

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

PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005

Annual Plan for Fiscal Year 2001

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

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

**PHA Plan
Agency Identification**

PHA Name: Oklahoma City Housing Authority

PHA Number: OK002

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

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: www.ochanet.org
- 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.
- The PHA's mission is: To provide affordable, decent, safe and sanitary housing or housing assistance with quality environments and opportunities to low-income people of Oklahoma City.

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: see box at right
 - Reduce public housing vacancies: achieve 97% occupancy
 - Leverage private or other public funds to create additional housing opportunities: Apply for 20 permanent housing units, assist with transitional housing
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 90
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:

Mainstream, Family Unification, Fair Share, Demolition Replacement, and Designated Housing Support.

- 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: 2 units
 - 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: lighting and fencing
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities): one development
 - 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: 5% per year
- Provide or attract supportive services to improve assistance recipients' employability: continue linkage with community groups
- 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:
Continue work with Metropolitan Fair Housing Council
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 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.

The Oklahoma City Housing Authority has long believed greater efficiency and effectiveness can be achieved by engaging in comprehensive planning activities that allow them to examine the needs of the individuals they serve, consult with interested and affected parties, and design strategies to address those needs. It is for this important reason we offer our Annual and Five-year Plan for 2001. The following is a summary of each component.

Housing Needs

This is a statement of the housing needs of the low-income and very-low income families (including elderly families and families with disabilities) living in Oklahoma City. We note we administer Public Housing and a Section 8 Program.

When examining current occupancy and those waiting for tenancy, we note all are at or below 80% of median income and the majority are at or below 30%. These statistics illustrate the need for low-income housing choice.

Financial Resources

We currently are experiencing a shortfall in operating subsidy due to unrealistic budget assumptions by HUD. HUD's estimate of needs for 1999 has turned out to be seriously deficient which in turn has led to cutbacks in Federal operating subsidies for OCHA in the amount of \$441,128.00. Additional HUD budget shortfalls will inevitably surface as HUD used its unrealistic FY 1999 budget as the basis for estimating operating subsidy needs in FY2000.

To address the deficient funding amounts, we have prepared a financial contingency plan. That plan will allow the Authority to operate successfully in an environment of increasing subsidy reductions while at the same time achieving four fundamental objectives: Preservation of existing housing stock; Provide quality housing to lower income citizens; Maintain current staffing; and, Maintain operating reserves at a sufficient level to sustain the Authority in a time of need.

Policies Governing Eligibility, Selection, Admissions

This section of the Plan is a statement of: (a) the Authority's policies governing eligibility, selection and admission, assignment, and occupancy policies with respect to public housing and Section 8 tenant-based assistance, as applicable, and (b) procedures for maintaining waiting lists, including the public housing admissions policy for deconcentration of lower-income families and any public housing site-based waiting list procedures.

We discussed the pros and cons of implementing a site-based waiting list and have determined it is in our best interest to implement such a plan. A site-based waiting list policy was recently adopted for Senior Housing only. We also note local conditions vis-à-vis current residents and applicants do not warrant a deconcentration policy.

Rent Determination

This section of the Plan is a statement of our discretionary policies governing rents charged for public housing units, including ceiling rents, and rental contributions of families assisted under Section 8(o) of the United States Housing Act. Specifically we list minimum rents, ceiling rents and discretionary rent policies not mandated by statute.

Operations and Management

This section of the Plan includes copies of relevant rules, standards and policies governing maintenance and management of the housing owned, assisted, or operated by the PHA.

Grievance Procedures

This section of the Plan includes a statement of the grievance procedures we make available to the residents.

Capital Improvements

This section of the Plan outlines OCHA's capital improvements necessary to ensure long-term physical and social viability of the developments.

To satisfy this requirement, we include a copy of our Capital Improvements Grant Application. The application states the needs of the Authority surpass \$23 million, while funding is limited to \$5,059,820.00

Demolition and/or Disposition

This section of the Plan must include a description of any public housing unit for which we will apply for demolition and/or disposition approval and the timetable for demolition disposition.

Two scattered-site properties will be demolished this year. The homes are located at 2433 S.W. 34th Street and 3208 S.W. 18th Street. Both units are beyond reasonable costs to repair.

Designation of Public Housing

This section of the Plan outlines our Designated Housing Plan.

We note the following developments have been designated as elderly only properties: Wyatt F. Jeltz, Shartel Towers, Louis F. Danforth, Hillcrest, and Reding Senior Center. Under the Section 8 program we note the Family Unification Program, the Mainstream Program and the Single Room Occupancy programs serve designated populations.

Conversion of Public Housing

The U.S. Department of Housing and Urban Development has yet to finalize rules and regulations concerning this requirement. The section will be reserved and information inserted following appropriate guidance from HUD.

Homeownership

This section of the Plan outlines our role in developing and promoting homeownership opportunities for residents.

Community Service and Self-Sufficiency

Included in this section of the Plan are copies of our Resident Participation and Management Policies and our Economic Development and Self-Sufficiency Policies and Procedures.

Safety and Crime Prevention

In this section of our Plan we outline our strategy for safety and crime prevention to ensure the safety of the residents we serve.

Specifically, we describe our Security Department and outline the role the Department takes. We also discuss physical improvements, including lighting and fencing, which deter criminal activity.

