

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

---

# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2001

HOUSING AUTHORITY OF THE CITY OF  
LONG BRANCH, NEW JERSEY

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

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the City of Long Branch, New Jersey

**PHA Number:** NJ008

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

**Public Access to Information**

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

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

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

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

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

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

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

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

**A. Mission**

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

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

X The PHA's mission is: (state mission here)

The mission of the Long Branch Housing Authority is to provide safe, decent, attractive, accessible and affordable housing for eligible families and to provide economic development opportunities to improve the quality of life. The Long Branch Housing Authority will also establish and maintain partnerships with residents and public and private entities to this end. The Long Branch Housing Authority is committed to operate in a cost-efficient, ethical and professional manner.

**B. Goals**

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

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

PHA Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

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

- PHA Goal: Increase assisted housing choices

Objectives:

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

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

- PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

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

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

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

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

Goal 1: Achieve financial security.

Objective 1.1: Increase operating income by at least the rate of inflation each year.

- 1.1.1: Increase receipt of non-Federal operating income.
- 1.1.2: Increase receipt of rental income.
- 1.1.3: Secure grants and in-kind services.

Objective 1.2: Control real non-utility expenses to be less than the established justifiable spending levels adjusted by the annual rate of inflation while maintaining a consistent level of service.

- 1.2.1: Establish justifiable spending levels.

Goal 2: Rehabilitate existing housing.

Objective 2.1: Improve marketability of developments by 6/30/01.

Objective 2.2: Complete physical needs assessment by 9/30/01.

Goal 3: Establish appropriate security.

Objective 3.1: Monitor interest of residents in establishing resident-based internal security monitoring at high-rise elderly buildings.

Objective 3.2: Monitor need for and interest of residents in establishing Tenant patrol programs at family sites especially in developing response to any special crime situation or to an overall increase in crime.

Objective 3.3: Decrease and/or eliminate drug offenses at a rate not less than the overall decrease in similar crimes in the City of Long Branch each year.

Goal 4: Develop an asset management plan.

Objective 4.1: Investigate alternative uses for properties by 7/2003.

Objective 4.2: Assess long-term market for low-income housing by 7/2003.

Objective 4.3: Conduct on-going review of maintenance policies with emphasis on

4.3.1: Staff training

4.3.2: Inspections

4.3.3: Material quality

Objective 4.4: Initiate physical needs assessment by 7/31/01.

Objective 4.5: Investigate alternative ownership/management options by 12/2003.

4.5.1: Survey residents by 12/31/02 or as appropriate in conjunction with development proposals.

Goal 5: Upgrade/rewrite/create all LBHA policies.

Objective 5.1: Provide resident training for input into policy formation by 9/30/00.

5.1.1: Provide resident training for input into managerial issues in conjunction with Goal 8 by 7/31/01.

Objective 5.2: Continue review of existing policies with resident input and advice of Legal Counsel through 7/31/02. Review and revise "Community Service" and "Pet Ownership" policies with resident input.

- Objective 5.3: Establish new policies regarding
  - 5.3.1: vehicle parking by 12/31/01.
  - 5.3.2: flat rents by 12/31/01.

Objective 5.4: Revise procurement policy to conform to recent NJ regulatory changes by 12/31/01.

Objective 5.5: Revise personnel policy incrementally by 7/31/02.

Goal 6: Organize residents.

- Objective 6.1: Continue to strengthen resident association at each site.
  - 6.1.1: Develop election procedure including resident notification by 8/2000.
  - 6.1.2: Hold elections by 10/2000.
    - 6.1.2.1: Hold elections at Woodrow Wilson and Kennedy Towers by 7/2001.

Objective 6.2: Continue to assist in resident organization development through 7/31/02.

Objective 6.3: Complete incorporating resident associations as required as section 501 (C)(3) entities by 7/31/02.

Objective 6.4: Develop a resident travel policy by 6/02.

Objective 6.5: Develop an organization of Section 8 residents to provide input and information regarding LBHA policy and private sector owners by 6/02.

Objective 6.6: Develop a newsletter with Section 8 residents to provide information by 6/02.

Objective 6.7: Explore the possibility of a Section 8 homeownership program by 6/02.

Goal 7: Revitalize distressed developments.

Objective 7.1: Develop a plan to obtain the significant funding necessary to rebuild or replace existing obsolete developments through HUD's

HOPE VI Program.

Objective 7.2: Conduct physical needs assessment by 9/30/01.

Objective 7.3: Retain consultant to provide advisory services for Board and staff regarding availability of proper funding and required elements to assist in decision making regarding development options including construction of mixed income developments, demolition and homeownership opportunities by 6/30/01.

Objective 7.4: Decide which development option to pursue and secure agreement and assistance of resident organizations by 9/30/01.

Objective 7.5: Secure concurrence and active support of City of Long Branch redevelopment organizations by 9/30/01.

Objective 7.6: Prepare HOPE VI or other appropriate application for funding/revitalization by 1/31/02.

Goal 8: Improve the delivery of service including recreation for seniors and improve management of all existing developments by making site management more accessible and responsive to need for improvements.

Objective 8.1: Appoint Housing Managers and designate staff for family and elderly developments by 9/30/01.

Objective 8.2: Assess and monitor performance of in-place management staff at senior developments by 7/31/02.

Objective 8.3: Provide training including PHM Certification for all involved staff by 9/30/01.

Objective 8.4: Establish regular exchange of information between site managers

and resident organizations designating the site managers as the principal point of contact for all residents.

Objective 8.5: Revamp the LBHA computer system to provide reliable management information and to satisfy the ever-increasing requests for electronic data by HUD by 12/2001.

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

**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	
ii. Table of Contents	
1. Housing Needs	5
2. Financial Resources	11
3. Policies on Eligibility, Selection and Admissions	12
4. Rent Determination Policies	21
5. Operations and Management Policies	26
6. Grievance Procedures	27
7. Capital Improvement Needs	28
8. Demolition and Disposition	30
9. Designation of Housing	31
10. Conversions of Public Housing	32
11. Homeownership	33
12. Community Service Programs	
35	

13. Crime and Safety	38
14. Pets (Inactive for January 1 PHAs)	40
15. Civil Rights Certifications (included with PHA Plan Certifications)	40
16. Audit	40
17. Asset Management	41
18. Other Information	41

**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:**

- X Admissions Policy for Deconcentration: NJ008a01
- X FY 2001 Capital Fund Program Annual Statement: NJ008b01
- 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
- X FY 2001 Capital Fund Program 5 Year Action Plan: NJ008c01
- X Public Housing Drug Elimination Program (PHDEP) Plan: NJ008d01
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- X Other (List below, providing each attachment name):
  - NJ008e01: Pet Policy
  - NJ008f01: Implementation of Public Housing Resident Community Service Requirements
  - NJ008g01: Resident Membership of the PHA Governing Board
  - NJ008h01: Membership of the Resident Advisory Board
  - NJ008i01: Progress Report
  - NJ008j01: Capital Fund Program Tables
  - NJ008k01: RASS Deficiencies Action Plan

**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

<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	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
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
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 eradication of pest infestation (including cockroach infestation)	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>
X	Public housing grievance procedures ✓ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ✓ 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
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
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
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,183	5	5	5	N/A	1	N/A
Income >30% but <=50% of AMI	828	5	5	5	N/A	1	N/A
Income >50% but <80% of AMI	816	4	5	5	N/A	1	N/A
Elderly	861	N/A	N/A	4	N/A	N/A	N/A
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
White Non-Hispanic	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Black Non-Hispanic	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1,015		30
Extremely low income <=30% AMI	905	89%	
Very low income (>30% but <=50% AMI)	110	11%	
Low income (>50% but <80% AMI)	2	.002%	
Families with children	718	71%	
Elderly families	80	8%	
Families with Disabilities	217	21%	
Black/Non-Hispanic	476	47%	
White/Hispanic	164	16%	
White/Non-Hispanic	246	24%	
Asian American	16	.02%	
Native American	4	.004%	
Characteristics by Bedroom Size (Public Housing Only)			

<b>Housing Needs of Families on the Waiting List</b>			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	767		82
Extremely low income <=30% AMI	646	84%	
Very low income (>30% but <=50% AMI)	95	12%	
Low income (>50% but <80% AMI)	26	3%	
Families with children	589	77%	
Elderly families	76	10%	
Families with Disabilities	102	13%	
Black/Non-Hispanic	415	54%	
White/Hispanic	128	17%	

<b>Housing Needs of Families on the Waiting List</b>			
White/Non-Hispanic	214	28%	
Asian American	4	1%	
Native American	6	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	181	24%	50
2 BR	343	45%	25
3 BR	151	20%	6
4 BR	92	12%	1
5 BR	0	0	0
5+ BR	0	0	0
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### **C. Strategy for Addressing Needs**

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

#### **(1) Strategies**

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

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

Select all that apply

- X    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
- X    Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA’s selection of the strategies it will pursue:

- X Funding constraints
- X Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	\$1,821,402.	
b) Public Housing Capital Fund	1,601,316.	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,784,000.	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	147,390.	
g) Resident Opportunity and Self-Sufficiency Grants	0	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
h) Community Development Block Grant	10,000.	Resident training
i) HOME	0	
Other Federal Grants (list below)	0	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
	1,860,831.	Support PH management
<b>4. Other income (list below)</b>		
Miscellaneous income	73,400.	Support PH management
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$9,298,337.</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

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

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

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

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

- When families are within a certain number of being offered a unit: twenty
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

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

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

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

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

**(2)Waiting List Organization**

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

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

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

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

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

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

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

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
  - Two
  - X Three or More
- b. X 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 X 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)
- X 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.

