

# PHA Plans

5 Year Plan for Fiscal Years 2002 - 2006

Annual Plan for Fiscal Year 2002

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

**PHA Plan  
Agency Identification**

**PHA Name:** Mississippi Regional Housing Authority No. VI

**PHA Number:** MS058

**PHA Fiscal Year Beginning:** 10/2001

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2002 - 2006**  
[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:

Our mission is to provide quality service in meeting the housing needs of the public in our region by the effective use of all available resources to secure decent, safe, sanitary, and affordable housing for participants.

**B. Goals**

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

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

PHA Goal: Expand the supply of assisted housing  
Objectives: The PHA goal is focusing much of its efforts on tax credit programs to fund quality projects in the metro and non-metro counties.

Apply for additional rental vouchers:  
The number of renters at or below 30% of median income continues to grow. The total number of families expected to receive Voucher Rental Assistance in FY 2000 is increased by 6.1% for a total of 3,668. The Authority will apply for over 300 Vouchers over a five year period.

Reduce public housing vacancies:  
By 5% decreasing the turn around time to lease up units through management.

- Leverage private or other public funds to create additional housing opportunities: The Housing Authority will attempt to utilize other resources to increase the supply of future housing. An effort will be made to acquire existing housing stock for rehabilitation.  
Development of public housing units by means of tax credits, bank debt and PHA funds. Implementation of the PHA H.O.M.E. Program. Our goal is to acquire resources to develop additional housing units. We will then implement developing, constructing, owning, managing and operating single family housing projects which qualifies for low-income housing tax credits. These developments will be constructed throughout our nine county jurisdiction.
- Acquire or build units or developments:  
Apply for future tax credits in our nine county jurisdiction to build viable communities. The Authority will design a plan to build 200 units in economic distressed areas. These units will assist elderly, disabled and low-income families.
- Other (list below)
- PHA Goal: Improve the quality of assisted housing  
  
Objectives:
- Improve public housing management:  
Increase training of staff .
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:  
Our goal is to have resident and community proud of the public housing stock and resident satisfaction by flyers, posters and resident meetings to get their input.
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)  
Build partnerships and provide services through locally based entities with maximum resident participation.
- Renovate or modernize public housing units: The Housing Authority will continue to utilize the Capital Fund Program as an ongoing method to improve public housing. Our goal is to have all units completely renovated by the year 2004.
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:

- Provide replacement vouchers:
- Other: (list below)
  
- PHA Goal:
- Objectives:
- Provide voucher mobility counseling:
  
- Conduct outreach efforts to potential voucher landlords:  
The PHA will use community organizations, places of worship, employment centers, fair housing counseling agencies, social services centers, and other resources for this outreach.
- Increase voucher payment standards
- Implement voucher homeownership program:  
The PHA will continue to execute a Section 8 homeownership demonstration in accordance with the statute and regulations of the Section 8 homeownership guidelines.
- Implement public housing or other homeownership programs: A continued effort will be made to development and implement a homeownership program for residents and the community.
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

- PHA Goal: Provide an improved living environment
- Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: The Housing Authority plan to adopt Ceiling Rents and a Deconcentration Policy that would enhance their income level of residency. Our goal is strive to increase the income by 2 to 3 percent per year to a total of 10 to 12 percent by the year 2004.
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements: The Housing Authority will continue to provide proper security for its residents through PHDEP funding. Our goal is to actively use preventive measures as a deterrent to eradicate criminal and drug activities by the year 2003.
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

- Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability: The Housing Authority will continue to provide services and referrals to assist residents in developing job skills to increase their employability. GED classes are current being offered and the local Community Action Agency offer employment training and summer jobs to school age youths. Our goal is to increase employability services by 20% by the year 2004.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below) The Housing Authority plan to apply for funding under HUD Self-sufficiency programs. Annually, the PHA goal is to apply for funding.

**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: Fair housing and equal opportunity access for all applicants will be reinforced and included in the Admission and Continued Occupancy Plan/Policy, resident meetings, flyers and posters.
- 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)**

**Annual PHA Plan**  
**PHA Fiscal Year 2002**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

The Mississippi Regional Housing Authority No. VI developed the consolidated plan based on the Quality Housing and Work Responsibility Act of 1998 (the Act) is the first piece of legislation passed by Congress in five years that enacts substantial revisions to the laws governing the Public Housing and Section 8 Programs.

The Consolidated Plan is a specific assessment of the Section 8 Certificate, Voucher and Public Housing Programs. This Plan establishes the implementation of regulations and provisions mandated by HUD to administer the program.

The Consolidated Plan is comprised of a description of authority's strategic goals to provide comprehensive housing to the communities. The Consolidated Plan demonstrates how the Capital Fund, Operating Fund and the Section 8 Tenant-Based Program, and Public Housing Program designated funds to improve on home ownership, rental assistance, self-sufficiency and preventive measures such as the Drug Elimination Funds.

The information contained in this Annual Plan for Fiscal Year 2002 should enable the public to draw a realistic conclusion as to the ability and extent that the Mississippi Regional Housing Authority No. VI (MRHA VI) will conduct itself. Specifically, this Plan should allow the public to see the parameters that this Authority has set upon itself to pursue its mission, goals, and objectives in our five-year Plan.

Furthermore, the MRHA VI agrees that substantial deviation of the Annual Plan from the Five Year Plan as any changes in this Authority's rent or admission policies, changes in waiting list procedures, changes in use of the Capital Funds, the Authority shall make proper notification, as required by law, unless such has been made to comply with the U.S. Department of Housing and Urban Development requirements.

The Agency Plan was made available for public review and prepared with input from local officials, board of commissioners, resident advisory council and general public.

All comments were taken under consideration and addressed in this plan. Supporting documentation is attached and/or available upon request.

The MRHA VI also agrees that any significant amendment or modification of its plan will be resubmitted and reviewed by the public.

### **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.

#### **Table of Contents**

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary	1
ii. Table of Contents	3
1. Housing Needs	7
2. Financial Resources	17
3. Policies on Eligibility, Selection and Admissions	20
4. Rent Determination Policies	29
5. Operations and Management Policies	34
6. Grievance Procedures	34
7. Capital Improvement Needs	35
8. Demolition and Disposition	37
9. Designation of Housing	38
10. Conversions of Public Housing	39
11. Homeownership	41
12. Community Service Programs	43
13. Crime and Safety	45
14. Pets (Inactive for January 1 PHA's)	47
15. Civil Rights Certifications (included with PHA Plan Certifications)	47 -
16. Audit	48
17. Asset Management	48
18. Other Information: Attachments	51

### **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 ATTACHMENT A (MS058a02)

- FY 1999 & 2000 Capital Fund Performance and Evaluation Reports  
ATTACHMENT B (MS058b02)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)  
Optional Attachments:
  - PHA Management Organizational Chart
  - FY 2002 Capital Fund Program 5-Year Action Plan  
ATTACHMENT C (MS058c02)
  - Public Housing Drug Elimination Program (PHDEP) Plan  
ATTACHMENT D (MS058d02)
  - Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
  - Other (List below, providing each attachment name)
    - ATTACHMENT E Substantial Deviation Policy (MS058e02)
    - ATTACHMENT F (MS058f02) Statement of Progress in Meeting 5-Year Plan Mission and Goals
    - ATTACHMENT G (MS058g02) Section 8 Homeownership Capacity Statement
    - ATTACHMENT H (MS058h02) Membership of the Resident Advisory Council
    - ATTACHMENT I (MS058i02) Community Service and Family Self-Sufficiency

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	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
X	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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or	Annual Plan: Operations and Maintenance

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	The full policy of Community Services	
X	Plan to house a Police Officer	

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **Mississippi's Population Projections 1995-2025**

The State Population Rankings Summary from the U.S. Census Bureau compiles an in depth analysis of the future population of the State. By 2000, the State is expected to increase to approximately 2.8 million people. Mississippi is expected to gain 27,000 people through international migration between 1995-2025, placing it the 42<sup>nd</sup> largest State among net international migration gains.

