

Housing Authority of the City of Meridian

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

PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005
Annual Plan for Fiscal Year 2001

The Housing Authority of the City of Meridian

Meridian, Mississippi

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

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

**PHA Plan
Agency Identification**

PHA Name: The Housing Authority of the City of Meridian

PHA Number: MS004

PHA Fiscal Year Beginning: 04/1/2001

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 – 2425 E Street, P. O. Box 870, Meridian, MS 39302-0870
- 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 – 2425 E Street, P. O. Box 870, Meridian, MS 39302-0870
- 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 – 2425 E Street, P. O. Box 870, Meridian, MS 39302-0870
- PHA development management offices
- Other (list below)

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

A. Mission

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

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

The PHA's mission is:

To provide affordable, decent, safe and sanitary housing with reasonable accommodations for eligible citizens of Meridian, Mississippi, and programs that promote self-sufficiency, empowerment and respect.

B. Goals (See Attachment ms004v02a01 for Progress Report)

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: Maintain an annual public housing vacancy rate of 3% or less or an adjusted vacancy rate of 2% or less by March 31, 2004.
 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: (PHMAP/PHAS score) 99.0. HUD will continue to recognize the MHA as a high performer with a PHAS

score of 90% or greater with no single indicator with a score below C by March 31, 2004.

- Improve voucher management: (SEMAP score)
- Increase customer satisfaction: achieve a satisfactory rating on the PHAS resident survey
- Concentrate on efforts to improve specific management functions:

MHA will continue to provide training/cross training opportunities to staff within all departments.

MHA will provide additional training for the Accounting department in financial statements, budgets, and departmental budgeting. MHA will implement procedures/accounting manual by March 31, 2004.

MHA will apply consistently the GAAP principles by March 31, 2004.

MHA will upgrade its computer software and hardware by March 31, 2004.

MHA will:

- a) eliminate manual checking of time cards and install time clock.
- b) install network digital copier with scanning capabilities.
- c) install interdepartmental e-mail network.
- d) implement site-based housing management by fiscal year end March 31, 2000 – This activity is still in progress.
- e) by March 31, 2002, MHA will review and study the long-term impact of the present salary schedule and employee benefits package .
- f) MHA will improve its orientation process.
- g) all Department Heads will be involved in updating and revising MHA's Personnel Policy and Procedures Manual by March 31, 2002.

- Renovate or modernize public housing units: March 2004
- Demolish or dispose of obsolete public housing: March 2004
- Provide replacement public housing: March 2004
- Provide replacement vouchers: March 2004

Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling: March 2004
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:

- Implement public housing or other homeownership programs: March 2004
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers: Review by March 2004
- 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: At least twice a year during the next five years, MHA will offer rental specials such as one month rent-free. MHA will use the practice of skipping others on the waiting list to accomplish the deconcentration of poverty.
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: See Deconcentration of Poverty Policy MS004a01
 - Implement public housing security improvements: MHA will reduce by 20% the overall Part I crime in developments by March 31, 2004.
 - a) MHA will reduce by 20% the overall Part II crime in the developments by March 31, 2004.
 - b) MHA will install wrought iron fencing in 2 additional developments by March 31, 2004.
 - c) MHA will expand its patrol service to include at least eight developments 4 times a week during evening hours by March 31, 2004.
 - d) MHA will maintain contract with non-profit agency such as Boys & Girls Club to provide recreation and other drug-free alternative activities: Ongoing
 - e) MHA will increase by 20% the annual enrollment in the Resident Resource Center by March 31, 2004.
 - 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: MHA will continue to work with Meridian Community College to provide the “Jump Start” employability workshop for residents. MHA will continue partnerships with community service agencies:
 - a) Multi-County Community Service Agency;
 - b) Green Thumb;
 - c) East Central Planning and Development District;
 - d) Meridian Public School System.

- Provide or attract supportive services to improve assistance recipients’ employability: MHA will continue to partner with the Department of Human Services in affording residents the opportunity to gain on-the-job training.

MHA will continue to provide residents the opportunity to receive their GED and job training 4 days a week in the Resident Resource Center.

MHA will continue to partner with Meridian Community College who provides trained staff for the Resident Resource Center.

- Provide or attract supportive services to increase independence for the elderly or families with disabilities: MHA will continue to apply annually for EDSS and/or Senior Service Coordinator funds available.

MHA will continue to partner with the following agencies in providing programs to assist elderly and disabled families in continuous independent living:

1. Multi-County Community Service Agency;
2. Ship Mates – Naval Air Station, Meridian;
3. East Central Planning and Development District
4. Green Thumb.

- 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) As of October 2000 work in Progress

Meridian Housing Authority Final Report: Strategic Planning

History of Meridian Housing Authority

Meridian Housing Authority (MHA) was chartered by the State of Mississippi in 1940. It has a long, rich history of accomplishments and service to the Meridian Community. In the last 59 years, the Authority has had six executive directors. Since May of 1999, it has been operated by its Board of Commissioners without an executive director.

Meridian Housing Authority is an important and necessary public agency. The agency operates 1,297 conventional housing units throughout the city housing with more than 3,000 people or approximately 8% of the city's population. More than half of MHA's residents are children, with 89% under the age of 14. Meridian Housing Authority's annual budget for fiscal year 1999-2000 was almost \$9 million. The five-member Board of Commissioners is appointed by the Mayor of Meridian and are confirmed by the City Council.

In May 1999, the administrative staff of MHA moved into a new 10,458 square foot facility after 59 years in the previous location. The new building is located on three acres adjacent to MHA's Mountain View Village. The Central Office contains 15 individual offices, 4 file rooms, an information systems office and a 75-seat community/training room.

Currently, MHA has 75 employees divided equally between administration and maintenance. Many programs and services are offered and supported by the Authority for residents of all ages, such as the Greater Meridian Health Clinic, Boys and Girls Clubs of Meridian, After-Hours Tutorial Program, Multi-County Community Services Agency, RSVP and Green Thumb. A new program, *Parents as Teachers*, has recently been developed and implemented as a partnership between MHA and the Meridian Public Schools. Program services for residents with children 11 months old or younger include personal visits by a certified parent educator, group meetings, developmental screenings and information about community resources.

