housing through partnerships.
- b. Settlement Downpayment program for PHA clients.
- c. Homeownership counseling for PHA clients.
- d. Homeownership assistance through the Matching downpayment program.
- e. Support services like job training, child care assistance, youth programs, etc supported by the CDBG program.

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

Goal 4 of the new consolidated plan is to support the County's existing public housing and assisted housing programs.

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:

The implementation of a new policy or procedure not set forth in the 5 year plan, or a change in the implementation of an existing policy or procedure which materially impacts the persons or programs covered by such policy shall be deemed a Significant Deviation.

B. Significant Amendment or Modification to the Annual Plan:

The implementation of a new policy or procedure not set forth in the annual plan, or a change in the implementation of an existing policy or procedure which materially impacts the persons or programs covered by such policy shall be deemed a Significant Amendment.

Adjustments to existing policies and procedures, which are not deemed to be Significant Deviations or Substantial Amendments, shall nonetheless be submitted to the Commission for review and approval prior to implementation.

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 | Related Plan Component |
| X | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations | 5 Year and Annual Plans |
| X | State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update) | 5 Year and Annual Plans |
| X | Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement. | 5 Year and Annual Plans |
| X | Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction | Annual Plan: Housing Needs |
| X | Most recent board-approved operating budget for the public housing program | Annual Plan: Financial Resources |
| X | Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] | Annual Plan: Eligibility, Selection, and Admissions Policies |
| | Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Public housing rent determination policies, including the method for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |

| List of Supporting Documents Available for Review | | |
|--|---|--|
| Applicable & On Display | Supporting Document | Related Plan Component |
| X | Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| | Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| X | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) | Annual Plan: Operations and Maintenance |
| X | Results of latest binding Public Housing Assessment System (PHAS) Assessment | Annual Plan: Management and Operations |
| | Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary) | Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency |
| N/A | Results of latest Section 8 Management Assessment System (SEMAP) | Annual Plan: Management and Operations |
| X | Any required policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | 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 |
| X | Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| X | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year | Annual Plan: Capital Needs |
| X | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants | Annual Plan: Capital Needs |
| N/A | 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 |
| X | 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 |
| N/A | 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 |

| List of Supporting Documents Available for Review | | |
|--|--|--|
| Applicable & On Display | Supporting Document | Related Plan Component |
| N/A | 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 |
| N/A | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| N/A | Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan) | Annual Plan: Homeownership |
| X | Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies | Annual Plan: Community Service & Self-Sufficiency |
| X | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| X | Section 3 documentation required by 24 CFR Part 135, Subpart E | 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 |
| N/A | The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report | Annual Plan: Safety and Crime Prevention |
| N/A | PHDEP-related documentation: <ul style="list-style-type: none"> · 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 |
| X | Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Pet Policy |

| List of Supporting Documents Available for Review | | |
|--|---|-------------------------------|
| Applicable & On Display | Supporting Document | Related Plan Component |
| 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 |
| N/A | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| | Other supporting documents (optional) (list individually; use as many lines as necessary) | (specify as needed) |

| Attachment B Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary | | | | | | |
|--|---|--|-----------|---|----------------------------------|--|
| PHA Name: Howard County Housing Commission | | Grant Type and Number Capital Fund Program: MD06-P023-501-00 Capital Fund Program Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2000 | |
| <input type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> Reserve for Disasters/ Emergencies | | <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) | | |
| <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/00 | | <input type="checkbox"/> Final Performance and Evaluation Report | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | | |
| | | Original | Revised | Obligated | Expended | |
| 1 | Total non-CFP Funds | | | | | |
| 2 | 1406 Operations | | \$25,000 | | | |
| 3 | 1408 Management Improvements | | 0 | | | |
| 4 | 1410 Administration | \$11,246 | \$11,246 | \$2,811 | | |
| 5 | 1411 Audit | 0 | 0 | | | |
| 6 | 1415 liquidated Damages | 0 | 0 | | | |
| 7 | 1430 Fees and Costs | 0 | 0 | | | |
| 8 | 1440 Site Acquisition | 0 | 0 | | | |
| 9 | 1450 Site Improvement | \$36,500 | \$27,500 | | | |
| 10 | 1460 Dwelling Structures | \$54,710 | \$40,210 | \$7,155 | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | \$10,000 | \$8,500 | \$510 | | |
| 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 | \$112,456 | \$112,456 | | | |
| 22 | Amount of line 20 Related to Section 504 Compliance | | | | | |
| 23 | Amount of line 20 Related to Security | \$11,210 | \$8,710 | | | |
| 24 | Amount of line 20 Related to Energy Conservation Measures | \$8,710 | \$6,210 | | | |