1 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)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- 1 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
- X 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)

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

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

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

#### **(6) Deconcentration and Income Mixing**

(See attachment nj008a01 in lieu of this section.)

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

Adoption of site-based waiting lists  
If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts  
 List (any applicable) developments below:

## B. Section 8

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

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- X Criminal or drug-related activity only to the extent required by law or regulation  
 Criminal and drug-related activity, more extensively than required by law or regulation  
 More general screening than criminal and drug-related activity (list factors below)  
 Other (list below)

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

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

d.  Yes X 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  
X Other (describe below): Current and former address and name of current and former landlord.

**(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)

- X 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)

- X PHA main administrative office
- Other (list below)

**(3) Search Time**

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

If yes, state circumstances below: In cases where difficulty in finding a unit, especially an accessible unit, is encountered.

**(4) Admissions Preferences**

a. Income targeting

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

- 1 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
- X 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
- X 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)

- X 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?

- X Through published notices
- Other (list below)

**4. PHA Rent Determination Policies**

## A. Public Housing

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

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

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

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

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

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)
- If yes, state percentage/s and circumstances below:

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

**B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to**

**the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

b.  Yes X 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.
- X A brief description of the management structure and organization of the PHA follows:

The housing authority operates under the day-to-day direction of the Executive Director. The Executive Director is responsible to a seven-member Board of Commissioners appointed according to State law.

The housing authority staff is organized into five functional units, the Directors of which report to the Executive Director: Accounting, Modernization, Management (both public housing and Section 8), Drug Elimination and Operations (maintenance).

**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	643	82
Section 8 Vouchers	430	30

Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	643	60
Other Federal Programs(list individually)		
Family Self Sufficiency	47	3

### **C. Management and Maintenance Policies**

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

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

- Admissions and Continued Occupancy Policy
- Grievance procedure
- Resident Initiative Policy
- Resident Lease
- Personnel Policy
- Travel Policy
- Comprehensive Grant Policy
- Risk Control Workplan
- Maintenance Plan
- Pet Policy
- Community Service Policy

(2) Section 8 Management: (list below)

Administrative Plan

### **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office  
 PHA development management offices  
 Other (list below)

### **B. Section 8 Tenant-Based Assistance**

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

**(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) NJ008b01

-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 (state name) NJ008c01

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

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

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Chester Arthur Apartments
1b. Development (project) number:	NJ8-7
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	01/06/01
5. Number of units affected:	0
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: June 1, 2001 b. Projected end date of activity: December 31, 2001

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

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

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

<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 <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

Yes  No: 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)

<p>3. Application status: (select one)</p> <p><input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input type="checkbox"/> Planned application</p>
<p>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)</p>
<p>5. Number of units affected:</p> <p>6. Coverage of action: (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

## B. Section 8 Tenant Based Assistance

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

### 2. Program Description:

#### a. Size of Program

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

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

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

#### b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (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:

X 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? 06/11/00

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

- X Client referrals
- X 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
- X Public housing admissions policies
- X 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

X 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)
Employment training for home health aide, child care and sales clerk	6	volunteer	PHA main office	both
LBHA substance abuse treatment training	40	referral	Long Branch Alcohol and Substance Abuse program	both

**(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: 02/01/01)
Public Housing		
Section 8	45	45

- 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)
- X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - X Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - X 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)

<b>D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937</b>
--

### **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)
- X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
  - X 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)

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

Grant Court, Garfield Court, Seaview Manor and Woodrow Wilson  
Apartments

**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)

See A.2.

**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)

- X Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
  - X 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)
  - X Police regularly testify in and otherwise support eviction cases
  - X Police regularly meet with the PHA management and residents
  - X 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)

See A.2.

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

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

- X Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- X Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- X Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: NJ008d01)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1. X 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. X Yes  No: Was the most recent fiscal audit submitted to HUD?
3. Yes X 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? 9
5. Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes X No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1. X 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)
- X Provided below:

**RESIDENT ADVISORY BOARD  
COMMENTS TO THE 5 YEAR & ANNUAL PLAN**

**5 YEAR PLAN COMMENTS**

Goal 5: Upgrade/rewrite/create all LBHA policies.

Comment:

5.3 Establishing new policies regarding 5.3.2 flat rents: Resident Advisory Board will have further discussion about the flat rent.

LBHA response:

No change in plan required and LBHA will have discussions with resident organizations regarding development and implementation of flat rent policy.

Comment:

Add an objective 5.3.3: Policy regarding retaliation and reporting grievances. (i.e. Attorney K. Kennedy's on March 12, 2001).

LBHA response:

LBHA concurs and will adopt the text of Mr. Kennedy's letter as part of its occupancy and personnel policies.

Goal 6: Organize Residents

Comment:

Add an objective 6.1.2.1: Hold elections at Woodrow Wilson and Kennedy Towers Developments by July 2001. The RAB recommends the use of State procedures on holding tenant elections and (24 CFR Part 45), to establish election guidelines.

LBHA response:

LBHA concurs and will hold elections as soon as feasible, although we are unaware of State procedures regarding resident elections. 24 CFR part 964 will be used to establish election guidelines. A deadline of September 15<sup>th</sup> will be set to ensure maximum participation by residents. LBHA will begin

implementing election procedures immediately and hopes to be completed by July 2001.

Comment:

The following objectives are to be added to Objective 6.

- 6.4 Develop a resident travel policy by 12/01.
- 6.5 Develop an organization of Section 8 residents; to provide input and information regarding L.B.H.A. policy and private sector owners.
- 6.6 Develop a newsletter with Section 8 residents to provide information.
- 6.7 Explore the possibility of a Section 8 homeownership program.

LBHA response:

LBHA concurs with the above recommendations and will include them as part of its plan. Deadlines will be listed as 6/2002 but LBHA will implement these planning objectives as soon as feasible.

Comment:

The following objective 6.8 should be added to the plan: Establish the responsibility of the RAB distinguishing its duties from the site resident association.

LBHA response:

LBHA concurs with the need to accomplish this task but believes, in a sense of the need for independence of the RAB, that the issue must be resolved internally by the RAB and therefore is not properly the responsibility of the LBHA. LBHA will provide technical assistance and advice to the extent requested. This item will therefore not be included in the plan.

Goal 8: Improve the delivery of service and management of all existing developments by making site management more accessible and responsive to need for improvements.

ADD

Comment:

Add an objective 8.6: To provide more recreation for seniors. Get detailed lists from resident associations.

LBHA response:

LBHA agrees that recreation for seniors is a priority and will amend the appropriate goal to include the reference.

## **5 YEAR CFP ACTION PLAN**

Comments on work items:

### **Woodrow Wilson**

- Correct drainage problem starting at the recreation building to the rent office. This is a sever problem affecting the apartments 117 – 126. Pump replacement is needed in the basement of the apartments.
- Interior window frames for supporting curtains and blinds have dry rotted and need replacement.

### **Chester Arthur**

- Certain parts of the roof need to be replaced immediately. Roof leaks in certain areas down towards the elevators.

### **Kennedy Towers**

- Installation of air conditioner sleeves, discussion on action plan and procedures.
- Painting the elevators – inside and outside.
- Window caulking – wind blows through the windows to much, especially in the winter.

### **Seaview Manor**

- Interior window frames for supporting curtains and blinds have dry rotted and need replacement.
- Door replacement or covering – to much space between the door and floor. Easy access for air and insects.

## Garfield Court

- Recommend inspection of roofs due to defective materials. Consider repairing these areas.
- Kitchen cabinets need to be considered a priority for Garfield Court. Quality of cabinets and flooring not holding up; need to seek better quality products.
- Recommend cement or hard surface in part of large grass area for children to play different sports. ( roller blade, skating etc. ) children are now using parking/street areas for these activities.
- Recommend Housing along with resident association plan to build a community room.
- Repair footing ledges of door entrances, wood now exists on some. The brick footings are up much better.

LBHA response:

LBHA believes that these items are specific items, some of which will be included in the LBHA Capital fund plan. The items which are of a repair or emergency nature (e.g. roof leaks) are currently being addressed. The balance of the requested items will be part of a more specific plan to be developed in conjunction with resident organizations for each site. Since including the items is dependent upon discussions with the resident organizations and technical staff which have not occurred LBHA will not adjust its plan at this time. Such adjustments will be made in the future if needed.

## ANNUAL PLAN COMMENTS

Comment:

Section 7.B Hope VI

Resident Advisory Board will have serious discussion about Hope VI while considering the consolidated city plan.

LBHA response: No response required.

Comment:

Section 12

RAB recommends/supports the community service and pet policies. RAB encourages the administration to proceed to the full extent of these policies.

LBHA response: No response required. LBHA notes however that both policies were developed with extensive consultation with resident organizations.

Comment:

Section 13

RAB recommends the HA to seek crime prevention through environmental design. Also consistent communication and resolution with police, residents and staff on patrolling and community policing.

LBHA response: LBHA concurs and will seek additional funding through PHDEP to utilize environmental design principles.

Comment:

Section 18b

RAB recommends its involvement in the appointment of resident commissioners. RAB seeks the following information: a written description of the process, notification of seat opening, wishes to discuss with current administration different ways to elect resident commissioners.