There has also been a concentrated effort to improve the Authority's apartments through annual modernization projects. The Authority has spent in excess of \$11million to upgrade its apartments and grounds over the last five years. This has included partial rewiring of most apartments at Highway Village,

removing asbestos, abating lead paint, replacing staircases and porches and adding brick veneer and vinyl siding. MHA recently broke new ground for public housing in the state of Mississippi by launching the first home ownership program. In addition, all new playground equipment has been installed at all MHA sites.

Executive Summary

Strategic planning is a process which establishes the tone and direction of an organization for an extended time period. A strategic plan must incorporate all valid plans for advancement and delivery of services and effectively create a common vision and goals. As organizational priorities are established, an effective strategic plan will be judged on the basis by which the goals are achieved.

In April 1999, after the dismissal of the executive director, the Board of Commissioners determined this to be a critical time to initiate an internal strategic planning process and to re-evaluate key issues reflective of MHA's mission, goals and organizational structure. Although current HUD regulations require all public housing authorities to develop a *Five-Year Annual Plan* and an *Annual Action Plan* prior to the receipt of funds for fiscal year 2000-2001, the Commissioners believed it was essential to enter into this internal process before proceeding with the agency's community-wide effort. The Board of Commissioners also believed that it was important to undertake this process prior to beginning the search for a new executive director.

The strategic planning team met seven times between June and October 1999 and devoted more than 100 hours to the total strategic planning effort. Dr. Judith H. Miller, chairman of the Board of Commissioners, served as chair and facilitator for the process. Along with the commissioners, the strategic planning team consisted of MHA's Directors of Housing Operations, Modernization and Development, Maintenance and Finance. The Board's attorney, along with the administrative Secretary, serving as interim Director of Human Resources, also participated. Early in the process, the Director of Finance resigned to accept a position with another housing authority. At the Board's request, MHA's senior Accounting Clerk assumed some of the duties and responsibilities of the position on an interim basis and participated in the strategic planning process.

Before beginning the strategic planning effort, commissioners charged the directors with the responsibility of gathering information and receiving input from all levels of the Authority's operations. The strategic planning process began by revisiting and redefining the mission statement. Next, analyses of MHA clients, properties, operations, programs and fiscal status were conducted. *(Prior to the strategic planning process, the Director of Maintenance conducted a tour of all MHA sites for commissioners and the Board's attorney.)* Throughout the study, strengths and weaknesses, problems and challenges, and goals and directions were identified, discussed and consensus views developed. Upon completion of the August planning session a final report was prepared.

Meridian Housing Authority Mission Statement

The Mission of the Meridian Housing Authority is to provide affordable, decent, safe and sanitary housing with reasonable accommodations for eligible citizens of Meridian, Mississippi and programs that promote self-sufficiency, empowerment and respect.

Meridian Housing Authority Strategic Planning Recommendations

- 1. Study, evaluate and recommend appropriate supply of affordable housing for low and moderated income households and special needs populations**
 - a. Rehabilitate, reconfigure and/or redesign existing properties
 - b. Determine which properties, if any, should be demolished or disposed
 - c. Seek out alternative forms of redevelopment
 - d. Increase housing supply for special needs populations
 - e. Focus on the needs of prospective clients
 - f. Expand acquisition of single family homes and implement home ownership program
- 1. Identify and initiate services and programs that meet the needs of MHA clients**
 - a. Improve safety, decrease the incidence of criminal activity and eliminate conditions that may contribute to crime at all properties
 - b. Expand prevention and intervention services in all areas of family care
 - c. Expand opportunities for residents to increase job training, life skills development, technology and diversity training
 - d. Provide necessary supportive services associated with special needs housing
 - e. Implement site-based programs; establish information liaison
- 3. Enhance relationships with government agencies and community**
 - a. Improve communications with HUD, local government and service agencies, and the community at-large to ensure program and service awareness
 - b. Coordinate and expand partnerships with existing agencies for increased services for clients
- 4. Improve financial base; update Authority's policies; implement cross-training of employees**
 - a. Restructure operations in order to reduce costs and increase customer responsiveness
 - b. Implement consolidated financial reporting
 - c. Increase subcontracting opportunities when advantageous to the Authority's fiscal operations
 - d. Review and study long-term impact of salary schedule and employee benefit package
 - e. Update Authority's policies, including Personnel and Procurement
 - f. Seek grants and alternative forms of funding

- 5. Evaluate Queen City Properties for the purpose of determining routine maintenance needs and extraordinary maintenance needs, as well as long term financial viability of the properties in whole or in part**
 - a. List and prioritize extraordinary maintenance needs based on structural soundness and safety
 - b. List and prioritize routine maintenance needs to enhance appearance and to inhibit structural aging
 - c. Seek immediate financial help to accomplish extraordinary maintenance
 - d. Explore opportunities to sell the properties in whole or in part
 - e. Pursue alternative allocation and/or elimination of expenses in order to reach a positive cash flow status
 - f. Explore areas in which Queen City, as a separate entity, could pursue other funding and/or non-rental income

- 5. Employ an Executive Director who**
 - a. will lead the organization with integrity, vision and compassion
 - b. can communicate with all MHA publics
 - c. is regulatory aware and fiscally sensitive
 - d. has a proven managerial and administrative ability
 - e. demonstrates interpersonal finesse and commitment to team work
 - f. has experience in urban planning and/or development

Recommendation 1

Study, evaluate and recommend appropriate supply of affordable housing for low and moderate income households and special needs populations

- a. Rehabilitate, reconfigure and/or redesign existing properties
- b. Determine which properties, if any, should be demolished or disposed
- c. Seek out alternative forms of re-development
- d. Increase housing supply for special needs populations
- e. Focus on the needs of prospective clients
- f. Expand acquisition of single family homes and implement home ownership program

MHA maintains a diverse housing stock of complexes, scattered-sites, and single-family homes dispersed throughout the City of Meridian. Of the 1297 apartment units, there are 14 efficiencies, 384 one-bedroom, 434 two-bedrooms, 323 three-bedrooms, 111 four bedrooms, and 31 five-bedrooms. One hundred and twelve (112) units are handicap accessible. Through its home acquisition program (1998), MHA has purchased nine (9) single-family residences.