In addition, Congress requires submittal of the Public Housing Drug Elimination Strategy in this section. We have included a description of our activities and the anticipated cost.

Ownership of Pets in Public Housing

This section of our Plan contains a statement of our policies and requirements pertaining to the ownership of pets in public housing.

Civil Rights Certification

This section of the Plan contains a twofold certification - that we will carry out our Plan in compliance with all applicable civil rights requirements and that we will affirmatively further fair housing.

Most Recent Fiscal Year Audit

This section of our Plan contains a copy of our most recent fiscal year audit. The Plan describes the need for the audit and describes the method we use to select our auditor. We received an unqualified opinion for this year's audit.

Asset Management

This section of the Plan is reserved for copies of documents not covered in other sections of the Plan. We believe by reading this Executive Summary and, if desired, the Plan, the public is well informed about the steps we take to ensure physical, financial and other assets to fulfill our mission, goals and objectives.

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

Page #

Annual Plan

i. Executive Summary	5
ii. Table of Contents	8
1. Housing Needs	11
2. Financial Resources	18
3. Policies on Eligibility, Selection and Admissions	19
4. Rent Determination Policies	28
5. Operations and Management Policies	32
6. Grievance Procedures	33
7. Capital Improvement Needs	34
8. Demolition and Disposition	63
9. Designation of Housing	63
10. Conversions of Public Housing	64
11. Homeownership	66
12. Community Service Programs	68
13. Crime and Safety	70
14. Pet Policy	72
15. Civil Rights Certifications (included with PHA Plan Certifications)	72
16. Fiscal Audit	73
17. Asset Management	73
18. Other Information	74

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2000 Capital Fund Program Annual Statement - Included under #7
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan – Included under #7
- Public Housing Drug Elimination Program (PHDEP) Plan - OK002a01
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) - Included under #18
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	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	15,797	N/A	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	11,337	N/A	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	15,657	N/A	N/A	N/A	N/A	N/A	N/A
Elderly	9,000	N/A	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	4,040	N/A	N/A	N/A	N/A	N/A	N/A
Black/Non-Hispanic	8,284	N/A	N/A	N/A	N/A	N/A	N/A

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Hispanic	1,841	N/A	N/A	N/A	N/A	N/A	N/A
Other Minority	3,024	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: 2000
- 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.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	195		N/A

Housing Needs of Families on the Waiting List

Extremely low income <=30% AMI	140	72%	
Very low income (>30% but <=50% AMI)	12	8%	
Low income (>50% but <80% AMI)	7	4%	
Families with children	61	31%	
Elderly families	39	20%	
Families with Disabilities	2	3%	
White NH	72	37%	
Black NH	90	46%	
Am. Indian/Alaskan	27	14%	
AS/PI	6	3%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1,153	49%	247
2 BR	483	21%	257
3 BR	563	24%	237
4 BR	107	5%	49
5 BR	27	1%	10
5+ BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> 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			

Housing Needs of Families on the Waiting List

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1,248		N/A
Extremely low income <=30% AMI	1,156	93%	
Very low income (>30% but <=50% AMI)	121	10%	
Low income (>50% but <80% AMI)	7	1%	
Families with children	1,121	88%	
Elderly families	83	7%	
Families with Disabilities	44	3%	
White NH	450	36%	
Black NH	654	52%	
Am. Indian/Alaskan	84	7%	
AS/PI	60	5%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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:

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	6,399,417	
b) Public Housing Capital Fund	5,059,820	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	14,563,262	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	723,667	
g) Resident Opportunity and Self-Sufficiency Grants	215,220	
h) Community Development Block Grant	300,000	Capital Improvements

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Public Housing Capital Fund	4,025,549	
Public Housing Drug Elimination	382,315	
Special Purpose	54,416	
3. Public Housing Dwelling Rental Income	3,582,480	
4. Other income (list below)		
Interest	277,480	Housing Operations
Other	255,050	Housing Operations
4. Non-federal sources (list below)		
Cash Reserves	4,436,872	Housing Operations
Emergency Only		
Total resources	40,275,548	

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: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) When verification process is complete.

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) Previous residency in public housing, landlord report

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

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

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

(2)Waiting List Organization

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

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

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

- PHA main administrative office
- PHA development site management office
- Other (list below) Homeless shelters, battered women's shelter, job training site.

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? 10

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? 10

3. Yes No: May families be on more than one list simultaneously

If yes, how many lists? 10

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

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. Yes No: 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)

- 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) Previous participation, back balances.

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
 Other (describe below) If known, the family's current address, the name and address of the landlord (current and past).

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
 Federal public housing
 Federal moderate rehabilitation
 Federal project-based certificate program
 Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:
Family unable to locate suitable unit.
Reasonable accommodation.

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

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

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:
15% earned income exclusion.

- 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)
For working applicants and residents to assist with payroll deductions for taxes and health insurance.

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$1,200.00 Annually
- Other (list below)
Anytime a family experiences a change in family composition.

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
- \$26-\$50

- b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management We are exempt.

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.
 A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use “NA” to indicate that the PHA does not operate any of the programs listed below.)

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

C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures We are exempt.