The number and proportion of Mississippi's population that is age 18 and over is expected to increase from 1.9 million (71.8%) in 1995 to 2 million (72.8%) in 2000. This population is expected to increase to 2.4 million in 2025. Following the national trend, the State will have a decrease in the number of youth (under 20 years old) in its population. The percentage of the population classified as youth is scheduled to decrease from 31.5% in 1995 to 26.1% in 2025.

Forty-six percent of the total renter households in Mississippi are in the very-low income category, which accounts for 114,751 actual households. The *Elderly* (defined as 62 years and older) *One and Two Member Households* account for 28,395 households which is 25% of the very-low income households in the State. Under the *Elderly One and Two Member Households*, 5% (16,559) have housing problems. *Large Related* (5 or more persons) *Households* account for 16% (18,357 households) out of the total very-low income rental households. *Large Related* have a high rate of housing problems with 86% (15,777 households) having housing problems. *Small Related* (2-4 persons) *Households* are the largest category of very-low income households accounting for 39% (44,611 households) of the very-low income rental households in the State. This category also has the largest number of households with housing problems with 31,319 households (70%) having problems. The category *Other Households* accounts for 23,388 (20%) of very-low income rental households. Very-low income households with housing problems that are renters number 80,702 households, which is a significant number considering the fact that housing starts in Mississippi in 1992 numbered 8,700.

As shown on **CHAS Table 1 C**, the *Elderly One and Two Member Households*, *Other Low Income Renters* number 5,705, of which 41% have any housing problems compared to 28,395 *Elderly One and Two Member Households*, *Very-Low Income Renters*, of which 64% have any housing problems. Numerically, the most significant need category under *Other Low Income Renters* is *Small Related* (2 to 4 persons)

*Households* which is 22,245 with 36% having housing problems. The category of *Large Related* (5 or more persons) has the highest percentage; households with problems with 61%; however, the total households in this category only number 6,990. Based on this data, the *Elderly* category and the *Small Related* category continue to have the greatest percentage of problems. All *Other Households* in the *Other Low Income* category (37% with any housing problem) do not exhibit the significant needs as the *Very-Low Income* category (72% with any housing problem).

The growth counties in our jurisdiction are Madison and Rankin and Madison and Rankin Counties have grown in direct proportion to the population decline in Hinds County.

The jurisdiction of the MRHA VI includes the counties of Hinds, Madison, Yazoo, Holmes, Warren, Claiborne, Copiah, Simpson, and Rankin. This jurisdiction has a range of a very low per capita housing need as found in Rankin County to a very high per capita housing need in Claiborne and Holmes Counties. The need for affordable and decent housing in this jurisdiction totals approximately 8,500 individuals and families as taken from the waiting lists for both our Public Housing and Section 8 housing. Within this nine-county jurisdiction, approximately 11,470 individual and families pay more than 50% of their income for rent. Compared to the other seventy-three (73) counties in Mississippi, these nine (9) counties constitute 23.30% of the individuals and families in the State who are in this horrendous affordability problem.

The PHA Waiting List also reveals approximately 68% of the total individual and families have incomes at or below thirty percent (30%) of the counties' median income. The waiting list also reveals that approximately 15 % of the total are either elderly individuals or families, or they are disabled individuals and families. In addition, the waiting list identifies approximately 93 % of the individuals and families as being black with the balance being white. This review of the waiting list did not indicate any significant information concerning ethnicity that would reflect on housing needs outside of the racial breakdown.

In attempting to meet the housing needs of individuals and families in our jurisdiction, the following issues are addressed:

- Affordability**

The tremendous need identified above in the number of individuals and families paying half their income for housing calls for this Authority to pursue whenever possible this availability of Section 8 funds. By expanding the supply of Section 8 funds and monitoring the effect of the payment standards, the Authority will be able to reduce the rent burden. This Authority understands that the payment standards of the Section 8

Program must be monitored and adjusted at least annually so as to minimize to the extent possible, the percentage paid by the Section 8 participant. However, in adjusting payment standards, a balance must be struck between affordability and outlay of budget authority per individual and family. The Authority will pursue the fairest course in achieving the highest numbers of families assisted with Section 8 funds at the best affordable cost to the individual and family. The Public Housing residents continue to pay based on a minimum Total Tenant Payment (TTP) of \$25 or 30% of adjusted income. Rent ceilings in place for all 136 units will allow families to strive for improvements in their incomes at the same time maintaining very affordable rental payments.

## **2. SUPPLY**

Traditionally, Mississippi's housing for low income individuals and families are either substandard or non-existent. In the jurisdiction of MRHA No. VI, we have significant examples of both. In the Jackson Metropolitan area there are hundreds of substandard units. There has been piecemeal rehabilitation especially in the city of Jackson but the effort is usually limited and not part of any overall plan. Outside the Metro area the supply of affordable, decent housing is either quite limited or non-existent.

For several years the supply of affordable housing has depended on low income housing tax credits. In the Metro area several newly constructed developments has provided hundreds of affordable housing units especially enjoyed by Section 8 housing vouchers. Region 6 will continue to coordinate with the opening of new developments through tax credits so that Section 8 participants have an even greater choice.

The non-metro area has not seen any significant growth in tax credit units primarily because market conditions discourage such developments. In an attempt to improve the market condition MRHA No. VI will coordinate activities to show potential development of the supply of Section 8 Housing Vouchers in the non-Metro area. Because of a lack of affordable housing these new developments will attract Section 8 and also retain thus reducing vacancy loss.

## **3. QUALITY**

The quality of housing units in the jurisdiction of the MRHA No. VI actually goes hand and hand with our discussion of supply.

The housing units produced by tax credits are generally of good quality. MRHANO. VI will work to improve the quality of housing produced

through rehabilitation. Coordinated briefings of potential rehabilitation develops will help produce units wanted by the Section 8 Program.

The MRHA No. VI will also increase flexibility in the rent reasonableness test so that optimum rents are approved to stimulate quality renovations yet remaining reasonable.

#### 4. **ACCESSIBILITY**

This area of housing continues to be a major gap in the housing needs of the MRHA No. VI. Apparently, the greatest obstacle to improving the supply is the cost of the additional features to provide accessibility. The greater cost outlays means a longer period to recover the loss, which has generally scared development.

The need in the metro area with its concentration of medical facilities has been well established. The MRHA No. VI will continue a very flexible and liberal attitude toward encouraging this development by approving high rents to justify the cost but also keeping the units affordable by adjusting the payment standards.