LBHA response: LBHA recommends and will assist residents in advising appointing authorities of their need for involvement in the appointing process for commissioners.

### **GENERAL COMMENTS OF OVERALL PLANS**

Comment:

- Language and details of the 5 Year Action Plan needs to be more specific for resident review.

- RAB recommends that the Annual and 5 Year plan progress reports be submitted for review for a timely evaluation.

LBHA response:

LBHA will continue to improve its procedures for policy and issue review with the resident organizations.

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: several goals and objectives were changed as a result of resident comments.
- Other: (list below)

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)
- b. Eligible candidates: (select one)
- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)
- c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (provide name here): City of Long Branch, New Jersey.

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.
- X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

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

- 1. the City will provide job training for public housing residents.
- 2. sidewalk, street and parking improvements are planned in areas adjacent to public housing.
- 3. hot meals are provided to elderly public housing residents.

**D. Other Information Required by HUD**

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

**19. Definition of “Substantial Deviation” and “Significant Amendment or Modification: [903.7 (r)]:**

A “substantial deviation” in the Five-Year Plan is defined as any change in the mission statement or any change in the definitions of the goals and objectives.

A “significant amendment or modification” in the Annual Plan is defined as: (a) changes to rent or admission policies or the organization of the waiting list, (b) additions of non-emergency work items or a change in the use of replacement reserve funds under the Capital Fund, (c) additions of new activities in the PHDEP plan, and (d) any change with regard to demolition, disposition, designation, homeownership or conversion activities.

A change required as a result of changes to HUD regulations will not be considered to be “significant amendment or modification”.

## Attachments

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

### **Attachment NJ008a01 Admissions Policy for Deconcentration**

**Component 3, (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 the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>

### **Attachment NJ008e01 Pet Policy**

Residents of the Long Branch Housing Authority (LBHA) have the right to own common household pets subject to the reasonable requirements of the LBHA. Among those reasonable requirements are that the pet be registered with the LBHA.

Registration includes:

- having the pet licensed and inoculated.
- the resident has entered into a Pet Agreement with the LBHA.

The Pet Policy limits the kind of pet, the number and weight of the pet(s) and mandates a pet deposit of \$50.00. The policy also limits the behavior of the pet and the conditions for the removal of the pet from the premises of the LBHA.

**Attachment NJ008f01  
Implementation of Public Housing Resident Community  
Service Requirements**

The Long Branch Housing Authority (LBHA) will implement a community service program for non-exempt individuals in public housing using the following guidelines:

- Non-exempt individuals will be identified and briefed in writing on their community service responsibilities prior to October 1, 2001.
- A Cooperation Agreement has been entered into with the local TANF agency which allows for the exchange of information.
- Fulfillment of the individual's responsibility will be verified at the time of re-examination. Non-compliant individuals will be required to enter into an agreement to make-up all time not spent in fulfillment of service during the next twelve-month period following re-examination.
- The policy lists a wide variety of acceptable activities that qualify as community service.
- In all other respects, the LBHA's community service policy will operate in accordance with 24 CFR 960.600. The community service program will begin on October 1, 2001.

**Attachment NJ008g01  
Resident Membership of the PHA Governing Board**

The resident-commissioner is Janice Stathum. She was appointed by the City Council for a term of May 1, 2000 to 2005.

**Attachment NJ008h01  
Membership of the Resident Advisory Board**

The following individuals are members of the Resident Advisory Board:

Joseph Turpin	Janice Stathum	Fran Marra
Mary Cooper	Gloria Locust	Brenda Bouldin
Helene Henderson	Julia Wheeler	William Johnson
Geneva Morris	Ethel Colbert	

**Attachment NJ008i01**

## Progress Report

The following narrative details the progress made by the LBHA to achieve the objectives of the Five-Year plan during the first plan year (the year beginning 7/1/2000):

Objective 1.1 was accomplished.

Objective 1.2 was found to be unattainable due to the current need of the LBHA. This objective has been revised for the FY 2001 plan.

Objective 1.2.1 has been accomplished.

Objective 2.2 was not accomplished due to higher priority and emergency needs. The LBHA is preparing an RFP for an engineering firm to perform the work in conjunction with its FY 2001 plan and expects to be under contract for the work by July 2001.

Objectives 3.1 and 3.2 have not been accomplished. The LBHA worked with residents to encourage participation and scheduled resident training and orientation. A limited number of residents expressed interest but the large majority expressed the opinion that security was the responsibility of the LBHA and that the service should be contracted for. The LBHA will no longer attempt to establish a resident based security program unless there is a greater interest expressed by resident associations. The LBHA continues to provide information to residents and will conduct security education through the Long Branch Police Department.

Objective 3.3 has been accomplished.

Objective 4.3 is being accomplished on an on-going basis. Policies have been reviewed, changes have been made in the area of lawn care, apartment painting, snow removal, inspection of resident upkeep and recycling.

Objective 5.1 has been accomplished.

Objective 5.2 has been partially accomplished and is on-going.

Objective 5.3.1 will be completed by 9/30/01.

Objective 5.3.2 will be accomplished with the appointment of a resident commissioner, a matter presently pending before the City Council.

Objective 5.3.3 has been accomplished

Objective 5.3.4 will be accomplished by 12/31/01.

Objective 5.3.5 has been partially accomplished through inclusion in the Capital Plan. A fully approved policy will be added to the ACOP by 12/31/01.

Objectives 6.1, 6.1.1 and 6.2.1 have been accomplished.

Objective 6.1.2 is on-going.

Objective 6.3 has not been accomplished. The LBHA has been working with resident leadership to have them develop relationships with residents at all sites. This objective requires more effort on the part of the LBHA and the resident leadership.

Objective 6.4 has been accomplished at Seaview Manor and Hobart Manor. The LBHA will address other sites as needed and requested.

### **Attachment NJ008k01 RASS Deficiencies Action Plan**

The Long Branch Housing Authority (LBHA) has received and reviewed the overall results of the Resident Satisfaction Survey conducted by and the RASS score issued by the U.S. Department of Housing and Urban Development Real Estate Assessment Center. While the overall score was satisfactory, there are areas of concern, which can be addressed by LBHA. Following is a plan for FY 2001 to deal with areas of the survey in which resident answers indicate need for improvement.

#### **1. COMMUNICATION:**

The general nature of the survey question and the lack of a requirement for definitive responses make the results at least sufficient. Rather than debate LBHA, will supply statistics that the survey questions should be revised to provide much more specific information as to lack of communication with residents.

The LBHA has taken the following steps to enhance communication with residents:

- Meetings of the Board of Commissioners are now conducted at Public Housing sites. This has resulted in increased attendance by residents and therefore better communication. Meeting procedures have been developed allowing residents input on specific agenda items as well as the opportunity to raise questions and make comments on their concerns.
- The LBHA has increased the frequency of publication of its newsletter.
- LBHA has planned a series of town meetings for each development. LBHA staff from all departments will make presentations and be available for general questions and to address individual resident problems.

Following specific actions will be taken to address concerns raised in the HUD Survey regarding Utility/Maintenance shutdowns:

- The Housing Authority has reorganized the management Staff and given Site Managers more responsibilities for residents. Managers will follow up on work orders to ensure that they are properly recorded. The Management Staff will make quality control inspections of completed work orders to ensure the work was completed by the Maintenance Department. A copy of all work orders will be kept by the site managers to be checked daily for completion.
- The Management Staff have been assigned to work directly with the Maintenance Staff to correct any problems that might exist regarding outstanding work orders. The site managers have been instructed to interact with the residents and resident organizations to improve communication.
- Training will be provided to staff in customer relations and sensitivity training.
- When a shutdown involves more than one unit, the LBHA Maintenance Office will supply a written statement as to course effective, length of shutdown, and needed actions on the part of Residents. A standard form will be used.
- “Rules of your Lease” – Newly appointed Site Management Staff will conduct two seminars during the year explaining clauses of the lease. Questions falsely obtained at the seminars will be forwarded to General Counsel who will provide specific authorization answers.
- “Meetings and Events” - LBHA Management Staff will obtain a schedule of meetings from each Resident Organization and distribute it to all residents. Resident Councils will be encouraged to send flyers to each family at least one day before Resident Organization Meetings.
- “Responsive to your questions and concerns” and “Courteous and Professional” – LBHA has revised its Management Staffing to increase the availability and responsibility of staff members. There is training associated with the Management changes which will directly impact both categories.
- “Supportive of your Resident Organization” and “Involvement in Resident/Tenant Organizations” - At LBHA only one-third of residents stated that they participated in Resident Organization. We find it therefore remarkable that two-thirds of the residents “think” that LBHA is supportive of the Organizations. We do not know who other than the participating tenants think we support the organizations.

Two additional concerns are that each of any definition of “involved” and the definition of yes-no choice of response. I “sometimes” option would be helpful. We

are also not sure of what a tenant would respond if the LBHA had a disagreement with an Resident Leader – are we supportive?

LBHA would routine its efforts to assist Resident Organizations in attracting participants. We have assigned a staff member to work exclusively with Resident Organization issues.

### **SAFETY:**

LBHA will provide residents with positive crime statistics in the developments. Have police address resident organizations on a quarterly basis. Train residents on helpful safety tips in household and encourage resident patrols.