[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 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)

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

Capital Fund Grant Number:

FFY of
Grant

01/2001

Approval:

X Original Annual Statement

Line No.	Summary by Development Account	Total Est. Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$284,122.00
3	1408 Management Improvements	\$757,343.00
4	1410 Administration	\$407,190.00
5	1411 Audit	\$6,500.00
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$128,703.00
8	1440 Site Acquisition	
9	1450 Site Improvement	\$16,500.00
10	1460 Dwelling Structures	\$3,049,884.00
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	\$299,653.00
13	1475 Nondwelling Equipment	\$62,925.00
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	\$1,000.00
18	1498 Mod Used for Development	
19	1502 Contingency	\$46,000.00
20	Amount of Annual Grant (Sum of lines 2-19)	\$5,059,820.00
21	Amount of line 20 Related to LBP Activity	\$4,000.00

22	Amount of line 20 Related to Sect. 504	
23	Amount of line 20 Related to Security	\$181,842.00
24	Amount of line 20 Related to Energy Conservation Measures	\$344,642.00

Dev.	Desc.	Act. #	Amount
OK-00-00/ HA Wide	Operating Budget (1%)	1406	\$284,122.00
	Security Guards	1408	\$141,917.00
	Security Training	1408	\$25,000.00
	Computer Software	1408	\$5,000.00
	Sr Lunch Program	1408	\$210,000.00
	Staff Training	1408	\$15,000.00
	Outreach for Applicants	1408	\$36,570.00
	Traveling Cloth.	1408	\$23,856.00
	Rehab Salary 34%	1408	\$300,000.00
	Nontechnical Salaries	1410.01	\$55,860.00
	Technical Salaries	1410.02	\$275,290.00
	Employee Benefits (22%)	1410.09	\$71,540.00
	Printing CFP	1410.12	\$1,500.00
	Advertising Costs	1410.19	\$3,000.00
	Audit Costs	1411	\$6,500.00
	A & E Misc.	1430.01	\$15,000.00
	A & E Central Office & Maint. Mech.	1430	\$9,423.00
	A & E Central Office & Maint. Roofs	1430	\$6,200.00
	Asbestos & LBP Tests	1430.02	\$2,000.00
	Reproduction costs for A & E	1430.19	\$1,000.00
Utility Lines	1450	\$15,000.00	

Dev.	Desc.	Act. #	Amount
OK-00-00/ HA Wide	Complete exterior/interior mod of vacant units	1460	\$75,000.00
	Asbestos & LBP Abatement	1460	\$2,000.00
	Central Office & Maint. Roofs	1470	\$144,845.00
	Update C.O. and Maint. Mech Sys	1470	\$154,808.00
	Computer Equipment	1475.01	\$15,000.00
	Bulletproof Vests	1475.01	\$6,120.00
	Bike Uniforms	1475.01	\$890.00
	Replace damaged uniforms	1475.01	\$2,000.00
	Security Radios	1475.01	\$5,000.00
	Bike for Security Patrol	1475.01	\$915.00
	Maintenance Tools	1475.02	\$5,000.00
	Grounds Equipment	1475.02	\$5,000.00
	Lobby Furnishings	1475	\$7,000.00
	Tech Services Pick Up	1475	\$16,000.00
	Contingency	1502	\$46,000.00
	Relocation	1495	\$1,000.00

OK-02-01/ Will Rogers Courts	A&E Breaker Boxes, Etc.	1430	\$36,178.00
	Breakers, panel boxes & meter bases	1460	\$594,357.00
OK-02-07/ Oak Grove	Reroof Phase 1 34 Bldgs	1460	\$680,000.00
	Exterior Repairs	1460	\$30,000.00
	Vinyl Siding repairs/cleaning	1460	\$30,000.00
OK-02-08/ The Towers	Exterior Coating Repairs	1460	\$8,000.00
OK-02-09/ Classen Center	Exterior Coating Repairs	1460	\$2,000.00
	Automatic Entrance Door	1460	\$17,500.00
	Site fence around mechanical	1450	\$1,500.00
OK-02-12/ Ambassador Courts	Vinyl Siding repairs/cleaning	1460	\$30,000.00
OK-02-13/ Sooner Haven	Mod 20 Units	1460	\$290,000.00
OK-02-14/ Fred Factory	Reroof 13 Buildings	1460	\$162,662.00
OK-02-15/ Danforth Center	Exterior Coating Repairs	1460	\$2,000.00
	Repaint balcony rails/doors & windows with rustproof paint Tuckpoint cracks in brick	1460	\$5,000.00
OK-02-18/ Andrews Square	A&E Nurse Call System	1430	\$38,111.00
	Emergency/Nurse call system	1460	\$626,103.00

	Automatic Entrance Doors With card reader	1460	\$15,000.00
OK-02-23/ Reding Center	Tuckpointing/Exterior Repairs	1460	\$23,250.00
OK-02-30/ Candle Lake Senior Center	A & E Mech., Return Lines, Meters	1430	\$20,791.00
	Repair return lines on 1 st floor Add water softner & circulating Pump and Mech system	1460	\$159,620.00
	Meter Bases	1460	\$137,392.00
00-02-32/ Scattered	Exterior Repairs	1460	\$40,000.00
00-02-35/ Scattered	Exterior Repairs	1460	\$40,000.00
00-02-36/ Scattered	Exterior Repairs	1460	\$40,000.00
00-02-38/ Scattered	Exterior Repairs	1460	\$40,000.00
Grand Total			\$5,059,820.00