MRHA No. VI will also continue to monitor any additional Section 8 funds, which would specifically target accessibility needs.

#### 5. **SIZE OF UNITS**

Traditionally, the need for housing in the MRHA No. VI's jurisdiction has been dominated by the two and three bedroom sizes. Our waiting lists typically reveal a true bell-shaped curve in regards to bedroom size demand. The two and three bedroom demands is the greatest part of the demand curve with one bedroom and four+ bedroom demands tapering off significantly on both sides of the demand curve.

The supply of two and three bedrooms have gone hand and hand with both rehabilitation efforts and tax credit developments. However, the four+ need seems to be the hardest niche to fill. Region VI has seen that four+ bedroom families seem to remain longer in units than other bedroom sizes. This is do to a lack of quality four+ bedroom units. This is due to a lack of quality four+ bedroom units. The MRHA No. VI will continue a flexible attitude in conducting the rent reasonableness test to encourage development especially of four+ bedroom units. Region VI has seen a number of smaller units converted through rehabilitation to make a four+ bedroom unit. By coordinating activities Region VI assists developers in creating quality units within reasonable rental rates.

#### 6. **LOCATION**

In the business world, the three components for a successful business are location, location, and location. In the housing sector, location can make or break a unit or a development. Unfortunately the greatest need for affordable housing is in areas where the location has a crime problem or even just a perception of crime.

Region VI continues to encourage development of affordable housing throughout its jurisdiction.

De-concentration of affordable housing is a goal of Region VI. The greater the spread of affordable housing in our jurisdiction improves significantly the housing market for Section 8 families. Among other benefits it improves the perception, usually negative, of affordable housing.

Region VI will continue a flexible approach to the rent reasonableness test so that more and more units over a greater market area will be available for Section 8. In areas where crime causes a less than optimum use of otherwise quality units, Region VI will cooperate with housing developers and law enforcement to the greatest extent possible to either resolve or minimize the crime problem.

**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.

Family Type	Overall	Affordability	Supply	Quality	Access - ability	Size	Location
Income <= 30% of AMI	7800	3	4	3	2	2	4
Income >30% but	1720	3	3	3	2	2	3

Family Type	Overall	Afford-ability	Supply	Quality	Access - ability	Size	Location
<=50% of AMI							
Income >50% but <80% of AMI	1950	2	1	1	1	1	1
Elderly	803	2	3	2	2	2	2
Families with Disabilities	1401	3	3	2	3	2	3
Race/Ethnicity (White)	688	2	2	3	3	3	2
Race/Ethnicity (Black)	10,667	2	3	4	3	3	3
Race/Ethnicity (H)	229	2	4	4	3	3	4

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: Federal Fiscal Year 2001
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) data set
- American Housing Survey data  
Indicate year: 1990
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

**B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List
---

**Housing Needs of Families on the Waiting List**

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing

Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	8000	6.25%	500      60
Extremely low income <=30% AMI	5440	68%	
Very low income (>30% but <=50% AMI)	1200	15%	
Low income (>50% but <80% AMI)	1360	80%	
Families with children	6400	7%	
Elderly families	560	13% Includes family w/ disabilities	
Families with Disabilities	1040	6%	
Race/ethnicity (W)	480	93%	
Race/ethnicity (B)	7440	2%	
Race/ethnicity (O)	160		
Race/ethnicity			

Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR	40	25	20
4 BR			
5 BR			
5+ BR			

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)? 24 months

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?

No  Yes Number One (1) Preferences

**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) Coordinate with various community projects by issuance of Vouchers, Homeownership

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing (additional modification subject to need)
- 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) Length of waiting list

## **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.

The following represents the estimated financial resources available in FY 2002 for use by the MRHA No. VI in fulfilling its mission to provide affordable housing.

Section 8 Resources:

Annual Contribution for Section 8 Tenant-Based Assistance	\$22,067,080
--	--------------

Public Housing Resources:  
Federal Grants (FY 2002 Grants)

Public Housing Operating Funds	130,000
Public Housing Capital Funds	298,530
Public Housing Drug Elimination (including any Technical assistance funds)	33,414
Resident Participation Self-Sufficiency Grants	48,400
Home Buyers Education Grant	1,500
Public Housing Dwelling Rental	160,000
Interest on General Funds	61,000
Sales & Services	2,000
Non-Federal Sources H.O.M.E. (PHA Owned)	<u>206,180</u>
<b>TOTAL</b>	<b>\$23,008,104</b>

**Section 8 Uses:**

- a.) Provide housing assistance payments on behalf of eligible families in approved rental properties.
- b.) The total number of families expected to receive assistance in FY 2002 is 4,500. This assistance is tenant-based rental assistance.
- c.) Provide housing assistance payments on behalf of 618 eligible families in nine developments. This assistance is project based rental assistance.
- d.) The fees earned from the Administration of the Section 8 Program provides the bulk of the operating funds for the day-to-day operations of the Authority. The largest outlay in the annual budget with a staff of 45. Other costs include supplies, utilities, building debt and automobiles.

- e.) Through prudent management not all the fees are spent allowing excess to be placed in a reserve. The reserve and interest shall be used for housing related purposes. It is anticipated that the bulk of the reserve will be retained as a “rainy day” reserve.

**Public Housing Uses:**

- a.) This funding is to cover the anticipated short fall in revenue to operate this Public Housing Program. MRHA No. VI operates 136 units of Public Housing in five counties. The major outlays in the Public Housing Program include employee cost, building insurance and maintenance.
- b.) The funds from the capital fund will allow Region VI to continue to make improvements in both the housing units, community building and grounds. FY 2002, expenditures shall include installation of central air to Payton Garden, landscaping improvements at all sites and completion of exterior door replacement at select sites.
- c.) Drug grant funds continue to be used in a strong preventive program aimed primarily at the young people.
- d.) The funding for Economic Development and Supportive Services (EDSS) will primarily be used for activities such as supportive services, economic development activities, and administrative costs.
- e.) The funds from rents/charges will be used for same purposes as “a”.
- f.) The funds from interest will be used for same purposes as “a”.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	130,000	
b) Public Housing Capital Fund	298,530	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	22,067,080	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	33,414	
g) Resident Opportunity and Self-Sufficiency Grants	48,400	
h) Community Development Block Grant		
Other Federal Grants (list below)		
<b>Home Buyers Education Grant</b>	1,500	
<b>2. Prior Year Federal Grants (un-obligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	160,000	Operations
<b>4. Other income (list below)</b>		
Interest on General Fund	61,000	Operations
Sales and Services	2,000	Operations
<b>4. Non-federal sources (list below)</b>		
<b>H.O.M.E. (PHA Owned)</b>	206,180	
<b>Total resources</b>	23,008,104	

### **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 sub-component 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (Select all that apply)

- When families are within a certain number of being offered a unit: (state number) next in line to be offered a unit. Date and time of the application is used.
- When families are within a certain time of being offered a unit: (state time)
- Other: 30 days after application . After receipt of application, all necessary information must be verified.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) Credit Report

c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

## **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

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

1. How many site-based waiting lists will the PHA operate in the coming year?

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

**(3) Assignment**

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

**(4) Admissions Preferences**

- a. Income targeting:
- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
  - Overhoused
  - Underhoused
  - Medical justification
  - Administrative reasons determined by the PHA (e.g., to permit modernization work)
  - Resident choice: (state circumstances below)

Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

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

**(6) Deconcentration and Income Mixing**

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

b.  Yes  No Do any of these covered developments have average incomes of all such developments? If no, this section is complete.