Our Senior Complexes have twenty-four hour security guards as well as surveillance cameras. The Management continues to update our list of undesirable citizens that could pose a problem to the security of our senior high-rises. Will have quarterly meetings with LBPd and Senior Residents to discuss crime and ways to combat it.

Increase police patrols in all parking lots and install surveillance cameras where budgets permitted. Keep lots clean of abandon cars and litter. Improve lighting where necessary.

LBHA will not comment on the questions under the safety category other than to state that they provide no useful information on which we can take and action. “Feeling Safe” is a condition over which LBHA does not have control.

LBHA will enhance its security communication to residents by previously factual information obtained from Long Branch Police Department to residents regarding crime at those developments. They will be done semi-annually.

LBHA will continue its no-tolerance policy under One-Strike regarding criminal conduct. We will continue to address all repeated or known lease violations in accordance with NJ Statutes providing for notices to cease. We also will continue to maintain confidentiality of individual resident activity. This will often result in resident at large not knowing the actions taken by Management in the case of lease violations.

“Crime Prevention Programs”

LBHA will have the Long Branch Police Department Community Service Officers review specific crime prevention progress with Resident Organizations and will provide whatever support is needed to develop joint resident/ police programs.

### **HOUSING DEVELOPMENT APPEARANCE**

LBHA will request that Resident Organization's form Beautification Committees. Their function will be to advise on areas needing improvement including all the areas mentioned in the survey, i.e. abandoned cars, noise, and vacant units.

LBHA will review all maintenance procedures and address any of the noted problems as needed. This will be done through staff training and resident information programs.

**SCREENING:**

There is resident screening done on every new applicant prior to being assigned an apartment. LBHA conducts a housekeeping session prior to assignment of a unit. Criminal background checks are done on all applicants. If an applicant does not meet the qualifications, they are denied admittance.

**RESIDENT BREAK RULES:**

I do not agree with this because residents do not have anyway of knowing what action has been taken against another resident, nor should they. A monthly statistical report will be provided regarding cease notice and quit notice plus any One Strike Violation.

**RESIDENT INVOLVEMENT:**

The Authority has for several years; tried to get the residents involved in Tenant Patrol and Neighborhood Watch with no success. The effort will continue by providing information to residents about programs that are available and what other Housing Authorities are doing to fight crime.

**PHA Plan  
Table Library**

**Component 7**

**Capital Fund Program Annual Statement**

**Parts I, II, and II**

**Attachment NJ008b01**

(See revised tables at attachment NJ008j01)

**Annual Statement**

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

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

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

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

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

**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

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

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

**Attachment NJ008c01  
(See revised tables at attachment NJ008j01)**

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Total estimated cost over next 5 years</b>			



# Public Housing Drug Elimination Program Plan

## Attachment NJ008d01

**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:** \$147,390.

**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 Long Branch Housing Authority 2001 PHDEP is a comprehensive, coordinated, community-wide strategy to reduce illegal drug and drug-related crimes and behavior throughout LBHA communities and includes four major activities: first is our Police Partnership designed to reduce illegal drug trafficking and trespassing and to strengthen community relations; second is our Safe Haven prevention designed to steer youth and families away from negative forces in the community; third and fourth are intervention and security designed to foster a climate of safety and resources to help residents maintain and improve the quality of their lives. We expect to develop and maintain housing authority community unity, resident empowerment and a safe neighborhood atmosphere. The LBHA PHDEP is grounded in establishing working partnerships through which all entities will bring experience, capacity and strengths.

**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)
Grant Court, Garfield Court, Seaview Manor, Woodrow Wilson	429	1139
Hobart Manor, Kennedy Towers, Chester Arthur	217	255

**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** \_\_\_\_\_

**Table Library**

## 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	\$250,000.	NJDEP0080195	0	N/A	completed
FY 1996	\$250,000.	NJDEP0080196	0	N/A	completed
FY 1997	\$192,900.	NJDEP0080197	0	N/A	complete
FY1998	\$192,900.	NJDEP0080198	0	N/A	complete
FY 1999	\$141,422.	NJDEP0080199	\$74,798.	N/A	8/1/01
FY 2000	\$147,390.	NJDEP0080200	\$147,390.	N/A	8/1/02

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The goals and objectives of the Long Branch Housing Authority PHDEP are as follows:

Activity One is a partnership with local police which will include baseline and above baseline patrolling, surveillance and community policing. Monthly monitoring of arrest data, community involvement and resident response will guide evaluation. The main focus is to involve all entities in the reduction of crime to a point 2% below the City average.

Activity Two is the Safe Haven program which is ultimately designed to keep youth away from negative forces. The Board of Education, interns, the resident association and other agency youth/family groups will provide education and recreational services. Resident participation, pre-and post-testing and educational improvement will be used as evaluation tools.

Activities Three and Four, Drug Intervention and Security, will access local, county and state resources to help residents with social issues that effect their tenancy. We would like to demonstrate that 30% of total cases return to normal tenancy through Intervention while the main goal of the Security component is to engage 8% of residents in tenant patrol along with hired contractors.

### B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

<b>FY 2001 PHDEP Budget Summary</b>	
<b>Budget Line Item</b>	<b>Total Funding</b>
9110 - Reimbursement of Law Enforcement	\$23,000.
9120 - Security Personnel	22,990.
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	1,000.
9150 - Physical Improvements	
9160 - Drug Prevention	78,000.
9170 - Drug Intervention	22,400.
9180 - Drug Treatment	
9190 - Other Program Costs	
<b>TOTAL PHDEP FUNDING</b>	<b>\$147,390.</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: \$ 23,000.</b>		
Goal(s)	1. Reduce drug trafficking/trespassing to 2% below City average. 2. Strengthen community/police relationship.						
Objectives	1. Increase arrests by 8%. 2. 6 monthly resident-Police meetings. 3. 20-40 trespassing arrests.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Bike patrols			04/02	04/03	\$23,000.	0	Crime rate.
2. Data gathering			04/02	04/03	0	0	Decrease loitering.
3. Strategic meetings			04/02	04/03	0	0	Attendance/Participation

<b>9120 – Security Personnel</b>					<b>Total PHDEP Funding: \$ 22,990.</b>		
Goal(s)	Produce a positive resident perception of safety. Decrease threatening incidents on housing property.						
Objectives	Engage 8% of population in meetings and resident patrols.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Hire contractors			03/02	03/03	\$22,990.	\$100,000. Operating budget.	Decreased incidents. Increased communication
2. Resident patrol			03/02	03/03	0	0	
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	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

<b>9140 - Voluntary Tenant Patrol</b>					<b>Total PHDEP Funding: \$ 1,000.</b>		
Goal(s)	1. Unify residents. 2. Foster safe, loiter-free environment.						
Objectives	1. 6 meetings, 8% attendance. 2. 5 volunteers per site.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Training	255	Senior sites	03/02	03/03	\$1,000.	0	Data collection.
2. Patrolling	255	Same	03/02	03/03	0	0	Reporting
3.							

<b>9150 - Physical Improvements</b>					<b>Total PHDEP Funding: \$ 78,000.</b>		
Goal(s)	1. Reduce hours youth are exposed to negative forces. 2. Improve one grade level in school work.						
Objectives	1. Get 10 - 18% youth participating in safe havens.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Homework help			01/02	01/03	\$78,000.	0	Educational improvement
2. Participation			01/02	01/03	0	0	Participation
3. Trips: culture, education			01/02	01/03	0	0	Pre- and post-testing
4. Administrative services			01/02	01/03	0	0	

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$ 22,400.</b>		
Goal(s)	1. Refer 100% of known social service cases to City programs. 2. Return 20% to normal tenancy.						
Objectives	1. Survey 25 – 50 units. Blanket all units with social service information.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Annual survey	All	All	01/02	01/03	\$22,400.	0	Resident response.
2. LBASAPP	All	All	01/02	01/03	0	0	Program completions.
3. One-Strike Policy	All	All	01/02	01/03	0	0	Evictions illegal activity

<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	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

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

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity 1	\$10,000.	Activities 1, 2, 3	\$15,000.
9120	Activity 1	\$8,000.	Activities 1, 2	\$16,000.
9130				
9140	Activity 1	\$500.	Activities 1, 2, 3	\$700.
9150				
9160	Activity 1	\$15,000.	Activities 2, 3, 4	\$45,000
9170				
9180				
9190				
<b>TOTAL</b>		\$33, 500.		\$76,700.