Attachment C

| Annual Statement/Performance and Evaluation Report | | | | | | |
|---|---|---|---------|---|---------------------------|--|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary | | | | | | |
| PHA Name: Howard County Housing Commission | | Grant Type and Number Capital Fund Program: MD06-P023-501-01 Capital Fund Program Replacement Housing Factor Grant No: | | | Federal FY of Grant: 2001 | |
| <input checked="" type="checkbox"/> Original Annual Statement | | <input type="checkbox"/> Reserve for Disasters/ Emergencies | | <input type="checkbox"/> Revised Annual Statement (revision no:) | | |
| <input type="checkbox"/> Performance and Evaluation Report for Period Ending: | | <input type="checkbox"/> Final Performance and Evaluation Report | | | | |
| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | | |
| | | Original | Revised | Obligated | Expended | |
| 1 | Total non-CFP Funds | | | | | |
| 2 | 1406 Operations | \$25,000 | | | | |
| 3 | 1408 Management Improvements | 0 | | | | |
| 4 | 1410 Administration | \$11,429 | | | | |
| 5 | 1411 Audit | 0 | | | | |
| 6 | 1415 liquidated Damages | 0 | | | | |
| 7 | 1430 Fees and Costs | 0 | | | | |
| 8 | 1440 Site Acquisition | 0 | | | | |
| 9 | 1450 Site Improvement | \$28,547 | | | | |
| 10 | 1460 Dwelling Structures | \$39,310 | | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | \$10,000 | | | | |
| 12 | 1470 Nondwelling Structures | | | | | |
| 13 | 1475 Nondwelling Equipment | | | | | |
| 14 | 1485 Demolition | | | | | |
| 15 | 1490 Replacement Reserve | | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | | |
| 17 | 1495.1 Relocation Costs | | | | | |
| 18 | 1498 Mod Used for Development | | | | | |
| 19 | 1502 Contingency | | | | | |
| 20 | Amount of Annual Grant: (sum of lines 2-19) | | | | | |
| 21 | Amount of line 20 Related to LBP Activities | \$114,286 | | | | |
| 22 | Amount of line 20 Related to Section 504 Compliance | | | | | |
| 23 | Amount of line 20 Related to Security | \$10,060 | | | | |
| 24 | Amount of line 20 Related to Energy Conservation Measures | \$8,310 | | | | |

| Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages | | | | | | | | |
|---|---|---------------|--|----------------------|---------|----------------------------------|-------------------|-------------------------------|
| PHA Name: Howard County Housing Commission | | | Grant Type and Number Capital Fund Program #: MD06-P023-501-01 Capital Fund Program Replacement Housing Factor #: | | | 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 Proposed Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| MD023-001/002 | Operations | 1406 | | \$25,000 | | | | |
| MD023-001/002 | Roof replacement | 1460 | | \$8,000 | | | | |
| MD023-001/002 | Cement repair/replacement | 1450 | | \$10,000 | | | | |
| MD023-001/002 | Siding replacement | 1460 | | \$ 9,000 | | | | |
| MD023-001/002 | Window/door replacement | 1460 | | \$8,310 | | | | |
| MD023-001/002 | Fence replacement | 1450 | | \$1,750 | | | | |
| MD023-001/002 | Administration Fees | 1410.1 | | \$11,429 | | | | |
| MD023-001/002 | Water Proofing | 1450 | | \$3,000 | | | | |
| MD023-001/002 | Systems Replacement (HVAC/Water Heaters) | 1465.1 | | \$10,000 | | | | |
| MD023-001/002 | Deck repair and preservation | 1450 | | \$1,797 | | | | |
| MD023-001/002 | Physical modernization to vacant units | 1460 | | \$14,000 | | | | |
| MD023-001 | Parking Lot resurfacing | 1450 | | \$12,000 | | | | |
| | | | | | | | | |
| | | | | \$114,286 | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Attachment D Capital Fund Program 5-Year Action Plan 2002

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 | | |
|---|---|-------------------------------------|
| <input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement | | |
| Development Number | Development Name PHA WIDE (or indicate PHA wide) | |
| MD023-001/002 | | |
| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Operations | \$25,000 | FY02 |
| Roof Replacement | \$ 8,000 | FY02 |
| Cement Repair/replacement | \$ 5,000 | FY02 |
| Siding Replacement | \$ 6,000 | FY02 |
| Window/door Replacement | \$ 6,500 | FY02 |
| Fence Replacement | \$ 625 | FY02 |
| Administration | \$11,429 | FY02 |
| Water Proofing | \$ 3,000 | FY02 |
| Systems Replacement (HVAC/Water Heaters) | \$14,000 | FY02 |
| Deck Repair and Preservation | \$ 2,400 | FY02 |
| Physical Modernization to vacant units | \$12,000 | FY02 |
| Insulation Upgrade | \$ 7,200 | FY02 |
| Painting Exterior/Repair Rot/Clean | \$15,000 | FY02 |
| Total estimated cost over 2002 | \$116,154 | |