## Deconcentration and Income Mixing

Development Name:	Number Of Units	Explanation (if any)[see step 4 at '903.2 ( c ) (1) (iv)]	Deconcentration policy (if no explanation) [see step 5 at '903.2(c)(1)(v)]

### **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):  
VTS – Vacated Tenant Listing
- 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)  
Former landlord's name and address

**(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 120-day period to search for a unit?

If yes, state circumstances below:

Extensions are granted due to medical reasons and other unforeseen circumstances. Verification is requested.

**(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 sub-component **(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, 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)

Those unable to work because of age or disability

Veterans and veterans' families

Residents who live 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) elderly, disabled as defined by Social Security Administration (in addition to mobility impairment), those who have completed Transitional Housing Programs.

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, Inaccessibility, Property Disposition)
- 2 Sub-standard housing
- 2 Homelessness
- 2 High rent burden

Other preferences (select all that apply)

- Those unable to work because of age or disability
- Veterans and veterans' families
- 3 Residents who live in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 1 Other preference(s) (list below)  
Elderly, Disabled as defined by the Social Security Administration (in addition to mobility impairment), those who completed Transitional Housing Programs

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)

Seek referrals from other agencies.

#### **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 highest 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:

Maximum rents that can be charged. If the income exceeds a certain amount, families will be limited to \$466, which is a ceiling rent or the choice flat rent.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

- For household heads  
 For other family members  
 For transportation expenses  
 For the non-reimbursed medical expenses of non-disabled or non-elderly families  
 Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- Other (list below)

1. An error occurred in connection with an admission or reexamination;
2. A new family member with income enters the family;
3. A hardship exist due to the fact that the family is paying more of its income than is permitted by statute;
4. The death or permanent disability of the leaseholder and/or principal income recipient occurs;
5. The principal income recipient abandons the family; and
6. A family misrepresent itself.

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)  
Ceiling Rents

**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)
- Market conditions in Fair Market Rent areas.

## **(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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

**C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)
- (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
- 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.

FY 2002 Plan

Management Improvements	40,000
Interior/Exterior Renovations and Appliances/Equipment	23,530
Site Improvements	40,000
Preventive Maintenance	92,000
Office and Community Building Renovation	65,000
Operations	38,000
Total	<u>\$298,530</u>

**(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 “B”

-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 C

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5-Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:

- Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

### **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

Of the 136 Public Housing units owned and managed by this Authority, the oldest development is only 10 years old. All five developments are very viable and popular units.

Therefore, this Authority has no Demolition/Disposition plans for any of the 136 Public Housing units.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

#### 2. Activity Description

- Yes  No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development

<input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)

<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously approved Designation Plan?</p>
<p>6. Number of units affected:</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

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

[24 CFR Part 903.7 9 (j)]

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

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

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

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

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

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

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

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

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

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

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

[24 CFR Part 903.79(k)]

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

The purpose of this administrative plan is to offer qualifying families the option of homeownership through the new Section 8 Homeownership Option Program. The mission of this program is to provide homeownership possibilities through a system grounded upon self-sufficiency, training, counseling and support. As a result, the program will empower people as new homeowners, foster community pride, and create economic growth all while minimizing mortgage defaults.

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:

At admission to the Voucher Program the family is eligible for assistance, the family satisfies any minimum income requirements, the family satisfies the employment requirements, the family has not defaulted on a mortgage securing debt under this homeownership option, the family has not defaulted on *any* other mortgage securing debt to purchase a home within the preceding five years.

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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 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? 09/15/2000

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. )

<b>Services and Programs</b>				
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)
<i>Jumpstart Tutorial Program</i>	40	<i>Waiting List</i>	<i>Sugarhill Estates</i>	<i>Both</i>
<i>Recreational, Cultural, Educational Enrichment</i>	45	<i>Waiting List</i>	<i>Sam Estess Estates</i>	<i>Both</i>

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	59	41
Section 8	157	51

- 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)

**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)

**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)

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

PHAs eligible for FY 2001 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 D)

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

[24 CFR Part 903.7 9 (n)]

The MRHA No. VI does presently allow pets in the Public Housing units.

## **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.

This Authority has always aggressively worked to affirm fair housing in our jurisdiction. As an example, this authority has worked closely with the Civil Rights Division of the U. S. Department of Justice on two high profile cases involving violation of the Fair Housing Act.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

Provided is a synopsis of the most recently completed audit of this Authority. The audit is for the FY 1999 and will be available within the next 30 days. All transmissions to HUD and REAC have been made.

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? 1
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?  
All findings must be submitted to HUD and cleared prior to September 30, 2001.

## **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 903.79(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) "E"
- Provided below:

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

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

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

1.  Yes  No: Does the PHA meet the exemption criteria provide 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.)

Pursuant to the Continuing Resolution signed by President Bush which extended current funding through October 31, 2001, the Mississippi Regional Housing Authority No. VI is exempt from the placement of a resident of the Board. It is believed by Mississippi Regional Housing Authority No. VI that the exemption might be further extended to

November 16, 2001 by an additional Continuing Resolution. After this date, our exemption may possibly expire. However, due to the nature by which present Board members are appointed, Mississippi Regional Housing Authority No. VI has requested specific direction from the Department of Housing and Urban Development on how we can successfully carry out our duties under QHWRA. The MRHA VI is in the process of appointing a Resident Advisory Board for the Section 8 Program. When this is complete, the MRHA VI will notify the RABs of the opportunity for resident participation on the Board pursuant to 24 CFR964.425.

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: City of Jackson
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)  
Resident self-sufficiency programs, modernization of housing units, security and employment opportunities through Capital and Drug Funds.
- Other: (list below)

Consolidated Plan jurisdiction: State of Mississippi

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)  
Resident self-sufficiency programs, modernization of housing units, security and employment opportunities through Capital and Drug Funds.
- Other: (list below)

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

The Consolidated Plan is a comprehensive planning document that identifies housing needs, affordable housing, fair housing, supply, quality, accessibility, size of units, deconcentration and community development.

**D. Other Information Required by HUD**

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

**Attachments**

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

Attachment A Admissions Policy for Deconcentration  
Attachment B FY 1999 & 2000 Capital Fund Performance & Evaluation Reports  
Attachment C FY 2002 Capital Fund Program 5 Year Action Plan  
Attachment D Public Housing Drug Elimination Program Plan  
Attachment E Substantial Deviation Policy  
Attachment F Statement of Progress in Meeting 5-Year Mission and Goals  
Attachment G Section 8 Homeownership Capacity Statement  
Attachment H Membership of the Resident Advisory Council  
Attachment I Community Service and Family Self-Sufficiency

Other Policies and Procedures Available for Review at the Housing Authority:

Civil Rights Certification

## MISSISSIPPI REGIONAL HOUSING AUTHORITY NO. VI

### DECONCENTRATION DETERMINATIONS

This information should be used each year to determine the concentration of families' income in the housing authority units, buildings and site locations. The simplest method to determine deconcentration is to use the Mississippi Regional Housing Authority No. VI site-maps and plot the family's income in the appropriate spaces. Color coding for extremely low, very low and low incomes will help visually determine the levels of concentration of incomes within the complexes.