The majority of MHA's housing complexes are 40 plus years or older. The oldest sites, Frank Berry Court, Highway Village, Mountain View, and George Reese Court, were all built prior to World War II. Highway Village (89) and Mountain View (80) were built of milled bricks with no soffits, gutters or downspouts. George Reese Court (97) and Frank Berry Court (113) were built of cinder block and poured interior concrete walls. All of these complexes were built with flat roofs. Victory Village (148 units), built in the late 1950s, contains the Authority's largest number of units on the smallest plot of land. It has the highest concentration of lead base paint and has the largest number of units that need total renovation (i.e., plumbing, heating, and flooring). MHA's three largest units, Western Gardens, Eastern Gardens and Oakland Heights, were built in 1973 and provide 444 units ranging in size from 1 to 5 bedrooms. However, Western and Eastern Gardens are also the least requested sites by future tenants.

Over the past five years, the Authority has made concentrated efforts to improve its properties through annual modernization projects. MHA has spent in excess of \$11 million to rewire apartments, remove asbestos, abate lead paint, replace staircases and porches, and add gutters, down spouts, brick veneer and vinyl siding. Beginning in October 1999, all new playground equipment has been installed at all sites. In 1996, MHA implemented a strenuous preventive maintenance program. Through these cyclical efforts, MHA has significantly reduced the amount of time and overall resources that it takes to make repairs to units; however, due to the age of the properties and the severity of facility concerns, i.e., asbestos, lead paint, water seepage, the Authority is facing a shortage in funding to address the major improvements and modernization needs. MHA averages approximately 45 vacancies per month and maintains a waiting list of 197 clients or potential clients. MHA is also experiencing an increase in evictions for non-payment of rents and enforcement of the One Strike Policy.

MHA has a total population of 3,150 residents. Fifty four percent (54%) of MHA residents are children (1696) living in 1,245 family units. The majority of children (1502) are under the age of 14. The average family consists of an single, head-of-household, African-American female, 27 years of age, with 2.53 children (average age = 7 years). Thirty-six percent (36%) of MHA residents are employed, while 23% receive Social Security, 24% SSI, and 8% AFDC. Approximately 54% of MHA residents have completed high school. A MHA resident spends an average of five (5) years in public housing.

Safety and perception of properties. Western Gardens and Eastern Gardens are perceived as being unsafe because of a high crime rate. However, statically this is unsupported. It is the type of crimes committed that gives these developments the image of being crime-infested. Also, two of the obstacles faced in housing residents and potential residents in these developments are the remoteness of the locations as well as the density of residents. There are too many units within the developments and a much higher concentration of children (e.g., Eastern and Western Gardens).

Single Family Residences/Home Ownership. Consistent with national and state public housing philosophies of helping residents achieve self-sufficiency, MHA was the first Authority in the State to acquire existing single family homes. The goal of the program is home ownership for qualified MHA residents. Currently, MHA has purchased nine homes and plans to increase to 9 by 2001. ?

It is recommended that MHA study, evaluate and recommend the appropriate mix in the developments. In order to achieve this goal, the Authority will also study and evaluate 1.) Changing to tenant-paid utilities, 2.) A totally fair market rent development, and 3.) Marketing its properties emphasizing the training and other programs offered to MHA residents.

- A. Rehabilitate, reconfigure and/or redesign existing properties.** ? MHA will study and evaluate the needs of prospective clients versus existing housing stock. A survey of current residents will also be conducted. After the data are gathered, reviewed and evaluated, recommendations will be developed and submitted to HUD for approval. MHA will continue to rehabilitate apartments under Capital Funding and Maintenance operating budgets.
- B. Determine which properties, if any, should be demolished or disposed.** MHA will conduct an overall physical assessment of all properties, as well as a vacancy/density study to determine what units, if any, should be razed.
- C. Seek out alternative forms of redevelopment.** MHA will seek other funding opportunities, i.e., Hope VI, capital funding, public/private partnerships, non-profit organizations, to redevelop or redesign properties.
- D. Increase housing supply for special needs populations.** MHA will establish a non-profit organization capable of providing congregate housing through grant funding.
- E. Focus on the needs of prospective clients.** MHA will survey applicants and clientele of other social service agencies, such as Multi-County, Care Lodge, Department of Human Services and homeless shelters, to determine client needs (e.g., transportation, job training, education). On-site health care screening will also be provided to new residences. MHA will assist tenants in establishing resident-owned businesses by providing workshops through the Resident Resource Center. MHA will also continue to work with the Meridian Public Schools to provide the Parents as Teachers program for MHA mothers and children.
- F. Expand acquisition of single family homes and implement a home ownership program.** MHA will expand its acquisition of single family homes from the proceeds of sales of single family homes. The MHA Board of Commissioners will

establish a Home Ownership program and approve a Home Ownership criteria. The program will be submitted to HUD for approval and will be included in the Authority's Future Plan.

Recommendation 2

Identify and initiate services and programs that meet the needs of MHA clients

- a. Improve safety, decrease the incidence of criminal activity and eliminate conditions that may contribute to crime at all properties
- b. Expand prevention and intervention services in all areas of family care
- c. Expand opportunities for residents to increase job training, life skills development, technology and diversity training
- d. Provide necessary supportive services associated with special needs housing
- e. Implement site-based programs; establish information liaison

It is the goal of MHA to concentrate its efforts in assisting residents to improve their quality of life by empowering them to become more self-sufficient and less dependent on Federal assistance. Through the strategic planning process, MHA has examined the characteristics of its tenants and asked for input from involved stakeholders. As a result, the Authority has recommitted its efforts and resources to meeting the needs of our clients.