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
OK-00-00 HA Wide	9/30/03	9/30/05
OK-02-01 Will Rogers	9/30/03	9/30/05
OK-02-04 Marie McGuire	9/30/03	9/30/05
OK-02-07 Oak Grove	9/30/03	9/30/05
OK-02-08 The Towers	9/30/03	9/30/05
OK-02-11 Shartel Towers	9/30/03	9/30/05
OK-02-12 Ambassador	9/30/03	9/30/05
OK-02-13 Sooner Haven	9/30/03	9/30/05
OK-02-15 Danforth Center	9/30/03	9/30/05
OK-02-23 Reding Center	9/30/03	9/30/05
OK-02-25 Wyatt F Jeltz	9/30/03	9/30/05
OK-02-29 Hillcrest	9/30/03	9/30/05
OK-02-30 Candle Lake	9/30/03	9/30/05

(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

-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)

		Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA Wide) HA Wide	Number Vacant Units	% Vacancies in Development	
OK-00-00		252	8%	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA (Fiscal Year))
Operating Budget			350,000	2002
Security Guards			164,287	
Security Training			25,000	
Computer Software			7,000	
Staff Training			10,000	
Senior Lunch Program			210,000	
Homeless Coordinator			20,007	
Outreach for Applicants			45,000	
Traveling Clothes Closet			25,526	
Rehab Salary 34%			310,000	
Nontechnical Salaries			57,586	
Technical Salaries			283,548	
Employee Benefits			73,686	
Advertising Costs			3,000	
Audit Costs			6,500	
A & E Misc			15,000	
Asbestos & LBP Testing			2,000	
Reproduction of A & E Material			1,000	
Utility Lines			20,000	
Computer equipment			65,000	
Total estimated cost over next 5 years			Total on page 45	

	Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide) HA Wide	Number Vacant Units	% Vacancies in Development	
OK-00-00		252	8%	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA (Fiscal Year)
Bulletproof vests			7,000	2002
Bike Uniforms			890	
Replacement uniforms for security			2,000	
Security radios			5,000	
Bike for security			915	
Maintenance tools			10,000	
Misc. grounds equipment			15,000	
Lobby furnishings, etc.			10,000	
1 TS vehicle			17,000	
Contingency			60,000	
Operating Budget			367,000	2003
Security Guards			164,287	
Security Training			25,000	
Computer Software			7,000	
Staff Training			10,000	
Senior Lunch Program			210,000	
Homeless Coordinator			20,007	
Outreach for Applicants			45,000	
Traveling Clothes Closet			25,526	
Rehab Salary 34%			310,000	
Nontechnical Salaries			57,586	
Technical Salaries			283,548	
Employee Benefits			73,686	
Advertising Costs			3,000	
Audit Costs			6,500	
A & E Misc			15,000	
Asbestos & LBP Testing			2,000	
Reproduction of A & E Material			1,000	
Utility Lines			20,000	
Computer equipment			15,000	
Total estimated cost over next 5 years			Total on page 45	

	Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	
OK-00-00	HA Wide	252	8%	
Description of Needed Physical Improvements Or Management Improvements			Estimated Costs	Planned Start Date (HA Year)
Bulletproof vests			7,000	2003
Bike Uniforms			890	
Replacement uniforms for security			2,000	
Security radios			5,000	
Bike for security			915	
Maintenance tools			10,000	
Misc. grounds equipment			15,000	
Lobby furnishings, etc.			10,000	
Contingency			60,000	
Operating Budget			30,000	2004
Security Guards			164,287	
Security Training			25,000	
Computer Software			7,000	
Staff Training			10,000	
Senior Lunch Program			210,000	
Homeless Coordinator			20,007	
Outreach for Applicants			45,000	
Traveling Clothes Closet			25,526	
Rehab Salary 34%			310,000	
Nontechnical Salaries			57,586	
Technical Salaries			283,548	
Employee Benefits			73,686	
Advertising Costs			3,000	
Audit Costs			6,500	
A & E Misc			15,000	
Asbestos & LBP Testing			2,000	
Reproduction of A & E Material			1,000	
Foundation Repair/Replace Concrete			20,000	
Utility Lines			20,000	
Exterior/Interior modernization			167,000	
Vinyl Siding			20,000	
Floor Tile			20,000	
Roof			20,000	
Bath tub repair/replace			20,000	
Computer equipment			15,000	
Replace wooden screen doors with Steel-200 each year			70,000	
Bulletproof vests			7,000	
Bike Uniforms			890	
Replacement uniforms for security			2,000	

Total estimated cost over next 5 years	Total on page 45
Security radios	5,000
Bike for security	915
Maintenance tools	10,000
Misc. grounds equipment	15,000
Lobby furnishings, etc.	10,000
Landscape Improvements	20,000
Garage Doors	20,000
Contingency	60,000
Operating Budget	350,000
Security Guards	164,287
Security Training	25,000
Computer Software	7,000
Staff Training	10,000
Senior Lunch Program	210,000
Homeless Coordinator	20,007
Outreach for Applicants	45,000
Traveling Clothes Closet	25,526
Rehab Salary 34%	310,000
Nontechnical Salaries	57,586
Technical Salaries	283,548
Employee Benefits	73,686
Advertising Costs	3,000
Audit Costs	6,500
A & E Misc	15,000
Asbestos & LBP Testing	2,000
Reproduction of A & E Material	1,000
Foundation Repair/Replace	20,000
Concrete	20,000
Utility Lines	20,000
Exterior/Interior modernization	167,000
Vinyl Siding	20,000
Floor Tile	20,000
Roof	20,000
Bath tub repair/replace	20,000
Computer equipment	15,000
Replace wooden screen doors with Steel-200 each year	70,000
Bulletproof vests	7,000
Bike Uniforms	890
Replacement uniforms for security	2,000
Security radios	5,000
Bike for security	915
Maintenance tools	10,000
Misc. grounds equipment	15,000
Lobby furnishings, etc.	10,000
Landscape Improvements	20,000
Garage Doors	20,000