**Because a family's income could be determined from this map, this information will remain confidential and will not be made available to the public.**

# MISSISSIPPI REGIONAL HOUSING AUTHORITY NO. VI

## DECONCENTRATION POLICY

In an ongoing effort for the MRHA No. VI to meet or exceed the laws and regulations regarding public housing, a comprehensive Deconcentration Policy has been developed in order to comply with the Housing Quality and Work Responsibility Act of 1998 Section 513, as it applies to the MRHA No. VI.

### INCOME MIX TARGETING:

This housing authority must ensure that within a given fiscal year, not less than forty percent (40%) of the public housing dwelling units shall be occupied by families whose incomes at the time of commencement of occupancy does not exceed thirty percent (30%) of the area median income.

### PROHIBITION OF CONCENTRATION OF LOW-INCOME FAMILIES:

This housing authority may not concentrate very low-income families, or those with relatively low incomes, in public housing units in certain projects or certain buildings within projects. There must, however, remain at least forty percent (40%) of the families who are at or below thirty percent (30%) of the median area income. The MRHA No. VI must review the income and occupancy characteristics of the housing projects and the buildings of each project to ensure that a low-income concentration does not occur.

### DECONCENTRATION:

It shall be the sole and exclusive right of the MRHA No. VI to move families from one dwelling unit to another as necessary or as vacancies warrant to avoid a concentration of a particular income level of families into any one building or complex. MRHA No. VI will make reasonable efforts to maintain a consistent dwelling unit for every family and will direct moves to remain in compliance with this deconcentration policy only if there is no other reasonable alternative as determined by the MRHA No. VI.

This policy becomes effective immediately upon adoption by the Board of Commissioners of the Mississippi Regional Housing Authority No. VI.

Adopted by the Board of commissioners of the Mississippi Regional Housing Authority No. VI

on  
September 22, 1999 by Resolution Number 99-86

**MISSISSIPPI REGIONAL HOUSING AUTHORITY NO. VI**

**INCOME TARGETING/DECONCENTRATION**

**In compliance with House Resolution 4194 section 513, the MRHA No. VI has established an Income Targeting Policy for guidance as part of its continued occupancy and tenant selection procedures as well as its dwelling lease.**

**Not less than 40% of the public housing dwelling units of the MRHA No. VI made available for occupancy in any fiscal year by eligible families shall be occupied by persons and families, whose family incomes at the time of commencement of occupancy do not exceed 30% of the area median income as determined by the Secretary, with adjustments, for family size.**

**The MRHA No. VI will annually examine the income levels of families in each MRHA No. VI operated unit to avoid concentration of higher income families in any one given building or complex.**

**The MRHA No. VI may offer incentives for eligible families having higher incomes to occupy dwelling units in housing predominantly occupied by eligible families having lower incomes, and provide occupancy of eligible families having lower incomes in communities predominantly occupied by eligible families having higher incomes. Any incentive made available will allow the eligible family the sole discretion in determining whether to accept the incentive and the MRHA No. VI will not take any adverse action toward any eligible family declining an incentive and occupancy of a dwelling unit. Skipping any family on the waiting list to offer an incentive to another family shall not be considered an adverse action against the family that remains on the waiting list.**

**Adopted by the Board of Commissioners of the Mississippi Regional Housing Authority No. VI**

**on**

**September 22, 1999 by Resolution Number 99-86**

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

PHA Name: MISSISSIPPI REGIONAL HOUSING AUTHORITY No. VI	Grant Type and Number Capital Fund Program Grant No: MS26P058-501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
--	---	------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	29,016			
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs	5,000			
4	1410 Administration	10,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	39,594			
10	1460 Dwelling Structures	148,520			
11	1465.1 Dwelling Equipment—Nonexpendable	41,400			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	25,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	298,530			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Mississippi Regional Housing Authority No. VI		Grant Type and Number Capital Fund Program Grant No: MS26P058-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA Wide	Operations		1406		29,016.00				
	Management Improvements		1408						
PHA Wide	Computer System Upgrade		1408		5,000.00				
	Administration		1410		10,000.00				
	Site Improvements		1450						
PAYTON GARDENS MS58-006	Landscaping		1450	6 Acres	6,000.00				
SUGARHILL / HERMANVILLE ESTATES MS58-016	Landscaping		1450	2 Acres	2,000.00				
PAYTON GARDENS MS58-006	Repair Sidewalks		1450	4,500 Sq. Ft.	22,500.00				
PAYTON GARDENS MS58-006	Playgrounds		1450	1	4,594.00				
SUGARHILL / HERMANVILLE ESTATES MS58-016	Playgrounds		1450	1	4,500.00				
	Dwelling Structure		1460						
PAYTON GARDENS MS58-006	Paint Interior Units		1460	20 Units	16,250.00				
RIDGEWOOD	Paint Interior Units		1460	10 Units	8,125.00				

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

PHA Name: Mississippi Regional Housing Authority No. VI		Grant Type and Number Capital Fund Program Grant No: MS26P058-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
ESTATES MS58-011									
CHARLEY PATTON MS58-015	Paint Interior Units		1460	10 Units	8,125.00				
SAM ESTESS ESTATES MS58-008	Siding		1460	20 Units	7,500.00				
RIDGEWOOD ESTATES MS58-011	Siding		1460	10 Units	2,500.00				
PAYTON GARDENS MS58-006	Repair Ceilings		1460	8 Units	5,056.00				
SAM ESTESS ESTATES MS58-008	Repair Ceilings		1460	2 Units	1,264.00				
PAYTON GARDENS MS58-006	Replace Attic Fans		1460	40	14,000.00				
PAYTON GARDENS MS58-006	Number on Building		1460	10	2,500.00				
PAYTON GARDENS MS58-006	Replace Electrical Outlets		1460	40 Units	10,400.00				
PAYTON GARDENS MS58-006	Replace Light Fixtures		1460	40 Units	9,600.00				
PAYTON GARDENS	Repair Soffitts		1460	6 Buildings	50,700.00				

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

PHA Name: Mississippi Regional Housing Authority No. VI	Grant Type and Number Capital Fund Program Grant No: MS26P058-501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
---	---	------------------------------

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
MS58-006						
SAM ESTESS ESTATES MS58-008	Repair Door Jambs and facings	1460	20	3,000.00		
SAM ESTESS ESTATES MS58-008	Replace Screens	1460	40	6,500.00		
RIDGEWOOD ESTATES MS58-011	Replace Screens	1460	17	3,000.00		
	Dwelling Equipment	1465.1				
SAM ESTESS ESTATES MS58-008	Vent-a-hoods	1465.1	30	1,500.00		
RIDGEWOOD ESTATES MS58-011	Vent-a-hoods	1465.1	10	500.00		
CHARLEY PATTON MS58-015	Vent-a-hoods	1465.1	10	500.00		
SUGARHILL / HERMANVILLE ESTATES MS58-016	Vent-a-hoods	1465.1	10	500.00		
SAM ESTESS ESTATES MS58-008	Refrigerators	1465.1	40	16,000.00		
RIDGEWOOD ESTATES MS58-011	Refrigerators	1465.1	17	6,800.00		
CHARLEY	Refrigerators	1465.1	20	8,000.00		