Since 1997, MHA has spent more than \$72,000 in support of its Resident Resource Center. Through the Resource Center and various community partnerships, MHA provides residents with a variety of services, i.e., GED and computer training, after-school tutorial programs, health screening and transportation. The Authority will continue to work with community clubs, churches and other for-profit and non-profit organizations to assist in providing quality services to our clients.

In March 1999, MHA in partnership with Multi-County Community Service Agency, received its first Elderly Disabled and Supportive Services Grant in the amount of \$142,250. This grant provides additional services to residents who are 55 years or older and who may be disabled. These services include congregate social activities, home visits, transportation, housekeeping and home delivered meals.

MHA has revamped its Tenant Associations and has formed the Resident Advisory Council. The Council meets weekly and is already participating in all planning meetings. The Council acts as a liaison between the Authority and its residents, and plays an active role in conducting the annual survey of residents. Current representatives on the Advisory Council have participated in conflict Resolution training, elected building captains and developed ideas for future funding.

Meridian Housing authority's policies and activities reflect our long term commitment to eliminating and/or reducing crime and drugs in public housing, thereby improving the health and safety of its residents. Public Housing Drug Elimination (PHDEP) Grant funds have been used to reduce or eliminate drug related and other Part I and Part II crimes "in or around" public housing agencies. A performance measurement system will be used to gather information to track how well activities are meeting our stated goals and objectives.

- A. Improve safety, decrease the incidence of criminal activity and eliminate conditions that may contribute to crime at all properties.** MHA will identify and initiate policies, services and programs that will promote safety and decrease criminal activity at all properties. This will be accomplished through continued implementation of MHA's One-Strike policy; making necessary physical improvements, i.e., fencing, lighting, landscaping; expanding security services; working with the Meridian Police Department to track crime in MHA properties; working with residents, the Resident Advisory Council and Neighborhood Watch organizations to determine needed improvements, and providing drug-free alternative activities.
- B. Expand prevention and intervention services in all areas of family care.** MHA will continue with drug prevention activities and will work to expand use of the Resident Resource Center. MHA will implement an orientation process for new residents and will include opportunities for on-site health screenings, health fairs, immunization checks, medicine checks and flu shots.
- C. Expand opportunities for residents to increase job training, life skills, development, technology and diversity training.** MHA will expand use of its Resident Resource Center for GED job training and computer development and the Jump Start program at Meridian Community College.
- D. Provide necessary supportive services associated with special needs housing.** MHA will study the needs of our elderly, disabled and mentally ill residents. Currently, MHA will continue to utilize community resources such as Weems Mental Health, East MS State Hospital and Assisted Living Facilities. In the future MHA will explore redesigning housing to not only meet special needs, but make an effort to deconcentrate populations.
- E. Implement site-based programs; establish information liaison.** MHA will study and recommend providing services at various MHA developments. These site-based programs will include site-based housing management, mentoring programs and internships for minority student residents.

Recommendation 3

Enhance relationships with government agencies and community

- a. Improve communications with HUD, local government and service agencies and the community at-large to ensure program and service awareness
- b. Coordinate and expand partnerships with existing agencies for increased services for clients

Narrative introduction....

- A. Improve communications with the HUD office (Jackson, MS).** The burden of this relationship lies with the Executive Director and extra efforts must be made early on with the Jackson office. The committee has full recognition that this relationship will take an extended period of time to develop. Efforts should be made by the Executive Director to visit the Jackson office from time to time and periodically invite Jackson staff members to Meridian so that the Authority and HUD staff can establish a personal relationship.

Local government and services agencies. MHA will periodically invite the Mayor to Board meetings, making certain that the agenda for that meeting is appropriate for the Mayor's presence. In addition, an invitation will also be extended to the President of the City Council and, from time to time, individual members of the Council. On special occasions, appearances by the Executive Director and/or Board Chairman should appear before the City Council. The board of Supervisors historically has considered the Housing Authority a city entity. This can be altered somewhat by an appearance before the County Board with a general report on the size of the Authority, the number of people housed in the Authority, and the size of the budget. Additionally, in order to get the interest of the Supervisors, a map showing the Supervisor district lines and the developments that lie within those lines should be left with the Board. This gives the individual supervisors an idea of how many constituents they have within their district.

State officials. Efforts need to be made to know members of the Legislature who are elected from the areas covered by the Authority. This also could be done by a general offering of information about the Authority since many of the people holding public office are unaware of the size budget of the Authority and the number of people affected by its existence. Additionally, we could request Legislators to keep abreast of legislation during the session of the Legislature so that we would have an opportunity for input.

National Government. The same sort of information that is given to other governmental entities involving the Authority, its size, its budget, etc., should be made available to our Congressional Delegation which would consist of only one Congressman, but both Senators. Again, MHA should express interest in pending legislation and offer to comment on any housing legislation that comes before the Congress so that our representatives will know the effect such legislation might have

on local Authorities. As a general rule, they have shown interest in understanding the affect of legislation and MHA is in a unique position to advise them in this regard.

Local Community. It is the general consensus of the community that only selected materials be sent to newspaper, radio and television. The Authority feels that a great deal of publicity about the Authority is not necessarily beneficial to it; that is to say, an effort to saturate the news media concerning the Authority will probably not be appreciated by the community at large. Notwithstanding this, the Authority feels that “selected” news stories should make their way to the news media and, from time to time, it is appropriate for either the Chairman or the Executive Director to appear before civic clubs and give basic information about the Authority to such audiences.