Capital Fund Program 5-Year Action Plan 2003

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 | | |
|---|---|-------------------------------------|
| <input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement | | |
| Development Number | Development Name PHA WIDE (or indicate PHA wide) | |
| MD023-001/002 | | |
| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Operations | \$25,000 | FY03 |
| Roof Replacement | \$ 8,000 | FY03 |
| Cement Repair/replacement | \$ 4,000 | FY03 |
| Siding Replacement | \$ 6,000 | FY03 |
| Window/door Replacement | \$ 6,500 | FY03 |
| Fence Replacement | \$ 625 | FY03 |
| Administration | \$11,429 | FY03 |
| Water Proofing | \$ 3,500 | FY03 |
| Systems Replacement (HVAC/Water Heaters) | \$16,250 | FY03 |
| Deck Repair and Preservation | \$ 1,800 | FY03 |
| Physical Modernization to vacant units | \$16,000 | FY03 |
| Insulation Upgrade | \$ 7,200 | FY03 |
| Painting Exterior/Repair Rot/Clean | \$10,000 | FY03 |
| Total estimated cost over 2003 | \$116,304 | |

Capital Fund Program 5-Year Action Plan 2004

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 | | |
|---|---|-------------------------------------|
| <input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement | | |
| Development Number | Development Name PHA WIDE (or indicate PHA wide) | |
| MD023-001/002 | | |
| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Operations | \$25,000 | FY04 |
| Roof Replacement | \$ 9,000 | FY04 |
| Cement Repair/replacement | \$ 5,250 | FY04 |
| Siding Replacement | \$ 3,500 | FY04 |
| Window/door Replacement | \$ 7,050 | FY04 |
| Fence Replacement | \$ 625 | FY04 |
| Administration | \$11,429 | FY04 |
| Water Proofing | \$ 3,500 | FY04 |
| Systems Replacement (HVAC/Water Heaters) | \$ 9,750 | FY04 |
| Deck Repair and Preservation | \$ 2,250 | FY04 |
| Physical Modernization to vacant units | \$18,000 | FY04 |
| Insulation Upgrade | \$ 9,000 | FY04 |
| Painting Exterior/Repair Rot/Clean | \$12,000 | FY04 |
| Total estimated cost over 2004 | \$116,354 | |

Capital Fund Program 5-Year Action Plan 2005

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 | | |
|---|---|--|
| <input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement | | |
| Development Number | Development Name PHA WIDE (or indicate PHA wide) | |
| MD023-001/002 | | |
| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| Operations | \$25,000 | FY05 |
| Roof Replacement | \$ 9,000 | FY05 |
| Cement Repair/replacement | \$ 6,000 | FY05 |
| Siding Replacement | \$ 3,500 | FY05 |
| Window/door Replacement | \$ 9,700 | FY05 |
| Fence Replacement | \$ 625 | FY05 |
| Administration | \$11,429 | FY05 |
| Water Proofing | \$ 7,000 | FY05 |
| Systems Replacement (HVAC/Water Heaters) | \$ 6,500 | FY05 |
| Deck Repair and Preservation | \$ 2,250 | FY05 |
| Physical Modernization to vacant units | \$18,000 | FY05 |
| Insulation Upgrade | \$ 9,000 | FY05 |
| Painting Exterior/Repair Rot/Clean | \$15,000 | FY05 |
| Total estimated cost over 2005 | \$123,004 | |

Required Attachment E: 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:

Raymond Johnson

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

Elected

Appointed

C. The term of appointment is (include the date term expires): Expires 9/01/03

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):

The County Executive makes all appointment to the Howard County Housing Commission. Appointees have to be approved by the County Council.

Required Attachment F: 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.)

With only 50 public housing units, we have appointed all fifty family head of household to be a committee of the whole. Information on changes and review of documents like this annual plan is sent to all fifty households with a request for comment.

We have a fifty unit scatted site public housing program, making it difficult for residents to be truly representative, therefore, we have appointed all fifty as a committee of the whole.

Required Attachment G: Comments of the Resident Advisory Board

One member of the RAB provided complimentary comments on the plan and on that the programs the PHA has available. He was a participant in the Cars for Careers program, which allowed him to get to work as well as take care of transportation for the family. They are now getting ready for home ownership and will be applying for our homeownership programs shortly.

**Financial Resources:
Planned Sources and Uses**

| Sources | Planned \$ | Planned Uses |
|---|--------------------|--|
| 1. Federal Grants (FY 2001 grants) | | |
| a) Public Housing Operating Fund | \$5,233 | |
| b) Public Housing Capital Fund | \$114,286 | |
| c) HOPE VI Revitalization | \$0 | |
| d) HOPE VI Demolition | \$0 | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | \$4,543,247 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | \$0 | |
| g) Resident Opportunity and Self-Sufficiency Grants | \$0 | |
| h) Community Development Block Grant | \$1,229,000 | FY 2001 action plan being submitted. Not specific to Public Housing or Section 8 |
| i) HOME | \$0 | |
| Other Federal Grants (list below) | | |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| CDBG | | Supportive services not specific to Public Housing or Section 8 |
| CAP Fund 2001 | \$101,979 | public housing capital improvements and safety |
| | | |
| 3. Federal Public Housing Dwelling Rental Income | \$169,000 | |
| 4. Other income (list below) | | |
| | | |
| 5. Non-federal sources (list below) | | |
| County Scattered Site rental income | \$916,300 | |
| Commission Rental income | \$627,000 | |
| County Capital Funds | \$0 | |
| County Development Funds | \$0 | |
| Total resources | \$7,706,045 | |