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

PHA Name: Mississippi Regional Housing Authority No. VI		Grant Type and Number Capital Fund Program Grant No: MS26P058-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PATTON MS58-015									
SUGARHILL / HERMANVILLE ESTATES MS58-016	Refrigerators		1465.1	19	7,600.00				
	Non-Dwelling Equipment		1475						
PHA WIDE	Vehicles		1475	1	25,000.00				
	GRAND TOTAL				298,530.00				

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

PHA Name: Mississippi Regional Housing Authority No. VI		Grant Type and Number Capital Fund Program No: MS26P058-501-01 Replacement Housing Factor No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<b>PHA WIDE</b>	March-03			September-04			
<b>58-006 PAYTON GARDENS</b>	March-03			September-04			
<b>58-008 SAM ESTESS ESTATES</b>	March-03			September-04			
<b>58-011 RIDGEWOOD ESTATES</b>	March-03			September-04			
<b>58-015 CHARLEY PATTON ESTATES</b>	March-03			September-04			
<b>58-016 SUGARHILL/HERMANVILL E ESTATES</b>	March-03			September-04			

## Capital Fund Program Five-Year Action Plan

### Part I: Summary

PHA Name Mississippi Regional Housing Authority No. VI		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 10/02 –9/03	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 10/03 –9/04	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 10/04 –9/05	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 10/05 –9/06
	Annual Statement				
PHA WIDE		74,469	106,530	101,389	42,395
PAYTON GARDENS MS58-006		126,011	192,000	90,051	62,735
SAM ESTESS ESTATES MS58-008		5,650		44,600	85,625
RIDGEWOOD ESTATES MS58-011		1,900		18,955	26,825
CHARLEY PATTON MS58-015		2,750		21,185	52,275
SUGERHILL / HERMANVILLE ESTATES MS58-016		87,750		22,350	28,675
Total CFP Funds (Est.)		298,530	298,530	298,530	298,530
Total Replacement Housing Factor Funds					

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : 2003 FFY Grant: PHA FY: 10/02 – 9/03			Activities for Year: 2004 FFY Grant: PHA FY: 10/03 – 9/04		
	Description	Quantity	Amount	Description	Quantity	Amount
See	PHA WIDE			PHA WIDE		
Annual	Operations		24,469	Operations		23,530
Statement	Management Improvements		30,000	Management Improvements		10,000
	Non-Dwelling Equipment – Maintenance Tools		10,000	Non-Dwelling Equipment - Sewage Machine		25,000
	Administration		10,000	Landscaping	8 Acres	8,000
				Playground Equipment		30,000
				Administration		10,000
	Payton Gardens 58-006			Payton Gardens 58-006		
	Replace Floor Tile	19 units	60,061	Install central air & replace heater coils and duct work	40 units	180,000
	Playground Equipment		30,000	A & E Fees		12,000
	Refurbish kitchen cabinets	40 units	20,000			
	Replace counter tops	40 units	10,000			
	Replace lavatories	9 units	2,700			
	Replace commodes	15 units	2,250			
	Replace sinks & faucets	5 units	1,000			
	Sam Estess Estates 58-008					
	Replace lavatories	8 units	2,400			
	Replace commodes	15 units	2,250			
	Replace commodes	15 units	2,250			

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : 2003 FFY Grant: PHA FY: 10/02 – 9/03			Activities for Year: 2004 FFY Grant: PHA FY: 10/03 – 9/04		
	Description	Quantity	Amount	Description	Quantity	Amount
	Replace sinks & faucets	5 units	1,000			
	Ridgewood Estates 58-011					
	Replace lavatories	2 units	600			
	Replace commodes	6 units	900			
	Replace sinks & faucets	2 units	400			
	Charlie Patton Estates 58- 015					
	Replace lavatories	3 units	900			
	Replace commodes	7 units	1,050			
	Replace sinks & faucets	4 units	800			
	Sugarhill/Hermanville 58- 016					
	Community Bldg. Addition	1 addition	75,000			
	A & E Fees		10,000			
	Replace lavatories	3 units	900			
	Replace commodes	7 units	1,050			
	Replace sinks & faucets	4 units	800			

# Capital Fund Program Five-Year Action Plan

## Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : 2005 FFY Grant: PHA FY: 10/04 –9/05			Activities for Year: 2006 FFY Grant: PHA FY: 10/05 – 9/06		
	Description	Quantity	Amount	Description	Quantity	Amount
See	PHA WIDE			PHA WIDE		
Annual	Operations		28,389	Operations		18,000
Statement	Management Improvements		40,000	Management Improvements		8,395
	Non-dwelling Equipment	1 Truck	23,000	Administration		10,000
	Administration		10,000	Maintenance tools		6,000
	Payton Gardens 58-006			Payton Gardens 58-006		
	Replace Floor Tile	21 units	64,051	Replace floor tile	10 units	31,610
	Refrigerators & Stoves	40 units	26,000	Install Flume	2 units	1,250
				Replace interior doors	25 units	1,875
				Playground Equipment		
				Paint interior	20 units	28,000
	Sam Estess Estates 58-008			Sam Estess Estates 58-008		
	Refrigerators & Stoves	40 units	26,000	Replace cabinets & countertops	10 units	28,000
	Replace water heaters	40 units	18,600	Install Flume	2 units	1,250
				Replace interior doors	25 units	1,875
				Paint interior	20 units	28,000
				Playground Equipment		20,000
				Replace heater condensing units	5 units	6,500
	Ridgewood Estates 58-011			Ridgewood Estates 58-011		
	Refrigerators & Stoves	17 units	11,050	Replace cabinets & countertops	5 unit	14,000
	Replace water heaters	17 units	7,905	Replace interior doors	7 units	525
				Paint interior	6 units	8,400
				Replace heater condensing units	3 units	3,900

## Capital Fund Program Five-Year Action Plan

### Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : 2005 FFY Grant: PHA FY: 10/04 –9/05			Activities for Year: 2006 FFY Grant: PHA FY: 10/05 – 9/06		
	Charlie Patton Estates 58-015			Charlie Patton Estates 58-015		
				Paint interior	8 units	11,200
				Replace heater condensing units	3 units	3,900
	Refrigerators & Stoves	19 units	12,350	Replace cabinets & countertops	5 units	14,000
	Replace water heaters	19 units	8,835	Install Flume	4 units	2,500
				Replace interior doors	9 units	675
				Playground		20,000
	Sugarhill/Hermanville 58-016			Sugarhill/Hermanville 58-016		
				Paint interior	7 units	9,800
				Replace heater condensing units	4 units	4,200
	Refrigerators & Stoves	20 units	13,000	Replace cabinets & countertops	5 units	14,000
	Replace water heaters	20 units	9,300	Replace interior doors	9 units	675

# 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 \$33,414.00**

**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 Mississippi Regional Housing Authority No. VI PHDEP program will focus on security and summer programs. Residents are being provided drug prevention programs and training. The main initiative is to target program activities toward at-risk youth and adults.