2005

Total estimated cost over next 5 years	Total on page 45	2006
Contingency	60,000	
Operating Budget	500,000	
Security Guards	164,287	
Security Training	25,000	
Computer Software	7,000	
Staff Training	10,000	
Senior Lunch Program	210,000	
Homeless Coordinator	20,007	
Outreach for Applicants	45,000	
Traveling Clothes Closet	25,526	
Rehab Salary 34%	310,000	
Nontechnical Salaries	57,586	
Technical Salaries	283,548	
Employee Benefits	73,686	
Advertising Costs	3,000	
Audit Costs	6,500	
A & E Misc	15,000	
Asbestos & LBP Testing	2,000	
Reproduction of A & E Material	1,000	
Foundation Repair/Replace	20,000	
Concrete	20,000	
Utility Lines	20,000	
Exterior/Interior modernization	150,000	
Vinyl Siding	20,000	
Floor Tile	20,000	
Roof	20,000	
Bath tub repair/replace	20,000	
Computer equipment	15,000	
Replace wooden screen doors with	70,000	
Steel-200 each year		
Bulletproof vests	7,000	
Bike Uniforms	890	
Replacement uniforms for security	2,000	
Security radios	5,000	
Bike for security	915	
Maintenance tools	10,000	
Misc. grounds equipment	15,000	
Lobby furnishings, etc.	10,000	
1 TS vehicle	17,000	
Landscape Improvements	20,000	
Garage Doors	20,000	
Contingency	\$160,000	

Total estimated cost over next 5 years	\$10,299,725	
--	--------------	--

		Optional 5-Year Action Plan Tables	
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development
OK-02-01	Will Rogers Courts	22	6%
Description of Needed Physical Improvements or Management Improvements		Estimated Costs	Planned Start Date (HA Fiscal Year)
Parking/Driveways		100,000	2002
Exterior Coating & Tuckpointing			
Phase 1 40 Buildings		200,000	2003
Phase 2 43 Buildings		215,000	2004
Replace access cover to Crawl space with metal Grills spaced to deny Access by animals		50,000	2004
A & E Community Center		14,000	2006
Mod Community Center Renovation/Expansion		200,000	2006
Total estimated cost over next 5 years		\$779,000	

	Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	
OK-02-03	JFK SCATTERED SITES	23	7%	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA Fiscal Year)
Exterior Repairs			50,000	2002
Interior Mod			50,000	2002
Access panels under Northeast Duplexes			10,000	2004
Replace wooden screen Doors with metal 200 @350			70,000	2004
Exterior Repairs			50,000	2006
Interior Mod			150,000	2006
Total estimated cost over next 5 years			\$380,000	

	Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	
OK-02-04	Marie McGuire Plaza	39	19	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA Fiscal Year)
A & E Windows			\$15,400	2004
Window Replacement Storms, prime & screens			\$220,000	2004
Antiscald valves			\$160,800	2004
A & E Convert 0 bedrooms To 1 bedroom apts			18,000	2004
Convert 60 0 bed To 30 1 bedroom apt			\$300,000	2004
Total estimated cost over next 5 years			\$714,200	

	Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	
OK-02-07	Oak Grove	28	10%	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA Fiscal Year)
A & E 2 story sewerlines			\$7,600	2002
Reroof Phase 2 - 34 buildings			\$680,000	2002
Interior Mod 10 units			\$60,000	2002
Replace sewer lines on 2 story units from house service to upstairs bathroom			\$110,000	2002
Laundry Facility			\$50,000	2002
Reroof Phase 3 Final 45 buildings			\$900,000	2003
Interior Mod 15 units			\$139,911	2003
Interior Mod 59 units			\$531,796	2004
Interior Mod 40 units			\$360,000	2005
Interior Mod 40 units			\$360,000	2006
Total estimated cost over next 5 years			\$3,199,307	

	Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	
OK-02-08	The Towers	13	9%	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA Fiscal Year)
A & E Evaluation to Mod 2nd floor sun deck			\$ 5,000	2002
A & E Water line & Mech			\$ 31,206	2002
Hot/cold water lines & update mech. system			\$1,040,182	2002
Install security screen in apt 309			\$ 300	2002
Automatic entrance doors w/card reader			\$ 39,000	2004
Modernize bathrooms & kitchens				
Normel 22 units			\$ 198,000	2005
Bel Aire 20 Units			\$ 180,000	2005
Sundeck			\$ 247,957	2006
Security lights			\$ 34,000	2006

Total estimated cost over next 5 years	\$1,775,645
--	-------------

Development Number	Optional 5-Year Action Plan Tables Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	Description of Needed Physical Improvements or Management Improvements	Estimated Costs	Planned Start Date (HA Fiscal Year)
OK-02-09	Classen Center	1	1%			
				Repair/replace laundry windows	\$ 15,000	2004
				Security light	\$ 17,000	2005
				Provide an air cover for existing heat coil units which are hanging exposed on the end of hallways	\$ 50,000	2005