Recommendation 4

Improve financial base; update Authority’s policies; implement cross-training of employees

- a. Restructure operations in order to reduce costs and increase customer responsiveness
- b. Implement consolidated financial reporting
- c. Increase subcontracting opportunities when advantageous to the Authority’s fiscal operations
- d. Review and study long-term impact of salary schedule and employee benefit package
- e. Update Authority’s policies, including: Personnel, Procurement, Maintenance and Admissions and Continued Occupancy
- f. Seek grants and alternative forms of funding
- g. The Meridian Housing Authority is solvent and financially secure at the present time. Changes have taken place during the past several years requiring a complete review of operating budgets, policies and utilization of employee resources. In order to accomplish this, the following steps are recommended:

A. Restructure operations in order to reduce costs and increase customer responsiveness.

MHA will obtain modeling information and statistics on operating costs from other housing authorities with similar operating characteristics. When this information is obtained, a comparison for reasonableness will be made with actual conditions at Meridian Housing Authority. When opportunity exists for reducing costs, a study will be performed to compare the savings that result from the change with the anticipated effect on customer responsiveness and a recommendation will be made to the Board of Commissioners for action. MHA will develop and implement a survey to determine the areas where customer responsiveness is lacking.

- B. Implement consolidated financial reporting.** MHA has utilized the change from current accounting practices to GAAP as an opportunity to consolidate Authority financial reporting in a meaningful and effective manner.
- C. Increase subcontracting opportunities when advantageous to the Authority's fiscal operations.** MHA will review all out-sourcing opportunities with a thorough comparison between efficiency and the total cost, including "humanitarian" expense.
- D. Review and study long-term impact of salary schedule and employee benefit package.**
The cost of salaries and benefits for the next 3 and 5 year periods will be projected based on existing information and this information will be compared with MHA's ability to generate income in light of reduced subsidies in present and future years. MHA will make adjustments to expense and staffing that are necessary to bring costs in line with income while maintaining the best possible service for tenants and protection of employee positions.
- E. Update Authority's policies, including: Personnel, Procurement, Maintenance and Admissions and Continued Occupancy.** MHA will establish a schedule of regular review of all policies with the goal of completing the first update of the personnel policy within the first year of the new Executive Director's employment. All policies will be subject to periodic review, as recommended by the ED and approved by the Board of Commissioners.
- F. Seek grants and alternative forms of funding.** MHA will seek alternative sources of funding from all possible sources. In addition, MHA will study the flexibility in funding that comes from switching between maintenance and comp grant programs. MHA staff and/or commissioners will contact and possibly visit other housing authorities for information on their efforts in this regard.

Recommendation 5

Evaluate Queen City Properties for the purpose of determining routine maintenance needs and extraordinary maintenance needs, as well as long term financial viability of the properties in whole or in part.

- a. List and prioritize extraordinary maintenance needs based on structural soundness and safety
- b. List and prioritize routine maintenance needs to enhance appearance and to inhibit structural aging
- c. Seek immediate financial help to accomplish extraordinary maintenance
- d. Explore opportunities to sell the properties in whole or in part
- e. Pursue alternative allocation and/or elimination of expenses in order to reach a positive cash flow status

- f. Explore areas in which Queen City, as a separate entity, could pursue other funding and/or non-rental income.

Queen City is a multi-site group of single-family apartments ranging from two to four bedrooms. The apartments were bought from a group of private investors in order to diversify the housing stock available to MHA. In recent years, concerns have arisen as to the structural integrity, curb appearance and financial stability of the Queen City Properties. In order to address these issues, the following steps are recommended.

- A. List and prioritize extraordinary maintenance needs based on structural soundness and safety.** MHA will conduct a site-by-site inspection of the Queen City properties to evaluate any structural flaws or decay that would pose safety hazards to tenants or others. Should some sites warrant inspection by someone with expertise beyond MHA staff, the Director of Maintenance should explore availability of such service and inform the Executive Director as soon as possible as to the scope of work to be done and the expense.
- B. List and prioritize routine maintenance needs to enhance appearance and to inhibit structural aging.** MHA will list each observation of flaws or decay that would pose safety hazards and take immediate steps to remedy the problems. Again, the scope of repairs should be within the skill levels of present staff. Repairs should be made as soon as observations are confirmed by the Director of Maintenance as to possible safety hazards.
- C. Seek immediate financial help to accomplish extraordinary maintenance.** A complete list of repairs which would enhance the appearance of the properties should be compiled. Each repair proposed should have a cost estimate and time line. These repairs would then be prioritized by the Director of Maintenance.
- D. Explore opportunities to sell the properties in whole or in part.** A thorough analysis of income and expenses should be conducted immediately. At least the last twelve months should be analyzed on a line-item basis. In order to determine any trend information it may be necessary to go further back in time. Our accounting staff should be able to provide this information. If not, Maintenance should be asked to assist.
- E. Pursue alternative allocation and/or elimination of expenses in order to reach a positive cash flow status.** Information regarding rent levels and the comparability to the general market rents should be compiled and analyzed immediately. The primary goal of this comparison would be to identify any opportunities to raise rents. The Queen City Manager should be able to gather most or all of this information. Options available to market different sites as some form of “specialty” site should be explored. Some factors which could qualify a site include location of the site to a facility, (schools, hospitals, etc.) or the overall perception that it is a more desirable location

and should generate higher rental income. MHA may also wish to explore the possibility of making some sites or units available to various health-care providers or other social service concerns as a means of providing a service they need if the opportunity to generate higher rent levels exists.

- F. Explore areas in which Queen City, as a separate entity, could pursue other funding and/or non-rental income.** MHA staff will become familiar with the current tax credits that may be available for these properties in the event we sell them or bring in new partners. One goal of these steps is to identify the work needed to maximize the market appeal of the Queen City properties and the expense associated with that work. The other goal is to evaluate the overall financial health of the properties and explore ways of improving that health. Should these issues prove to be beyond the limit of commitment the Authority wishes to make then we must explore ways of ridding ourselves of these sites.