#### **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.”

## CAPITAL FUND PROGRAM TABLES

Attachment NJ008j01

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: Long Branch Housing Authority		Grant Type and Number    Comp Grant No. NJ39P00870697 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 1997
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2000 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-	-	-	-
2	1406 Operations	130,000.00	130,000.00	130,000.00	130,000.00
3	1408 Management Improvements	180,000.00	200,000.00	200,000.00	200,000.00
4	1410 Administration	70,000.00	100,000.00	100,000.00	100,000.00
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	27,000.00	27,000.00	27,000.00	27,000.00
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	-	-	-	-
10	1460 Dwelling Structures	854,404.00	884,404.00	884,404.00	847,886.32
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	-	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-

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

PHA Name: Long Branch Housing Authority	Grant Type and Number    Comp Grant No. NJ39P00870697 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: <b>1997</b>
---	---	-------------------------------------

Original Annual Statement     Reserve for Disasters/ Emergencies     Revised Annual Statement (revision no:    )  
 Performance and Evaluation Report for Period Ending: 12/31/2000     Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency	80,000.00	-	-	-
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,341,404.00	1,341,404.00	1,341,404.00	1,304,886.32
22	Amount of line 21 Related to LBP Activities	-	-	-	-
23	Amount of line 21 Related to Section 504 compliance	-	-	-	-
24	Amount of line 21 Related to Security – Soft Costs	-	-	-	-
25	Amount of Line 21 Related to Security – Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conservation Measures	91,404.00	36,940.00	36,940.00	36,940.00

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Comp Grant No. NJ 39P00870697 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1997		
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
				Original	Revised	Funds Obligated	Funds Expended	
NJ-8-1	1. Replace kitchen cabinets	1460	21 units	24,000.00	21,000.00	21,000.00	21,000.00	Complete
Garfield Court	2. Replace underground steam lines	1460	Partial	91,404.00	-	-	-	Deferred
	3. Replace roofs	1460	All	-	113,800.00	113,800.00	113,800.00	Complete
NJ-8-2	1. Replace kitchen cabinets	1460	12 units	12,000.00	9,000.00	9,000.00	9,000.00	Complete
Grant Court								
NJ-8-3	1. Replace kitchen cabinets	1460	12 units	12,000.00	10,000.00	10,000.00	10,000.00	Complete
Seaview Manor	2. Replace interior stairs	1460	25 units	35,000.00	35,000.00	35,000.00	35,000.00	Complete
	3. Replace hot water system	1460	Boiler room	-	27,000.00	27,000.00	27,000.00	Complete
	4. Asbestos abatement	1460	Boiler room	-	7,595.00	7,595.00	7,595.00	Complete
	5. Reinsulate piping	1460	Boiler room	-	9,940.00	9,940.00	9,940.00	Complete
	6. Emergency repairs to water main	1460	Site	-	8,062.00	8,062.00	8,062.00	Complete
NJ-8-4	1. Kitchen/bath renovations	1460	100 units	300,000.00	302,007.00	302,007.00	302,007.00	Complete
Woodrow Wilson Homes	2. Replace soffits/gutters	1460	All	80,000.00	80,000.00	80,000.00	80,000.00	Complete

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

PHA Name: Long Branch Housing Authority		<b>Grant Type and Number</b> Comp Grant No. NJ 39P00870697 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1997		
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
				Original	Revised	Funds Obligated	Funds Expended	
NJ-8-5	1. Replace soffits and gutters	1460	All	10,000.00	10,000.00	10,000.00	10,000.00	Complete
Garfield Court Addition								
NJ-8-5	1. Replace soffits and gutters	1460	All	10,000.00	10,000.00	10,000.00	10,000.00	Complete
Woodrow Wilson Homes Addition								
NJ-8-6	1. Replace roofs	1460	All	100,000.00	61,000.00	61,000.00	61,000.00	Complete
Hobart Manor								
NJ-8-7	1. Masonry restoration	1460	Entire Facade	100,000.00	-	-	-	Deferred
Chester Arthur Apartments								
NJ-8-8	1. Fire suppression system	1460	Entire Building	80,000.00	81,112.00	81,112.00	44,594.32	In progress
Kennedy Towers	2. Structural repairs	1460	Entire Façade	-	98,888.00	98,888.00	98,888.00	Complete

**Table Library**

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Comp Grant No. NJ 39P00870697 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1997		
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
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide Operations	1. Operations (does not exceed 10% of line 19)	1406	-	130,000.00	130,000.00	130,000.00	130,000.00	Complete
PHA-Wide Management Improvements	1. Computer system upgrades	1408	-	10,000.00	15,000.00	15,000.00	15,000.00	Complete
	2. Continue resident Economic Develop- ment Program	1408	-	100,000.00	110,000.00	110,000.00	110,000.00	Complete
	3. Continue to provide Drug Elimination Coordinator	1408	-	50,000.00	50,000.00	50,000.00	50,000.00	Complete
	4. Commissioner, Director and Staff training	1408	-	20,000.00	25,000.00	25,000.00	25,000.00	Complete
PHA-Wide Administration	1. Modernization Coordinator	1410	-	50,000.00	50,000.00	50,000.00	50,000.00	Complete
	2. Maintenance Supervisor/Clerk of the Works	1410	-	20,000.00	20,000.00	20,000.00	20,000.00	Complete
	3. Human Resources Coordinator	1410	-	-	30,000.00	30,000.00	30,000.00	Complete
PHA-Wide Fees/Costs	1. A/E services	1430	All work items	18,350.00	18,350.00	18,350.00	18,350.00	Complete
	2. CGP Consultant	1430	CGP	8,650.00	8,650.00	8,650.00	8,650.00	Complete



**Table Library**

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

PHA Name: <b>Long Branch Housing Authority</b>		Grant Type and Number Capital Fund Program No: <b>Comp Grant No. NJ39P00870697</b> Replacement Housing Factor No:				Federal FY of Grant: <b>1997</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NJ-8-1	03/31/99		06/30/98	03/31/00		06/30/99	
NJ-8-2	03/31/99		06/30/98	03/31/00		06/30/99	
NJ-8-3	03/31/99		06/30/98	03/31/00		06/30/99	
NJ-8-4	03/31/99		06/30/98	03/31/00		06/30/99	
NJ-8-5	03/31/99		06/30/98	03/31/00		06/30/99	
NJ-8-6	03/31/99		06/30/98	03/31/00		06/30/99	
NJ-8-7	03/31/99		06/30/98	03/31/00		06/30/99	
NJ-8-8	03/31/99		03/31/99	03/31/00	09/30/00		Obtaining DCA approval of plans
Management Improvements	03/31/99		06/30/99	03/31/00		06/30/99	

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Long Branch Housing Authority	Grant Type and Number Comp Grant No. NJ39P00870798 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 1998
---	--	------------------------------

Original Annual Statement 
  Reserve for Disasters/ Emergencies 
  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/2000 
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-	-	-	-
2	1406 Operations	-	-	-	-
3	1408 Management Improvements	205,000.00	219,000.00	219,000.00	219,000.00
4	1410 Administration	95,000.00	100,500.00	100,500.00	100,500.00
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	27,000.00	105,000.00	105,000.00	27,393.07
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	100,079.00	106,579.00	106,579.00	75,756.45
10	1460 Dwelling Structures	874,373.00	892,733.00	316,825.00	222,382.44
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	15,000.00	6,640.00	6,640.00	6,640.00
13	1475 Nondwelling Equipment	-	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	114,000.00	-	-	-
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,430,452.00	1,430,452.00	854,544.00	650,171.96
22	Amount of line 21 Related to LBP Activities	519,048.00	605,908.00	78,000.00	3,846.00

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Comp Grant No. NJ39P00870798 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 1998
---	--	------------------------------

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/2000  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance	-	-	-	-
24	Amount of line 21 Related to Security – Soft Costs	-	-	-	-
25	Amount of Line 21 Related to Security – Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conservation Measures	60,000.00	60,000.00	60,000.00	60,000.00

<b>Annual Statement/Performance and Evaluation Report</b>								
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>								
<b>Part II: Supporting Pages</b>								
PHA Name: Long Branch Housing Authority			Grant Type and Number Comp Grant No. NJ39P00870798 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NJ-8-1	1. Reroof Administration Building	1460	1	15,000.00	6,640.00	6,640.00	6,640.00	Complete
Garfield Court	2. Install carbon monoxide detectors	1460	All units	16,000.00	11,000.00	11,000.00	4,600.00	In progress
	3. Install 1 <sup>st</sup> floor smoke detectors	1460	All units	25,600.00	20,600.00	20,600.00	5,300.00	In progress
	4. Site improvements	1450	Entire site	20,000.00	20,000.00	20,000.00	11,000.00	In progress
	5. Renovate vacant units	1460	12 units	-	12,000.00	12,000.00	10,000.00	In progress
NJ-8-2	1. LBP abatement	1460	All units	313,524.00	327,908.00	-	-	Add'l testing
Grant Court	2. Install 1 <sup>st</sup> floor smoke detectors	1460	All units	16,400.00	8,900.00	8,900.00	1,500.00	In progress
	3. Site improvements	1450	Entire site	10,000.00	10,000.00	10,000.00	10,000.00	Complete
	4. Renovate vacant units	1460	7 units	-	7,500.00	7,500.00	7,500.00	Complete
NJ-8-3	1. LBP abatement	1460	All units	205,524.00	200,000.00	-	-	Add'l testing
Seaview Manor	2. Install 1 <sup>st</sup> floor smoke detectors	1460	All units	9,200.00	4,200.00	4,200.00	1,200.00	In progress
	3. Site improvements	1450	Entire site	10,000.00	10,000.00	10,000.00	10,000.00	Complete
	4. Renovate vacant units	1460	5 units	-	5,000.00	5,000.00	4,000.00	In progress
NJ-8-4	1. Install carbon monoxide detectors	1460	50 units	12,500.00	7,500.00	7,500.00	1,400.00	In progress
Woodrow Wilson	2. Install 1 <sup>st</sup> floor smoke detectors	1460	50 units	20,000.00	13,000.00	13,000.00	1,747.00	In progress
Homes	3. Site improvements	1450	Entire site	20,000.00	26,500.00	26,500.00	18,200.00	In progress