Total estimated cost over next 5 years	\$82,000
--	----------

Development Number	Optional 5-Year Action Plan Tables Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	Description of Needed Physical Improvements or Management Improvements	Estimated Costs	Planned Start Date (HA Fiscal Year)
OK-02-11	Shartel Towers	12	6%			
				A & E Trash Chute	\$ 4,900	2003
				Driveway/parking lot repairs	\$ 60,500	2002
				Trash Chute	\$ 70,000	2003
				Repair wall and door systems at balconies	\$ 35,000	2005
				3 Security lights	\$ 51,000	2005
				Interior Mod (10 units)	\$ 100,000	2006
Total estimated cost over next 5 years					\$321,400	

	Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development
OK-02-12	Ambassador Courts	23	12%
Description of Needed Physical Improvements or Management Improvements		Estimated Costs	Planned Start Date (HA Fiscal Year)
Replace hot water tanks, t & P valves and furnaces @ 1,036 ea.		\$ 207,200	2002
Laundry facility		\$ 50,000	2003
Interior mod 15 units		\$ 135,000	2004
		\$ 135,000	2005
Interior mod 30 units		\$ 270,000	2006
Termite Treatment		\$ 20,000	2005
Total estimated cost over next 5 years		\$817,200	

	Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	
OK-02-13	Sooner Haven	16	11%	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA Fiscal Year)
A & E Comm Center & MGR's office			\$ 7,000	2003
Mod Comm. Center & MGR's office			\$ 100,000	2003
Mod 21 units			\$ 252,000	2002
Mod 21 units			\$ 252,000	2003
Mod 21 units			\$ 252,000	2004
Laundry facility			\$ 70,000	2004
Mod 42 units			\$ 504,000	2005
Total estimated cost over next 5 years			\$1,437,000	

	Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA Wide) Fred Factory Garden	Number Vacant Units 37	% Vacancies in Development 50%
Description of Needed Physical Improvements or Management Improvements		Estimated Costs	Planned Start Date (HA Fiscal Year)
Replace 20 damaged ties		\$ 40,000	2002
Security guard house & security gate		\$ 30,000	2003
A & E Comm Center		\$ 7,000	2006
Mod Comm Center		\$ 100,000	2006
Total estimated cost over next 5 years		\$177,000	

	Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	
OK-02-15	Danforth Center	5	5%	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA Fiscal Year)
Replace venthoods/\$184 ea			\$ 18,584	2002
Retile C.C. Dining Area			\$ 20,000	2002
Ranges & Refrig.			\$ 66,787	2002
Handrails in trashrooms			\$ 15,000	2003
Hallway lighting			\$ 45,000	2003
Retaining walls			\$ 28,411	2003
Repair/paint walls & doors in common areas and entrance to units			\$ 30,000	2005
Install kitchen lights in units @ 250			\$ 25,250	2005
Parking lot repairs			\$ 40,000	2005
Install handicap bar at front entry			\$ 5,000	2005
Security light			\$ 17,000	2005
Interior Mod (10 Units)			\$ 100,000	2006

Total estimated cost over next 5 years

\$411,032

		Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	
OK-02-18	Andrews Square	6	3%	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA Fiscal Year)
Concrete/parking lot repair			\$ 70,000	2004
Interior mod			\$ 90,000	2005
Miniblinds			\$ 25,000	2005
Security light			\$ 17,000	2005
Trash chute washer			\$ 70,000	2006

Total estimated cost over next 5
years

\$272,000

	Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development
OK-02-21	JFK Scattered	0	0%
Description of Needed Physical Improvements or Management Improvements			Estimated Costs
Storm Windows and Doors			11,075
Total estimated cost over next 5 years			\$11,075

	Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development
OK-02-23	Reding Senior Center	0	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Costs	Planned Start Date (HA Fiscal Year)
Interior Mod 10 units		\$ 90,000	2003
		\$ 90,000	2004
		\$ 90,000	2005
		\$ 90,000	2006
Replace trellis by laundry facilities		\$ 4,000	2003
Guttering		\$ 93,000	2004
Site-proof fence on south side		\$ 21,000	2006
Security lights at Bldgs 18 & 20		\$ 34,000	2006
A & E Comm Center Mod		\$ 7,000	2006
Comm Center Mod		\$ 100,000	2006
Total estimated cost over next 5 years		\$619,000	

	Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development	
OK-02-25	Jeltz Senior Center	86	43%	
Description of Needed Physical Improvements or Management Improvements			Estimated Costs	Planned Start Date (HA Fiscal Year)
Handicap seats in showers 20 handicap units			\$ 21,277	2002
Replace venthoods			\$ 37,168	2002
Interior Mod 10 units			\$ 90,000	2002
			\$ 90,000	2004
			\$ 90,000	2005
			\$ 90,000	2006
A & E Fire Alarm/Emerg Call System			\$ 46,895	2003
A & E Elevator			\$ 34,581	2003
Fire Alarm & Emerg Call			\$ 628,475	2003
Elevator			\$ 523,911	2003
Ranges & Refrig			\$ 124,218	2005
Antiscald valves			\$ 65,000	2005
Hallway tile			\$ 50,000	2005
A & E Windows			\$ 14,008	2005
Replace windows			\$ 200,111	2005
A & E Bedroom Conversion			\$ 3,500	2006