Recommendation 6

Employ an Executive Director who

- a. will lead the organization with integrity, vision and compassion
- b. can communicate with all MHA publics
- c. is regulatory aware and fiscally sensitive
- d. has a proven managerial and administrative ability
- e. demonstrates interpersonal finesse and commitment to team work
- f. has experience in urban planning and/or development

No single relationship in the Authority is as important as the one between the board and its chief executive officer. All truly effective organizations have a strong Executive Director and a strong board who negotiate the proper boundaries between administration and policy-making in a spirit of candor, goodwill and open communication. When the relationship between board and executive director is well conceived, it can set the stage for effective governance and management of the Authority.

The Board of Commissioners of MHA believes that the purpose of the executive director position is to provide the leadership and management of the planning, organizing, staffing, director and control functions of the agency. The executive director must also interpret and implement policies approved by the board and is responsible for the administration of board policies. Based on this purpose, the Commissioners believe that there are areas of special competence that should be reflected in the performance of a highly qualified Executive Director. These competencies include, but are not limited to: vision and foresight, communications, leadership, good planning skills, high organizational and administrative ability, keen regulatory awareness, acute fiscal sensitivity, refined interpersonal finesses, compassion for staff and clients, and a sense of humor. In addition, the Commissioners expect the Executive Director to understand and implement the change process through consistent planning.

Based on these beliefs, the Board of Commissioners has initiated a nationwide search under the direction of a search committee.

** As of March 6, 2000 an Executive Director has been employed.

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

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

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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

Table of Contents

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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:

- Admissions Policy for Deconcentration
- FY 2001 Capital Fund Program Annual Statement (MS004v02a05)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Year One Annual Plan Progress Report (MS004v02a01)
- Community Services Policy (MS004v02a02)
- Pet Policy (MS004v02a03)
- Resident Membership of the MHA Governing Board
- Membership of the MHA Resident Advisory Board (MS004v02a04)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan (MS004v02a06)
- 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.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
NA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 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 type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
NA	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy	Annual Plan: Operations

Housing Authority of the City of Meridian

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional)	(specify as needed)

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	(list individually; use as many lines as necessary)	

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

The Housing Authority of the City of Meridian is located in Lauderdale County, Mississippi. There is no separate Consolidated Plan either for Meridian or for Lauderdale County. In preparing the chart below, our Authority relied on the *Mississippi Consolidated Plan*, on *CHAS dataset* information included in that Consolidated Plan, on our own *An Analysis of the Authority's Developments: A Profile of the City of Meridian*, which we prepared as part of an earlier HOPE VI application, and on our own experience in Meridian.

Our *Profile* indicated that the population of Meridian in 1992 was about 44,895. There were about 16,170 households in Meridian then. The *Mississippi Consolidated Plan* projected a nine-percent (9%) increase in state population from 1990 to 2000. We have estimated the current population of households in Meridian using that projection, so we estimate 17,625 households in our community. The *Mississippi Consolidated Plan* does not break out its data exactly as required by the chart below, but we have done our best to use data in the Plan and in our own study to quantify the needs in the indicated categories. Here we have also relied on information from the State office and on our experience with the housing demands in our city.

We acknowledge that the results below are not exact, but we believe they give a reasonable picture of needs in our jurisdiction. Lacking a clear data source, we have done the best we reasonably can.

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	2731 (15%)	5	5	5	4	4	3
Income >30% but <=50% of AMI	2837 (16%)	4	5	4	3	4	3

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income >50% but <80% of AMI	2079 (11%)	3	4	4	3	3	2
Elderly	2908 (17%)	4	5	4	3	3	3
Families with Disabilities	NA	NA	NA	NA	NA	NA	NA
White	10,222 (58%)	2	2	3	3	2	2
Black: (non hispanic)	7,050 (40%)	3	3	4	3	2	2
All others	353 (2%)	3	3	3	3	2	2

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2001-2005
- 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)
An Analysis of the Authority's Developments: A Profile of the City of Meridian

**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
--

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	205		About 7%
Extremely low income <=30% AMI	167	81.4	
Very low income (>30% but <=50% AMI)	30	14.6	
Low income (>50% but <80% AMI)	8	3.9	
Families with children	136	66.3	
Elderly families	6	2.9	
Families with Disabilities	22	10.7	
Black	185	90.2	
White	20	0.8	
Others	0	0	
Characteristics by Bedroom Size			
1BR	62	30.2	31
2 BR	82	40.	41
3 BR	48	23.4	24
4 BR	11	5.3	5
5 BR	2	.98	1
5+ BR	0	0	0
Is the waiting list closed (select one)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
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)

Marketing strategies (see Income Mix and Deconcentration Policy)

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): establish elderly preferences

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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)	\$5,068,750	
a) Public Housing Operating Fund	2,426,250	
b) Public Housing Capital Fund	2,345,198	
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)	297,302	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)	\$2,345,198	
CGP 2000	2,345,198	PH Capital Improvements
3. Public Housing Dwelling Rental Income	\$2,239,504	PH Operations
4. Other income (list below)	\$440,292	
Excess utilities	142,110	PH Operations
Interest	112,645	PH Operations
Section 8 Admin Fees	85,372	S8 Operations
Other income	100,165	PH Operations
5. Non-federal sources (list below)	0	
6. Reserves	\$1,940,790	Other
Total resources	\$12,034,534	PHA Operations

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: When we do not have as many vacancies as we have now, the number is 10.
- When families are within a certain time of being offered a unit: (state time)
- Other: With the increased number of vacancies, we have now, we start the verification process when an application is made.

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: credit reports, personal references, MAHRO List/ debt to other subsidized housing agencies.

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)
If a previous address is shown on the list, we request a criminal history from that area

(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 – 2425 E Street, P. O. Box 870, Meridian, MS 39302-0870

PHA development site management office

Other (list below)

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

1. How many site-based waiting lists will the PHA operate in the coming year?
none

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

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:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
 1 Victims of domestic violence
 1 Substandard housing
 1 Homelessness
 1 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
 2 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:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 2 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):
Any change in income must be reported to management.