Table Library

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Comp Grant No. NJ 39P00870798 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	4. Renovate vacant units	1460	12 units	-	12,000.00	12,000.00	9,000.00	In progress
NJ-8-5	1. Install 1 <sup>st</sup> floor smoke detectors	1460	All units	6,800.00	3,800.00	3,800.00	1,600.00	In progress
Garfield Court	2. Renovate vacant units	1460	3 units	-	3,000.00	3,000.00	3,000.00	Complete
	Addition							
NJ-8-5	1. Install carbon monoxide detectors	1460	All units	4,500.00	2,700.00	2,700.00	1,700.00	In progress
Woodrow Wilson	2. Install 1 <sup>st</sup> floor smoke detectors	1460	All units	7,200.00	4,00.00	4,000.00	2,800.00	In progress
Homes Addition	3. Renovate vacant units	1460	5 units	-	5,000.00	5,000.00	5,000.00	Complete
NJ-8-6	1. Remove underground storage tanks	1450	-	50,000.00	50,000.00	-	-	A/E
Hobart Manor	2. Replace pumps/hw storage tanks	1460	-	20,000.00	20,000.00	20,000.00	20,000.00	Complete
	3. Install carbon monoxide detectors	1460	25 units	7,125.00	2,125.00	2,125.00	1,025.00	In progress
	4. Site improvements	1450	Entire site	8,000.00	8,000.00	8,000.00	5,100.00	In progress
	5. Renovate vacant units	1460	5 units	-	5,000.00	5,000.00	4,000.00	In progress
NJ-8-7	1. Replace sidewalks	1450	Entire site	22,079.00	22,079.00	22,079.00	9,956.45	In progress
Chester Arthur	2. Install carbon monoxide detectors	1460	25 units	7,500.00	2,500.00	2,500.00	1,300.00	In progress
Apartments	3. Boiler room upgrades	1460	-	20,000.00	20,000.00	20,000.00	20,000.00	Complete

Table Library

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Comp Grant No. NJ39P00870798 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	4. Site improvements	1450	Entire site	5,000.00	5,000.00	5,000.00	5,000.00	Complete
	5. Renovate vacant units	1460	5 units	-	5,000.00	5,000.00	4,000.00	In progress
NJ-8-8	1. Boiler upgrades	1460	-	20,000.00	20,000.00	20,000.00	20,000.00	Complete
Kennedy Towers	2. Façade restoration	1460	Entire building	100,000.00	110,000.00	110,000.00	86,556.00	In progress
	3. Install carbon monoxide detectors	1460	25 units	12,000.00	5,000.00	5,000.00	1,500.00	In progress
	4. Site improvements	1450	Entire site	5,000.00	5,000.00	5,000.00	5,000.00	Complete
	5. Renovate vacant units	1460	7 units	-	7,000.00	7,000.00	5,000.00	In progress
PHA-Wide	1. Computer system upgrades	1408	-	10,000.00	24,000.00	24,000.00	24,000.00	Complete
Management Improvements	2. Continue resident economic development program	1408	-	125,000.00	119,500.00	119,500.00	119,500.00	Complete
	3. Continue to provide Drug Elimination Coordinator	1408	-	50,000.00	50,000.00	50,000.00	50,000.00	Complete
	4. Commissioner, Director and staff training	1408	-	20,000.00	25,500.00	25,500.00	25,500.00	Complete
PHA-Wide Administration	1. Modernization coordinator	1410	-	55,000.00	55,000.00	55,000.00	55,000.00	Complete
	2. Maintenance Supervisor/Clerk of the	1410	-	45,500.00	45,500.00	45,500.00	45,500.00	Complete

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

PHA Name: Long Branch Housing Authority		<b>Grant Type and Number</b> Comp Grant No. NJ 39P00870798 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	works							
PHA-Wide	1. A/E services	1430	All work items	18,350.00	18,350.00	18,350.00	14,897.07	In progress
Fees/Costs	2. LBP Consultant	1430	LBP	-	78,000.00	78,000.00	3,846.00	In progress
	3. CGP Consultant	1430	CGP	8,650.00	8,650.00	8,650.00	8,650.00	Complete
PHA-Wide	1. Contingency for cost overruns, change	1502	-	114,000.00	-	-	-	Reallocated
Contingency	orders and contract modifications							
	<b>TOTALS</b>			1,430,452.00	1,430,452.00	854,544.00	650,171.96	

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

PHA Name: <b>Long Branch Housing Authority</b>		Grant Type and Number Capital Fund Program No: <b>Comp Grant No. NJ39P00870798</b> Replacement Housing Factor No:					Federal FY of Grant: <b>1998</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
NJ-8-1	03/31/00		06/30/99	03/31/01		06/30/99		
NJ-8-2	03/31/00	03/31/01		03/21/01	06/30/01		LBP Abatement/Risk Management	
NJ-8-3	03/31/00	03/31/01		03/21/01	06/30/01		LBP Abatement/Risk Management	
NJ-8-4	03/31/00		06/30/99	03/21/01		06/30/99		
NJ-8-5	03/31/00		06/30/99	03/21/01		06/30/99		
NJ-8-6	03/31/00	03/31/01		03/21/01	06/30/01			
NJ-8-7	03/31/00	03/31/01		03/21/01	06/30/01			
NJ-8-8	03/31/00	03/31/01		03/21/01	06/30/01			
Management Improvements	03/31/00		06/30/99	03/31/01	06/30/99			

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Comp Grant No. NJ39P00870899 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
---	--	------------------------------

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/2000  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-	-	-	-
2	1406 Operations	-	-	-	-
3	1408 Management Improvements	218,525.00	218,525.00	218,525.00	216,722.21
4	1410 Administration	153,686.00	153,686.00	153,686.00	145,852.54
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	117,650.00	117,650.00	66,000.00	32,301.47
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	152,000.00	232,000.00	41,500.00	27,557.83
10	1460 Dwelling Structures	949,885.00	969,885.00	521,419.00	190,145.92
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	-	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	100,000.00	-	-	-
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,691,746.00	1,691,746.00	1,001,130.00	612,579.97
22	Amount of line 21 Related to LBP Activities	630,000.00	630,000.00	50,000.00	-
23	Amount of line 21 Related to Section 504 compliance	9,000.00	14,000.00	10,000.00	-

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Comp Grant No. NJ39P00870899 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
---	--	------------------------------

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/2000  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs	-	-	-	-
25	Amount of Line 21 Related to Security – Hard Costs	-	-	-	-
26	Amount of line 21 Related to Energy Conservation Measures	-	-	-	-

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Comp Grant No. NJ39P00870899 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NJ-8-1	1. LBP abatement	1460	All units	415,000.00	415,000.00	-	-	A/E
Garfield Court	2. Renovate vacant units	1460	20 units	19,968.00	19,968.00	19,968.00	19,968.00	Complete
	3. Site improvements	1450	Entire site	45,000.00	90,000.00	-	-	A/E
NJ-8-2	1. Complete kitchen cabinets	1460	All units	60,000.00	60,000.00	60,000.00	20,000.00	In progress
Grant Court	2. Renovate vacant units	1460	15 units	12,792.00	12,792.00	12,792.00	12,792.00	Complete
	3. Site improvements	1450	Entire site	20,000.00	20,000.00	20,000.00	10,000.00	In progress
NJ-8-3	1. Complete kitchen cabinets	1460	All units	36,000.00	36,000.00	36,000.00	18,750.00	In progress
Seaview Manor	2. Reroof buildings	1460	All buildings	78,000.00	83,000.00	83,000.00	-	In progress
	3. Renovate vacant units	1460	8 units	7,176.00	7,176.00	7,176.00	7,176.00	Complete
	4. Site improvements	1450	Entire site	10,000.00	10,000.00	10,000.00	4,500.00	In progress
NJ-8-4	1. Reroof buildings	1460	All buildings	80,000.00	100,000.00	100,000.00	-	In progress
Woodrow Wilson Homes	2. Renovate vacant units	1460	15 units	15,600.00	15,600.00	15,600.00	15,600.00	Complete
	3. Site improvements	1450	Entire site	30,000.00	60,000.00	-	-	A/E
NJ-8-5	1. LBP abatement	1460	All units	125,000.00	125,000.00	-	-	A/E
Garfield Court	2. Renovate vacant units	1460	5 units	5,304.00	5,304.00	5,304.00	5,304.00	Complete

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Comp Grant No. NJ 39P00870899 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Addition								
NJ-8-5	1. Reroof buildings	1460	All buildings	55,577.00	55,577.00	55,577.00	-	In Progress
Woodrow Wilson Homes Addition	2. Renovate vacant units	1460						
NJ-8-6	1. Replace handicapped ramps	1450	H/C units	9,000.00	14,000.00	14,000.00	-	A/E
Hobart Manor	2. Renovate vacant units	1460	9 units	8,892.00	8,892.00	8,892.00	8,892.00	Complete
	3. Site improvements	1450	Entire site	8,000.00	8,000.00	8,000.00	4,000.00	In progress
NJ-8-7	1. Renovate vacant units	1460	10 units	9,360.00	9,360.00	9,360.00	8,000.00	In progress
Chester Arthur Apartments	2. Site improvements	1450	Entire site	10,000.00	10,000.00	10,000.00	5,000.00	In progress
NJ-8-8	1. Renovate vacant units	1460	15 units	15,600.00	15,600.00	15,600.00	12,000.00	In progress
Kennedy Towers	2. Site improvements	1450	Entire site	20,000.00	20,000.00	20,000.00	4,000.00	In progress
PHA-Wide Management	1. Upgrade computer systems	1408	-	25,000.00	25,000.00	25,000.00	25,000.00	Complete
	2. Continue resident economic develop-	1408	-	55,000.00	55,000.00	55,000.00	55,000.00	Complete