Convert 5 1-bedroom units to 2 bedroom units	\$ 50,000	2006
Miniblinds	\$ 35,000	2006
Total estimated cost over next 5 years	\$2,194,144	

	Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development
OK-02-29	Hillcrest Senior Center	2	2%
Description of Needed Physical Improvements or Management Improvements		Estimated Costs	Planned Start Date (HA Fiscal Year)
Ranges & Refrig.		\$ 66,787	2002
A & E Window/wall repairs		\$ 3,500	2003
Window/wall repairs		\$ 50,000	2003
Ranges & Refrigerators		\$ 64,291	2003
A & E Mod Common area/ kitchen/replace 1st floor tile		\$ 30,000	2004
Update Common area		\$ 100,000	2004
Interior mod		\$ 86,722	2005
Interior mod		\$ 162,418	2006
Security light		\$ 17,000	2006
Front entry sign & light		\$ 20,000	2006
Insulate chilled water lines		\$ 50,000	2006
Parking lot repairs		\$ 50,000	2006
Total estimated cost over next 5 years		\$700,718	

	Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development
OK-02-30	Candle Lake Senior Ctr.	0	0%
Description of Needed Physical Improvements or Management Improvements			Estimated Costs
			Planned Start Date (HA Fiscal Year)
Parking lot repairs & handicap ramp			\$ 50,000 2002
Venthoods			\$ 18,584 2002
A & E Elevator			\$ 20,469 2004
Automatic door entry w/security card reader			\$ 20,000 2004
Elevator			\$ 292,410 2004
Bathroom sinks/faucets @ \$400			\$ 40,400 2005
Patio doors @ \$800			\$ 80,800 2005
Erosion repairs			\$ 15,000 2005
Ranges & Refrigerators			\$ 64,291 2005
Stairtreads for back stairs			\$ 20,000 2005
Resurface dining area floors			\$ 50,000 2005
A & E Comm. Ctr Kitchen			\$ 7,000 2005
Mod Comm Ctr Kitchen			\$ 100,000 2005
Miniblinds			\$ 35,000 2006
Interior Mod			\$ 190,000 2006
Total estimated cost over next 5 years			\$1,003,954

	Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA Wide)	Number Vacant Units	% Vacancies in Development
OK-02-34	Scattered	1	2%
Description of Needed Physical Improvements or Management Improvements			Estimated Costs
Vinyl Siding			\$104,700
			2002
Total estimated cost over next 5 years			\$104,700

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.)

Two units were demolished in 2000.

2. Activity Description

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

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

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities [24 CFR Part 903.7 9 (i)]

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

According to regulations High Performers are Exempt.

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

According to regulations High Performers are Exempt.

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

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

2. Activity Description

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

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

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

According to regulations High Performers are Exempt.

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.)

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-Sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

We are exempt.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements: _____

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:
(select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

We are exempt from components A, B, and C.

A. Need for measures ~~to ensure the safety of public housing residents~~

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, ~~quantifiable success with previous or ongoing anticrime/anti drug programs~~
- Other (describe below)

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

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: OK002a01)

14. PET POLICY

[24 CFR Part 903.7 9 (n)]

The Oklahoma City Housing Authority has for many years allowed pet ownership by persons residing in our housing developments. Article III, Section 3.04, paragraph 1. of our current Dwelling Lease reads "Pets shall be maintained in Dwelling Units only upon the Tenant's obtaining written permission from the appropriate Housing Manager. Any permission pertains only to pets owned by Tenants and visitors pets are not allowed. In family housing developments such permission will be granted only in accordance with the Dwelling Lease. The Tenant is required to provide proper and suitable care and shelter for the pet. One (1) pet, either cat or dog, per family unit will be allowed. Pets may not exceed fifteen (15) pounds in weight or fifteen (15) inches in height."

Section 526 of the Quality Housing and Work Responsibility Act of 1998 added new Section 31 (captioned "Pet Ownership in Public Housing") to the United States Housing Act of 1937. Section 31 establishes pet ownership requirements for residents of public housing other than federally assisted rental housing for elderly or persons with disabilities. Section 31 of the 1937 Act does not apply to public housing that is federally assisted rental housing for the elderly or persons with disabilities. Section 227 of the Housing and Urban-Rural Recovery Act of 1983 covers pet ownership requirements for this type of housing. The new Section 31 relating to family housing developments does not alter or affect the 1983 elderly housing regulations in any way.

The Department of Housing and Urban Development (HUD) issued the final rule on July 10, 2000 to be effective August 9, 2000. The Oklahoma City Housing Authority reviewed its existing polices to insure both compliance with the Regulation and to best meet the needs and desires of all our residents (both pet owners and nonpet owners) and found no mandatory changes will be required.

The inherent responsibility of pet ownership becomes intensified when it occurs in multifamily apartment complexes. We will attempt to develop a policy which is in the best interest of all our residents and their pets as well. Once established, the policy will be reviewed periodically to insure it continues to meet these needs.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)

2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
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.

We are exempt.

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment (File name)

Provided below:

The Resident Advisory Board received copies of the Plan's Executive Summary prior to their meeting and were afforded special opportunities to review the Plan. On August 27, 1999, 22 members of the Board (public housing and Section 8 residents) met and discussed the Plan. All persons attending were very supportive and complimentary. No changes were recommended.