(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:

MS004-002 Frank Berry Courts

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:

MS004-013 Sowashee Courts

MS004-014 Development 14 (scattered sites)

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

(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)
- 95th 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) Any change in income must be reported to management

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)
- Examination of tenant incomes at each site.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

- 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:

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.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1297	5%
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	1297	None
Other Federal Programs(list individually)	N/A	

EDSS	569	None
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C. Management and Maintenance Policies

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

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

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office – 2425 E Street, P. O. Box 870, Meridian, MS 39302-0870
 - 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: *FY2000 Capital Fund Program Annual Statement* (MS004v02a06)

-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:

-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)

See attached for individual work items on the 5 year plan

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:
Victory Village, Frank Berry Court & J.T. Davis Court
- 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:

Victory Village, Frank Berry Court, and J.T. Davis Court
- 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:

Scattered sites, MS4-17

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.)

Demolition/Disposition Activity Description	
1a. Development name: Victory Village	
1b. Development (project) number: MS004-005, MS004-007 and MS004-009	
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>05/26/00</u>	
5. Number of units affected: 148	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity:	To be determined upon approval
b. Projected end date of activity:	from HUD (a. & b.)

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.

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one

activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Scattered Sites MS4-17	
1b. Development (project) number: 4-17	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: 10/01/2001
5. Number of units affected: 25 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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)
Eastern Gardens & Western Gardens

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)

Western	Eastern
Victory Village	Frank Berry
George Reese	Magnolia Park
Highway Village	

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 Development Sites

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 an Attachment. (Attachment Filename: MS004v02a06)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See Attachment (ms004v02a03)

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? 0
- 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:

The following comments on our Agency Plans were made by our Resident Advisory Board and resident population at a meeting held on October 13, 2000 at the MHA Administrative Office:

- Recommend MHA utilize its 3% vacant housing stock for emergency housing requests and house those emergency applicants in less than 7 days

- Designate a MHA development as a site solely for the disabled and elderly

- Additional security needed at Oakland Heights

- Additional renovation of apartments needed at Oakland Heights

- Install new heaters at Oakland Heights
- Remove graffiti from buildings at all sites
- Install dryer outlets and vents in all apartments
- Install ceiling fans for the medically needy
- Replace all exit door that have a glass window with steel doors
- Construct awnings over exit doors at Eastern Gardens
- Remove bark on grounds at playground sites, it is a safety hazard and is responsible for kids feet being cut, can also be a haven for snakes, spiders, etc.
- Make playground sites handicap accessible
- Recreational resources/programs for public housing, i.e. basketball courts, organized sports, little league teams
- After school tutoring and literacy programs for residents, solicit volunteers
- Make tenant meetings mandatory
- Child care for residents to work and/or go to school
- Additional community policing and foot patrols
- Organize activities to be held in the community room which is presently not being utilized

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)

A. Description of Election process for Residents on the PHA Board

The State of Mississippi is excluded from this requirement.

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: (Mississippi Consolidated Plan)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

The *Mississippi Consolidated Plan* contains two important summaries which we have given particular attention. The state identifies "Barriers to Affordable Housing" and its "Priority Housing Strategies."

State Barriers to Affordable Housing are:

1. The lack of dollars to spend on repair of existing housing and to construct new housing.
2. Zoning restrictions that reduce good locations for needed housing.
3. The lack of an adequate infrastructure in some communities to provide good quality utility service and access routes.
4. A "Not In My Backyard (NIMBY)" attitude in many communities toward housing developments for the poor.
5. Restrictions on land use.

Although the Housing Authority of the City of Meridian does not have power over some of these barriers, we have done our best to pursue any available federal resources that would help us repair our current housing stock and seek opportunities to construct affordable housing. We continue those efforts under this Agency Plan in our modernization effort, in our wish to gain HOPE VI funds, and in our subsidy programs.

State Priority Housing Strategies are:

1. The rehabilitation of dilapidated homes that are too common in Mississippi.
2. The need for new construction of affordable housing.
3. The need to acquire new properties for rehabilitation, and the problem of relocating needful families to new better locations.
4. The need for homebuyer assistance programs, especially for first time homebuyers.
5. The need for tenant-based rental assistance to needy families.

Our Agency Plan addresses these strategies as follows:

1. Our 5-Year Plan for Modernization assures continuing good quality housing for our residents in non-dilapidated homes.
2. Our Section 8 New Construction Program will continue, which has brought much needed housing to our community.
3. We will again apply for a HOPE VI Grant to expand housing in Meridian.

4. Our family self-sufficiency program and our other programs support homeownership opportunities for needy families, especially first-time homebuyers.
5. If additional tenant-based vouchers become available, our agency will pursue acquiring them.

Other: (list below)

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

D. Other Information Required by HUD

Criterion for identifying a “substantial deviation” from or “significant amendment or modification” to the PHA Plan

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

1. Any alteration of the Authority’s *Mission Statement*;
2. Any change or amendment to a stated Strategic Goal;
3. Any change or amendment to a stated Strategic Objective except in a case where the change results from the objective having been met;
4. Any introduction of a new Strategic Goal or a new Strategic Objective;
5. Any alteration in the Capital Fund Program Annual Plan that affects an expenditure greater than ten percent (10%) of the CFP Annual Budget for that year.

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

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

The Meridian Housing Authority has also reviewed the requirements set out in HUD Notice PIH 99-51, and PIH Notice 2000-43. It here incorporates the several additional criterion established by HUD for “substantial deviation” or “significant amendment or modification” to its Agency Plan. The PHA will also consider the following events to require a public process before amending such changes to its Agency Plan.

Housing Authority of the City of Meridian

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

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

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

Attachments

- MS004v02a01. Year One Annual Plan Progress Report
- MS004v02a02. Community Services Policy
- MS004v02a03. Pet Policy
- MS004v02a04. Membership of the MHA Resident Advisory Board
- MS004v02a05. FY 2001 Capital Fund Program
- MS004v02a06. Public Housing Drug Elimination Program (PHDEP)

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

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

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

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	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	

Housing Authority of the City of Meridian

Use this section to provide any additional attachments referenced in the Plans.