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

PHA Name: Long Branch Housing Authority		<b>Grant Type and Number</b> Comp Grant No. NJ 39P00870899 Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Improvements	ment program							
	3. Continue to provide Drug Elimination	1408	-	50,000.00	50,000.00	50,000.00	40,000.00	In progress
	4. Commissioner, Director and staff training	1408	-	40,000.00	40,000.00	40,000.00	32,000.00	In progress
	5. Human Services Coordinator	1408	-	36,525.00	36,525.00	36,525.00	27,800.00	In progress
	6. Pay portion of accounting costs related to CGP	1408	-	12,000.00	12,000.00	12,000.00	10,000.00	In progress
PHA-Wide Administration	1. Pay portion of Director's salary	1410	-	16,000.00	16,000.00	16,000.00	9,000.00	In progress
	2. Pay portion of Housing Manager's salary	1410	-	13,925.00	13,925.00	13,925.00	7,400.00	In progress
	3. Pay portions of Account's fee	1410	-	8,700.00	8,700.00	8,700.00	4,500.00	In progress
	4. Pay portion of Labor Compliance Officer's salary	1410	-	5,000.00	5,000.00	5,000.00	2,300.00	In progress
	5. Pay portion of Maintenance Supervisor's salary	1410	-	30,000.00	30,000.00	30,000.00	15,400.00	In progress
	6. Modernization Coordinator	1410	-	36,138.00	36,138.00	36,138.00	21,000.00	In progress
	7. Pay portion of benefits for staff involved with CGP	1410	-	43,923.00	43,923.00	43,923.00	23,850.00	In progress

Table Library



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

PHA Name: <b>Long Branch Housing Authority</b>		Grant Type and Number Capital Fund Program No: <b>Comp Grant No. NJ39P00870899</b> Replacement Housing Factor No:				Federal FY of Grant: <b>1999</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NJ-8-1	03/21/01	09/21/01		03/21/02			
NJ-8-2	03/21/01	09/21/01		03/21/02			
NJ-8-3	03/21/01	09/21/01		03/21/02			
NJ-8-4	03/21/01	09/21/01		03/21/02			
NJ-8-5	03/21/01	09/21/01		03/21/02			
NJ-8-6	03/21/01	09/21/01		03/21/02			
NJ-8-7	03/21/01	09/21/01		03/21/02			
NJ-8-8	03/21/01	09/21/01		03/21/02			
Management Improvements	03/21/01	09/21/01		03/21/02			

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

<b>PHA Name:</b> Long Branch Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>NJ39P00850100</b> Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2000
--	---	-------------------------------------

Original Annual Statement    Reserve for Disasters/ Emergencies    Revised Annual Statement (revision no: 1)  
 Performance and Evaluation Report for Period Ending: 12/31/2000    Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-	-	-	-
2	1406 Operations	-	-	-	-
3	1408 Management Improvements	190,683.00	-	-	-
4	1410 Administration	152,878.00	-	-	-
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	200,826.00	135,826.00	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	76,971.00	-	-	-
10	1460 Dwelling Structures	790,749.00	-	-	-
11	1465.1 Dwelling Equipment—Nonexpendable	-	-	-	-
12	1470 Nondwelling Structures	161,524.00	-	-	-
13	1475 Nondwelling Equipment	27,683.00	-	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	65,000.00	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1499 Development Activities	-	-	-	-
19	1501 Collateralization or Debt Service	-	-	-	-
20	1502 Contingency	-	-	-	-
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,601,314.00	1,601,314.00	-	-
22	Amount of line 21 Related to LBP Activities	515,949.00	-	-	-

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
---	---	------------------------------

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: 1)  
 Performance and Evaluation Report for Period Ending: 12/31/2000  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: <b>NJ39P00850100</b> Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NJ-8-1	1. Replace kitchen cabinets	1460	100 units	92,270.00	-	-	-	-
Garfield Court	2. Renovate vacant units	1460	20 units	18,424.00	-	-	-	-
	3. Site improvements	1450	Entire site	18,454.00	-	-	-	-
NJ-8-2	1. Asbestos abatement	1470	All units	88,029.00	-	-	-	-
Grant Court	2. Renovate vacant units	1460	12 units	11,803.00	-	-	-	-
	3. Site improvements	1450	Entire site	9,227.00	-	-	-	-
NJ-8-3	1. Replace boiler building roof	1470	-	46,135.00	-	-	-	-
Seaview Manor	2. Install sump pumps	1475	Boiler room	9,227.00	-	-	-	-
	3. Asbestos abatement	1470	Boiler room	22,145.00	-	-	-	-
	4. Replace interior stairs	1460	46 units	59,976.00	-	-	-	-
	5. Renovate vacant units	1460	6 units	6,621.00	-	-	-	-
	6. Site improvements	1450	Entire site	9,227.00	-	-	-	-
NJ-8-4	1. LBP abatement	1460	All units	416,297.00	-	-	-	-
Woodrow Wilson	2. Renovate vacant units	1460	15 units	14,394.00	-	-	-	-
Homes	3. Site improvements	1450	Entire site	18,454.00	-	-	-	-

**Table Library**

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: <b>NJ39P00850100</b> Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NJ-8-5	1. Renovate vacant units	1460	5 units	4,894.00	-	-	-	-
Garfield Court Addition								
NJ-8-5	1. LBP abatement	1460	All units	99,652.00	-	-	-	-
Woodrow Wilson Homes Addition	2. Renovate vacant units	1460	5 units	5,182.00	-	-	-	-
NJ-8-6	1. Renovate vacant units	1460	8 units	8,205.00	-	-	-	-
Hobart Manor	2. Site improvements	1450	Entire site	7,382.00	-	-	-	-
NJ-8-7	1. Renovate vacant units	1460	9 units	8,636.00	-	-	-	-
Chester Arthur Apartments	2. Site improvements	1450	Entire site	4,616.00	-	-	-	-
NJ-8-8	1. Install motorized louver	1475	Boiler room	9,227.00	-	-	-	-
Kennedy Towers	2. Install sump pumps	1475	Boiler room	9,227.00	-	-	-	-
	3. Renovate vacant units	1460	15 units	14,396.00	-	-	-	-
	4. Site improvements	1450	Entire site	4,614.00	-	-	-	-

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: <b>NJ39P00850100</b> Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	1. Upgrade computer system	1408	-	23,068.00	-	-	-	-
Management	2. Continue resident economic development program	1408	-	50,749.00	-	-	-	-
Improvements	3. Continue to provide Drug Elimination Coordinator	1408	-	46,135.00	-	-	-	-
	4. Commissioner, Director and staff training	1408	-	46,135.00	-	-	-	-
	5. Human Services Coordinator	1408	-	33,702.00	-	-	-	-
PHA-Wide Administration	1. Administrative costs	1410	-	141,806.00	-	-	-	-
PHA-Wide Fees/Costs	1. A/E services	1430	All work items	69,500.00	52,000.00	-	-	-
	2. LBP Consultant	1430	LBP projects	91,326.00	73,826.00	-	-	-
	3. CFP Consultant	1430	Annual plan	10,000.00	-	-	-	-
Replacement Reserve	1. Funds to operating reserves	1490	-	-	35,000.00	-	-	-
	<b>TOTALS</b>			<b>1,601,314.00</b>	<b>1,601,314.00</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Table Library**

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

PHA Name: <b>Long Branch Housing Authority</b>		Grant Type and Number Capital Fund Program No: <b>NJ39P00850100</b> Replacement Housing Factor No:				Federal FY of Grant: <b>2000</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NJ-8-1	12/31/01	03/31/02		06/30/03	09/30/03		Access to funds
NJ-8-2	12/31/01	03/31/02		06/30/03	09/30/03		Access to funds
NJ-8-3	12/31/01	03/31/02		06/30/03	09/30/03		Access to funds
NJ-8-4	12/31/01	03/31/02		06/30/03	09/30/03		Access to funds
NJ-8-5	12/31/01	03/31/02		06/30/03	09/30/03		Access to funds
NJ-8-6	12/31/01	03/31/02		06/30/03	09/30/03		Access to funds
NJ-8-7	12/31/01	03/31/02		06/30/03	09/30/03		Access to funds
NJ-8-8	12/31/01	03/31/02		06/30/03	09/30/03		Access to funds
Management Improvements	12/31/01			06/30/03			

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

<b>PHA Name:</b> Long Branch Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>NJ39P00850101</b> Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 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	-			
3	1408 Management Improvements	190,000.00			
4	1410 Administration	152,000.00			
5	1411 Audit	-			
6	1415 Liquidated Damages	-			
7	1430 Fees and Costs	80,000.00			
8	1440 Site Acquisition	-			
9	1450 Site Improvement	335,000.00			
10	1460 Dwelling Structures	758,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable	18,000.00			
12	1470 Nondwelling Structures	-			
13	1475 Nondwelling Equipment	- 3,314.00			
14	1485 Demolition	-			
15	1490 Replacement Reserve	65,000.00			
16	1492 Moving to Work Demonstration	-			
17	1495.1 Relocation Costs	-			
18	1499 Development Activities	-			
19	1501 Collateralization or Debt Service	-			
20	1502 Contingency	-			
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,601,314.00			
22	Amount of line 21 Related to LBP Activities				