**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)
MS058006 Payton Garden Apartments	40	140
MS058008 Sam Estess Estates	40	148
MS0580016 Hermanville/Sugarhill Estates	19	67

**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 “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996					
FY 1997	68,000	MS26DEP0580197	-0-	6/30/01	Completed
FY 1998	50,000	MS26DEP0580198	-0-	None	Completed
FY 1999	29,912	MS26DEP0580199	21,709.47	None	12-31-01

## 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.

**Our long-term goal is to reduce drugs and crimes through resident involvement, security and drug prevention programs. The expected outcomes are to decrease crime, drugs and drug-related activities by 20% the first year, 50% the second year, 80% the third year and 90% the fourth year. We have involved the total community as partners including the schools, churches, community college, law enforcement and local government. We have hired a consultant to evaluate our programs for performance measures and resident satisfaction.**

### 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	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	16,707
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	16,707
<b>TOTAL PHDEP FUNDING</b>	<b>33,414</b>

### C. PHDEP Plan Goals and Activities

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

<b>9110 – Reimbursement of Law Enforcement</b>						<b>Total PHDEP Funding:</b>	
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.							

<b>9120 - Security Personnel</b>						<b>Total PHDEP Funding:</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
To provide highly visible security within the developments.							
A substantial decrease in drugs and criminal activity.							
1.							
2.							
3.							

<b>9130 - Employment of Investigators</b>						<b>Total PHDEP Funding: \$</b>	
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.							

<b>9140 - Voluntary Tenant Patrol</b>					<b>Total PHDEP Funding: \$</b>		
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.							

<b>9150 - Physical Improvements</b>					<b>Total PHDEP Funding:</b>		
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.							

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$16,707</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Afterschool/Recreation/Cultural/Enrichment Program	125	125	10/01/2001	09/30/2002	\$5,569		Improve self-esteem, team building, reduce drugs and crimes use and decrease malicious activities.
2. Adult Education and Training Program	80	80	10/01/2001	09/30/2002	\$5,569		
3. Drug Awareness Seminars and Workshops	125	125	01/01/2001	09/30/2002	\$5,569		

<b>9170 - Drug Intervention</b>					<b>Total PHDEP Funding: \$</b>		
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.							

<b>9180 - Drug Treatment</b>					<b>Total PHDEP Funding: \$</b>		
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.							

<b>9190 - Other Program Costs</b>					<b>Total PHDEP Funds: \$16,707</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Coordinator			10/01	09/02	16,707		Accurate account of program activities
2.							
3.							

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

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

<b>Budget Line Item #</b>	<b>25% Expenditure of Total Grant Funds By Activity #</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160	Activities 1,2,3	\$16,174	Activities 1,2,3	\$16,707
9170				
9180				
9190	Activity 1	\$15,000	Activity 1	\$16,707
<b>TOTAL</b>				\$33,414

### **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.”

## MISSISSIPPI REGIONAL HOUSING AUTHORITY NO. VI

### SUBSTANTIAL DEVIATION POLICY

The Mississippi Regional Housing Authority No. VI recognizes the need for public notification for items contained within the 5-Year and Annual Plans. The Authority shall make proper notification for any Substantial Deviations from these plans as required under law, unless such has been made to comply with U.S. Department of Housing and Urban Development requirements.

This Authority defines a Substantial Deviations as any:

- Change to rent or admissions policies or organization of the waiting list;
- Addition of non-emergency work items not currently included in the Annual Statement or the 5-Year Action Plan;
- Change in use of replacement reserve funds under the Capital Fund;
- Addition of new activities not included in any current PHDEP Plan;
- Changes with regard to demolition or disposition, designation, homeownership programs or conversion activities.

This policy becomes effective immediately upon adoption by the Board of Commissioners of the Mississippi Regional Housing Authority No. VI.

Adopted by the Board of Commissioners of the Mississippi Regional Housing Authority No. VI on June 21, 2000 by Resolution Number 2000-71.

## **ATTACHMENT F**

### **STATEMENT OF PROGRESS IN MEETING 5-YEAR PLAN MISSION GOALS**

The mission and goal of the Mississippi Regional Housing Authority No. VI (MRHA VI) for the prior year was to expand the supply of assisted housing through the tax credit programs in a large part was not achieved. Due to four changes in the Executive Director's office, in the last fifteen (15) months, the Authority was not able to finalize the Copiah Cove tax credit program. However, the Authority is seeking and has made partnerships with several developers in our jurisdiction, which will enable us to move more quickly with future tax credit programs.

Through a recent review by HUD, several key management weaknesses have been highlighted and we will be addressing these issues. We have applied for additional housing vouchers and continue to have near 100% in Public Housing.

MRHA VI established a Section 8 Homeownership demonstration and has one participant's Mortgage Assistance Payment reduced to zero through income increases.

## **ATTACHMENT G**

### **SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT**

The Mississippi Regional Housing Authority No. VI (MRHA VI) has established a minimum homeowner downpayment requirement of three percent (3%) and requiring at least one percent (1%) from the family's resources.

## **ATTACHMENT H**

### **MEMBERSHIP OF RESIDENT ADVISORY COUNCIL**

#### **SAM ESTESS ESTATES**

Floyd Taylor  
Angela Anderson  
Brenda Kelly  
Gloria Cain  
Bennie Small  
Diane Caldwell

#### **PAYTON GARDEN APARTMENTS**

Tina McNair  
Sheletha Taylor  
Keshia Harvey  
Debbie Stovall  
Vekida Harvey

#### **RIDGEWOOD ESTATES**

Alice Boddy  
Tina Richardson  
Catherine Green

#### **CHARLEY PATTON ESTATES**

Gwen German  
Dinah Phillips  
Mittie Smith  
Chalonda Mosley  
Carolyn Webster

#### **SUGARHILL/HERMANVILLE ESTATES**

Madie Epps  
Tonia Dotson  
Barbara T. Epps  
Judy Whitehead  
Angela Former

## **ATTACHMENT H**

### SECTION 8

Pamela Mack  
Patricia Cox  
Virginia Eaton  
Wanda Melvin

## **MISSISSIPPI REGIONAL HOUSING AUTHORITY NO. VI**

### **COMMUNITY SERVICE AND FAMILY SELF-SUFFICIENCY**

In compliance with House Resolution 4194 section 512, the MRHA No. VI has established a Community Service and Family Self-Sufficiency Policy as guidance and as part of the Admission and Continued Occupancy and Tenant Selection procedures as well as the Dwelling Lease.

Except as excluded under the law, each adult resident of Public Housing shall with prior written application and approval contribute in one of the following three activities::

- 1) Contribute at least 8 hours per month of community service (not including political activities) within the community in which that adult resides;
- 2) Participate in an economic self-sufficiency program which guarantees a minimum of 8 hours of self-sufficiency per month;
- 3) Provide any necessary evidence as required by MRHA No. VI to demonstrate that the program is credible and meets the requirements under the governing laws.