**Annual Statement (See Attachment MS004b01)
Capital Fund Program (CFP) Part II: Supporting Table**

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

Annual Statement (See Attachment MS004b01)
Capital Fund Program (CFP) Part III: Implementation Schedule

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

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

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

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MS 004	PHA Wide			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Provide Comprehensive Modernization work valued @ \$2,345,198.00			\$2,345,198	FY 2002
Provide Comprehensive Modernization work valued @ \$2,345,198.00			\$2,345,198	FY 2003
Provide Comprehensive Modernization work valued @ \$2,345,198.00			\$2,345,198	FY 2004
Provide Comprehensive Modernization work valued @ \$2,345,198.00			\$2,345,198	FY 2005
Total estimated cost over next 5 years			11,725,990	

Ms004v02a06

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 \$297,302.00**
- 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

The Housing Authority of the City of Meridian (MHA) will establish a program designed to continue reimbursement of Law Enforcement above baseline services; employ security personnel, and provide 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)
All sites of the MHA (MS 004) and surrounding areas	1,297	3,100

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** X **18 Months** _____ **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 "E" in column or "W" for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996					
FY 1997					
FY 1998					
FY 1999	\$285,263.00	MS26DEP0040199			
FY 2000	\$297,302.00	MS26DEP0040100			

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.

The Housing Authority of the City of Meridian will continue its program to prevent crime and illegal drugs in our community through continued contractual services with the local police; coordination of services with non-profit organizations; continue youth oriented programs; continue recreation programs; and continue family and support services.

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	\$ 18,000.00
9120 - Security Personnel	\$100,098.00
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$ 63,200.00
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$116,004.00
TOTAL PHDEP FUNDING	\$297,302.00

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: \$18,000.00		
Goal(s)	Reduce by 25% the number of residents arrested for serious Part 1 crimes ;Reduce the number of service calls by 25%; Reduce public housing crime by 20%						
Objectives	Continue to contract with local police						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1.Continue to contract for additional patrols			Jan 2001	Jan 2002	\$18,000		Average monthly arrests at or below 18 per month
2.Daily patrol reports			Same	Same	Same		Average number of calls at or below 92
3.Collect monthly part I and II crime data			Same	Same	Same		Crime data at or below 2194.000 per 10,000

9120 - Security Personnel					Total PHDEP Funding: \$100,098.00		
Goal(s)	Have each site with a fully functioning tenant neighborhood watch group; Have one fully functioning tenant patrol established at a selected high risk public housing site						
Objectives	Employ security personnel						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Enhance tenant/neighborhood watch programs			Oct. 2001	Oct 2001	\$100,098		Have 6 of 11 sites prepared to begin volunteer tenant patrol by 7/2001; ongoing with 4 sites have begun preparing to attend training
2.Enhance community policing			July 2001	Oct 2001	Same		Have 10 residents trained to perform tenant patrol duties by 5/2001; 4 residents trained by 3/2001
3.							

9130 – Employment of Investigators					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.							

9140 - Voluntary Tenant Patrol					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.							

9150 - Physical Improvements					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.							

9160 - Drug Prevention					Total PHDEP Funding: \$63,200.00		
Goal(s)	Involve 40% public housing youth in positive drug free activities; Increase resident enrollment by 18% each year in Non-profit organizations; Have 10 teens between 16-18 years enroll in art program, and 30 youth between 6-15 enroll in summer art program; Increase resident enrollment by 17% in Reading; Increase resident participation by 18% in enrichment programs; 25% participation of youth in recreation activities; Increase by 25% residents attending the resource Center; Increase by 20% residents communication skills; Increase by 25% referrals to social services; Offer \$500 scholarship to residents who complete GED						
Objectives	Provide drug prevention activities						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators

						/Source)	
1.Coordinate with Boys and Girls Club, Girl Scouts, Boys Scouts, 4-H Club to provide drug free and social activities	At least 18% youth	Youths of MHA (MS 004) sites	Jan 2001	Jan 2002	\$63,200		Have 500 youth attain gradeof "C" by 5/2000;100 youth 16-18 continue education beyond high school; 40 girls enroll by 1/2000; increase by 10 each year; 40 boys enroll by 1/2000; 10 each year
2.Art appreciation	At least 10 teens; at least 30 youth	Youths of MHA (MS 004)sites	Jan 2001	Jan 2002	Same		40 youths attend workshops
3.Reading at the Library; red ribbon week; Music Appreciation; travel and History activities	At least 18% youth	Youths of MHA (MS 004) sites	Jan 2001	Jan 2002	Same		40 youth by 1/2000 10 additional each year
4. Recreational activities to include intermural basketball, soccer, swimming	At least 25% youth	Youths of MHA (MS 004) sites	Jan 2001	Jan 2002	Same		100 youth to participate
5. Family and Support Services to include academic skill preparation; make space available for parents as teachers; conduct referral services; create PHDEP academic textbook scholarship program	At least 25% Resid.	Residents of MHA (MS 004) sites	Oct 1999; July 1999	September 2004	Same		Average daily resident attendance 18 1 st year, 22 by 9/2004; average monthly assigned families 15 by 1/2000, 30 by 12/2000; perform average of 45 referrals month 1 st year, increase by 50% subsequent year; Have 6 residents receive scholarship by 9/2000

9170 - Drug Intervention					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.							

9180 - Drug Treatment					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.							

9190 - Other Program Costs					Total PHDEP Funds: \$116,004.00		
Goal(s)	Administer PHDEP Program						
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Administer PHDEP program			Jan 2001	Jan 2002	\$116,004		Adequacy of activities accomplished
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.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	1,2,3	\$ 9,000.00	1,2,3	\$ 18,000.00
9120	1,2	\$50,049.00	1,2	\$100,098.00
9130				
9140				
9150				
9160	1,2,3,4	\$31,600.00	1,2,3,4	\$ 63,200.00
9170				
9180				
9190	1	\$58,002.00	1	\$116,004.00
TOTAL		\$148,651.00		\$297,302.00

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.”