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

PHA Name: Long Branch Housing Authority	Grant Type and Number Capital Fund Program Grant No: NJ39P00850101 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
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Long Branch Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>NJ39P00850101</b> 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
				Original	Revised	Funds Obligated	Funds Expended	
NJ-8-1	1. Renovate vacant units	1460	5 units	50,000.00				
Garfield Court	2. Smoke/carbon monoxide detectors	1460	50 units	50,000.00				
	3. Replace playgrounds	1450	1	80,000.00				
NJ-8-2	1. Renovate vacant units	1460	5 units	50,000.00				
Grant Court	2. Smoke/carbon monoxide detectors	1460	40 units	40,000.00				
	3. Replace playground	1450	1	75,000.00				
NJ-8-3	1. Renovate vacant units	1460	5 units	40,000.00				
Seaview Manor	2. Stair replacement	1460	10 units	12,000.00				
	3. Smoke/carbon monoxide detectors	1460	23 units	23,000.00				
	4. Replace playground	1450	1	50,000.00				
NJ-8-4	1. Renovate vacant units	1460	5 units	50,000.00				
Woodrow Wilson	2. Smoke/carbon monoxide detectors	1460	35 units	35,000.00				
Homes	3. Clean sewer lines	1450	All	10,000.00				
	4. Replace playground	1450	1	80,000.00				

**Table Library**

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: <b>NJ39P00850101</b> 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
				Original	Revised	Funds Obligated	Funds Expended	
NJ-8-5	1. Renovate vacant units	1460	5 units	50,000.00				
Garfield Court Addition	2. Smoke/carbon monoxide detectors	1460	20 units	20,000.00				
NJ-8-5	1. Renovate vacant units	1460	5 units	50,000.00				
Woodrow Wilson Homes Addition	2. Smoke/carbon monoxide detectors	1460	20 units	20,000.00				
NJ-8-6	1. Renovate vacant units	1460	5 units	12,500.00				
Hobart Manor	2. Smoke/carbon monoxide detectors	1460	30 units	20,000.00				
	3. Replace door locksets	1460	All units	9,000.00				
	4. Replace utility room door locksets	1470	All	3,314.00				
NJ-8-7	1. Renovate vacant units	1460	10 units	25,000.00				
Chester Arthur	2. Replace refrigerators/stoves	1465	30 units	18,000.00				
	3. Smoke/carbon monoxide detectors	1460	30 units	30,000.00				
	4. Replace apartment door locksets	1460	All units	9,000.00				

**Table Library**

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

PHA Name: Long Branch Housing Authority		Grant Type and Number Capital Fund Program Grant No: <b>NJ39P00850101</b> 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
				Original	Revised	Funds Obligated	Funds Expended	
NJ-8-8	1. Renovate vacant units	1460	15 units	37,500.00				
Kennedy Towers	2. Apartment/hall replastering	1460	All	50,000.00				
	3. Complete facade restoration	1460	-	75,000.00				
PHA-Wide	1. Upgrade computer hardware/software	1408	-	25,000.00				
Management	2. Continue resident economic development program	1408	-	50,000.00				
Improvements	3. Continue to provide Drug Elimination Coordinator	1408	-	45,000.00				
	4. Commissioner, Director and staff training	1408	-	36,000.00				
	5. Human Services Coordinator	1408	-	34,000.00				
PHA-Wide	1. Administrative costs	1410	-	152,000.00				
Administration								
PHA-Wide	1. A/E services	1430	All work items	70,000.00				
Fees/Costs	2. CFP Consultant	1430	Annual plan	10,000.00				

**Table Library**



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

PHA Name: <b>Long Branch Housing Authority</b>		Grant Type and Number Capital Fund Program No: <b>NJ39P00850101</b> Replacement Housing Factor No:				Federal FY of Grant: <b>2001</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NJ-8-1	12/31/02			06/30/04			
NJ-8-2	12/31/02			06/30/04			
NJ-8-3	12/31/02			06/30/04			
NJ-8-4	12/31/02			06/30/04			
NJ-8-5	12/31/02			06/30/04			
NJ-8-6	12/31/02			06/30/04			
NJ-8-7	12/31/02			06/30/04			
NJ-8-8	12/31/02			06/30/04			
Management Improvements	12/31/02			06/30/04			

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

A Name: Long Branch Housing Authority		<input type="checkbox"/> Original 5-Year Plan			
Development Number/Name/HA-Wide		<input type="checkbox"/> Revision No:			
Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005	
Annual Statement					
-8-1	275,000.00	150,000.00	235,000.00	150,000.00	
-8-2	95,000.00	150,000.00	140,000.00	210,000.00	
<del>-8-3</del>	120,000.00	220,000.00	170,000.00	190,000.00	
-8-4	275,000.00	180,000.00	90,000.00	120,000.00	
-8-5	84,000.00	100,000.00	160,000.00	80,000.00	
-8-6	100,000.00	75,000.00	140,000.00	60,000.00	
-8-7	75,000.00	120,000.00	100,000.00	110,000.00	
-8-8	150,000.00	155,000.00	125,000.00	250,000.00	
Wide	427,314.00	406,314.00	441,314.00	431,314.00	
P Funds Listed for year planning	1,601,314.00	1,601,314.00	1,601,314.00	1,601,314.00	
Placement Housing for Funds					

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

Activities for Year 1	Activities for Year: 2 FFY Grant: 2002 PHA FY: 2002			Activities for Year: 3 FFY Grant: 2003 PHA FY: 2003		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>	<i>NJ-8-1</i>	<i>Replace gas lines</i>	275,000.00	<i>NJ-8-1</i>	<i>Vacant units</i>	150,000.00
<b>Annual</b>		<i>Sub-total</i>	275,000.00		<i>Sub-total</i>	150,000.00
<b>Statement</b>	<i>NJ-8-2</i>	Replace gas lines	95,000.00	<i>NJ-8-2</i>	<i>Vacant units</i>	100,000.00
		Sub-total	95,000.00		Asbestos abatement	50,000.00
	NJ-8-3	Replace gas lines	120,000.00		Sub-total	150,000.00
		Sub-total	120,000.00	NJ-8-3	Replace windows	220,000.00
	NJ-8-4	Replace gas lines	275,000.00		Sub-total	220,000.00
		Sub-total	275,000.00	NJ-8-4	Masonry restoration	180,000.00
	NJ-8-5	Replace gas lines	84,000.00		Sub-total	180,000.00
		Sub-total	84,000.00	NJ-8-5	Vacant units	100,000.00
	NJ-8-6	Replace gas lines	100,000.00		Sub-total	100,000.00
		Sub-total	100,000.00	NJ-8-6	Community room	75,000.00
	NJ-8-7	Upgrade emergency call	50,000.00		Sub-total	75,000.00
		Replace hallway VCT	25,000.00	NJ-8-7	Replace doors/locks	120,000.00
		Sub-total	75,000.00		Sub-total	120,000.00
	NJ-8-8	Air conditioning sleeves	150,000.00	NJ-8-8	Heat control upgrades	110,000.00
		Sub-total	150,000.00		Upgrade emergency call	90,000.00
	PHA Wide	Management	190,000.00		Sub-total	155,000.00
		Administration	152,000.00	PHA Wide	Management	190,000.00
		Fees/Costs	85,314.00		Administration	152,000.00
					Fees/Costs	64,314.00
	Total CFP Estimated Cost		\$1,601,314.00			\$1,601,314.00

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

Activities for Year: 4 FFY Grant: 2004 PHA FY: 2004			Activities for Year: 5 FFY Grant: 2005 PHA FY: 2005		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>NJ-8-1</i>	<i>Masonry restoration</i>	235,000.00	<i>NJ-8-1</i>	<i>Vacant units</i>	150,000.00
	<i>Sub-total</i>	235,000.00		<i>Sub-total</i>	150,000.00
<i>NJ-8-2</i>	Masonry restoration	140,000.00	<i>NJ-8-2</i>	<i>Replace furnaces/ducts</i>	210,000.00
	Sub-total	140,000.00		Sub-total	210,000.00
NJ-8-3	Bathroom renovations	170,000.00	NJ-8-3	Replace steam lines	190,000.00
	Sub-total	170,000.00		Sub-total	190,000.00
NJ-8-4	Community building	90,000.00	NJ-8-4	Heating controls	120,000.00
	Sub-total	90,000.00		Sub-total	120,000.00
NJ-8-5	Window replacement	160,000.00	NJ-8-5	Asbestos abatement	80,000.00
	Sub-total	160,000.00		Sub-total	80,000.00
NJ-8-6	Sitework	140,000.00	NJ-8-6	Vacant units	60,000.00
	Sub-total	140,000.00		Sub-total	60,000.00
NJ-8-7	Façade restoration	100,000.00	NJ-8-7	Elevator upgrades	110,000.00
	Sub-total	100,000.00		Sub-total	110,000.00
NJ-8-8	Elevator upgrades	125,000.00	NJ-8-8	Vacant units	80,000.00
	Sub-total	125,000.00		Replace mailboxes	10,000.00
PHA Wide	Management	190,000.00		Replace doors/locks	160,000.00
	Administration	152,000.00		Sub-total	250,000.00
	Fees/Costs	99,314.00	PHA Wide	Management	190,000.00
				Administration	152,000.00
				Fees/Costs	89,314.00
Total CFP Estimated Cost		\$1,601,314.00			\$1,601,214.00