#### **CURRENTLY ACCEPTED SELF SUFFICIENCY / COMMUNITY SERVICE ACTIVITIES:**

- 1) Employment as defined by 42 U.S.C. 607(d) & Title IV, Section 407 of the Social Security Act;
- 2) Full-time enrollment in a Vocational program, Community College or University accredited under the State of Mississippi, The Southern Association of Schools and Colleges or pre-approved by the MRHA No. VI;
- 3) Active participation in the United States Army Reserve, National Guard or other branch of military reserve service;
- 4) Active enrollment and participation in a pre-approved Job Corps school-to-work program;
- 5) Enrollment and active participation in a TANF, Employment in Training, or other MRHA No. VI approved program administered by the Department of Human Services;

#### **EXEMPTIONS:**

The MRHA No. VI will exempt certain individuals of families from participation under the Community Service and Family Self-Sufficiency Requirements provided that the individual is:

- 1) 62 years of age or older
- 2) A blind or disabled individual, as defined under 42 U.S.C. 416(i)(1); 1382c, and unable to comply with this section, or a primary caretaker of such individual;
- 3) Engaged in a work activity as defined by 42 U.S.C. 607(d), as in effect on and after July 1, 1997
- 4) Exempt under existing requirements from having to engage in a work activity under the State program funded under part A of Title IV of the Social Security Act or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program; or
- 5) In a family receiving assistance under a State program funded under part A of Title IV of the Social Security Act or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such program.

#### ANNUAL DETERMINATION:

The MRHA No. VI shall annually review and determine the participation or exemption of the residents at least 30 days before the end of each lease period. If the MRHA No. VI has determined that the resident has not complied with the requirements the MRHA No. VI shall:

- 1) Notify the resident of the noncompliance;
- 2) Notify the resident that the determination of noncompliance is subject to the administrative grievance procedure under the MRHA No. VI policy;
- 3) Notify the resident that unless the resident enters into a written agreement with the MRHA No. VI for participation in an economic self-sufficiency /community service program as many additional hours as the resident needs to comply in the aggregate with such requirements over the 12-month lease term, the MRHA No. VI will not renew or extend the lease upon expiration of the lease term and shall take such action as is necessary to terminate the tenancy of the household.

#### INELIGIBILITY OF OCCUPANCY FOR NONCOMPLIANCE:

The MRHA No. VI will not renew or extend any lease, or provide any new lease, for a dwelling unit in public housing for any household that includes an adult member who was subject to and failed to comply with the requirements set forth in this policy.

#### PROGRAM AVAILABILITY:

Each eligible member must present in writing their need to participate in a Community Service or Economic Self-Sufficiency program and have the prior written approval of the MRHA No. VI before the participation can be acknowledged.

#### INCOME CHANGES RESULTING FROM WELFARE PROGRAM REQUIREMENTS:

If the welfare or public assistance benefits of a covered family are reduced under a Federal, State, or local law regarding such an assistance program because of any failure of any member of the family to comply with the conditions under the assistance program requiring participation in an economic self-sufficiency program or imposing a work activities requirement, the amount required to be paid by the family as a monthly contribution toward rent may not be decreased, during the period of the reduction, as a result of any decrease in the income of the family. The reduction of benefits from an expiration of lifetime limit for a family receiving welfare or public assistance benefits shall not be considered to be a failure to comply with the conditions under the assistance program with the conditions under the assistance program requiring participation in an economic self-sufficiency program or imposing a work activities requirement.

#### FRAUD:

If the welfare or public assistance benefits of a covered family are reduced because of an act of fraud by a member of the family under the law or program, the amount required to be paid by the covered family as a monthly contribution toward rent may not be decreased, during the period of the reduction.

This policy becomes effective immediately upon adoption by the Board of Commissioners of the Mississippi Regional Housing Authority No. VI

Adopted by the Board of Commissioners of the Mississippi Regional Housing Authority No. VI on

June 21, 2000 by Resolution Number 2000-71

# CIAP Budget / Progress Report

## Part I: Summary

Comprehensive Improvement Assistance Program (CIAP)

U. S. Department of Housing

and Urban Development

Office of Public and Indian Housing

HA Name

Modernization Project Nur

### MISSISSIPPI REGIONAL HOUSING AUTHORITY NO. VI

Original CIAP Budget   
  Revised CIAP Budget / Revision Number   
 \_\_\_\_\_  Progress Report for Period Ending

Line No.	Summary by Development Account	Totals Funds Approved	
		Original	Revised
1	Total Non-CIAP Funds		
2	1406 Operations (may not exceed 10% of line 16)	60,629	
3	1408 Management Improvements		
4	1410 Administration		
5	1415 Liquidated Damages		
6	1430 Fees and Costs		
7	1440 Site Acquisition		
8	1450 Site Improvement	63,000	
9	1460 Dwelling Structures	111,119	
10	1465.1 Dwelling Equipment - Nonexpendable	18,500	
11	1470 Nondwelling Structures	4,500	
12	1475 Nondwelling Equipment	36,000	
13	1485 Demolition		
14	1495.1 Relocation Cost		
15	1498 Mod Used for Development		
16	<b>Amount of CIAP Grant</b> (Sum of lines 2 - 14)	<b>293,748</b>	
17	Amount of line 16 Related to LBP Activities		
18	Amount of line 16 Related to Security		
19	Amount of line 16 Related to Section 504 Compliance		
20	Amount of line 16 related to Energy Conversation Measures		

Signature of Executive Director

**John K. Murphy, Interim Director**

Date (mm/dd/yyyy)

**HUD Certification:** In approving this bud  
I hereby certify that the assistance will not  
taking into account assistance from other (

Signature of Director, Office of Public Housing / ONAP Administrator







# CIAP Budget / Progress Report

## Part II: Supporting Pages

Comprehensive Improvement Assistance Program (CIAP)

U. S. Department of Housing

and Urban Development

Office of Public and Indian Housing

Development Number	Description of Work Items	Development Account Number	Funds Approved	
			Original	Revised
HA - wide	Operations	1406	60,629	
HA - wide	Management Improvements: - Computer Equipment - Computer Software	1408	-	
016	Playground Equipment	1450	60,000	
006	Sidewalks @ 4.00 sq. ft. x 900 sq. ft.	1450	3,000	
			<b>63,000</b>	
016	Screen Doors	1460	3,700	
HA - wide	Escape Windows	1460	1,300	
006	Soffit on Eaves and Front of Building	1460	10,000	
006	Repair cracks in ceilings on all units @ 0.60 sq. ft. x 1,053 ft.	1460	11,119	
HA - wide	Paint - Exterior	1460	25,000	
HA - wide	Paint - Interior (50 units @ \$1,200 per unit)	1460	60,000	
			<b>111,119</b>	
008	Replace stoves @ 215.00 ech. X 43	1465.1	8,200	
011	Replace stoves @ 215.00 ech. X 20	1465.1	3,485	
006	Replace hot water heaters	1465.1	3,815	
006	Replace vent hoods (42)	1465.1	1,500	
006	Replace hot water heater overflow pans (40)	1465.1	1,500	
			<b>18,500</b>	
HA - wide	Nondwelling Structures	1470	4,500	
HA - wide	Nondwelling Equipment	1475	36,000	
	<b>GRAND TOTALS</b>		<b>293,748</b>	-

Difference	Funds Obligated	Funds Expended
	4,050.00	
	869.80	869.80
	<b>4,919.80</b>	<b>869.80</b>
	1,300.00	
	<b>1,300.00</b>	-
	-	-
	8,400.00	
-	<b>14,619.80</b>	<b>869.80</b>

form HUD-52825 (10 / 96)  
ref Handbook 7485.1