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

Considered comments, but determined that no changes to the PHA Plan were necessary.

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

List changes below:

Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria 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) The Mayor selects the candidate

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) No votes are cast

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: Oklahoma City, Oklahoma

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.
 - Other: (list below)

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

D. Other Information Required by HUD

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

Attachments

Use this section to provide any additional attachments referenced in the Plan

FY 2000 Drug Elimination Grant - Attachment OK002a01

Statement of Progress

Attachment to the
FY 2001 Annual Plan

The Oklahoma City Housing Authority had good success in meeting several goals and objectives listed in the Five Year Plan (FY 2000 - FY 2004).

Specifically, we applied for many more Section 8 Vouchers than planned. We applied for Mainstream Vouchers, Family Unification Vouchers, Fair Share Vouchers, Demolition/Replacement Vouchers, and Designate Housing Support Vouchers. These Vouchers will allow the Authority the ability to offer many more housing opportunities to citizens of Oklahoma City.

During FY 2000 we implemented site-based waiting lists at each of the 10 Senior Citizen Developments. This opportunity began September 1, 2000 and, therefore, has not provided enough data for thorough evaluation. Early reports do show some success at leasing developments with lower occupancy.

During FY 2000 we also sought and received approval to designate four additional sites as senior only. The result is geographically dispersed housing options for mixed-aged living and senior-citizen living.

During the remaining four years of our first Five Year Plan we plan to implement a Section 8 Homeownership Program and a Community Service Program to ensure many additional opportunities are available to our residents. We look forward to continuing our efforts to provide affordable, decent, safe and sanitary housing assistance with quality environments and opportunities to low income people of Oklahoma City.

Section 8 Homeownership Capacity Statement

Attachment to the
FY 2001
Annual Plan

The Oklahoma City Housing Authority will make available, on a limited basis, to participants in the Section 8 Housing Choice Voucher Program the option of Section 8 Homeownership. The Homeownership option is used to assist a family residing in a home purchased or owned by one or more family members.

The Authority for many years has been an active partner in Homeownership Programs geared toward low-income families. The Authority has participated in Homeownership Buyer Education Programs, housing counseling and is an active member of the Oklahoma City Homeownership Partnership. The Authority has a successful Section 8 Family Self-Sufficiency Program with 75 slots.

The Program Coordinating Committee for the Family Self-Sufficiency Program is comprised of other agencies who deal primarily with issues related to Homeownership, including but not limited to, Consumer Credit Counseling, Neighborhood Housing Services, Habitat for Humanity for Central Oklahoma, etc.

The Oklahoma City Housing Authority believes it has the capacity, and will continue to work toward acquiring additional capacity, to successfully operate a Section 8 Homeownership Program.

Resident Member on Board of Commissioners

Attachment to the
FY 2001
Annual Plan

The Bylaws of the Oklahoma City Housing Authority require that one (1) member of the five (5) member Board of Commissioners be a resident of Oklahoma City Housing Authority property. The Commissioners are appointed by the Mayor of Oklahoma City and serve a three (3) year term.

At present, Ms. Betty Curlee serves as a Commissioner and is a resident of the Louis F. Danforth Senior Center. Her current term expires June 30, 2002.

Membership of the Resident Advisory Board

(as of September, 2000)

Oklahoma City, OK 73198

Marie McGuire Plaza OKLA 2-4

Ms. Effie Yott (member)
1316 N.E. 12th #719
Oklahoma City, OK 73117

The Towers Apartments OKLA 2-8

Ms. Alena Gentry (member)
1014 N. Robinson #2E
Oklahoma City, OK 73102

Classen Senior Center OKLA 2-9

Ms. Fran Wellner (member)
913 N.W. 12th #207
Oklahoma City, OK 73106

Shartel Towers OKLA 2-11

Mr. Robin Mizell (member)
5415 S. Shartel #213
Oklahoma City, OK 73109

Louis F. Danforth Center 2-15

Ms. Ozella Vaeth (member)
5301 N. Meridian #110
Oklahoma City, OK 73112

Andrews Square OKLA 2-18

Mr. Joe Wilmoth (member)
2101 S. Harvey #120
Oklahoma City, OK 73109

Reding Senior Center OKLA 2-23

Ms. Joyce Staton (member)
1008 C S.W. 38th
Oklahoma City, OK 73109

Wyatt F. Jeltz Center OKLA 2-25

Ms. Jackie Clark (member)
1225 N. Kate #67
Oklahoma City, OK 73117

Hillcrest Senior Center 2-29

vacant (member)

Candle Lake Senior Center 2-30

Vacant (member)

Will Rogers Courts OKLA 2-1

Ms. Pat Evans (member)
1500 Westwood

Mr. David Salzwedel (alternate)
1316 N.E. 12th #1108
Oklahoma City, OK 73117

Mr. James Perry (alternate)
135 N.W. 9th #108
Oklahoma City, OK 73102

Ms. Norma Gardenhire (alternate)
913 N.W. 12th #201
Oklahoma City, OK 73106

Ms. Thelma Minor (alternate)
5415 S. Shartel #637
Oklahoma City, OK 73109

Ms. Georgia Missel (alternate)
5301 N. Meridian #204
Oklahoma City, OK 73112

Mr. Donald Baker (alternate)
2101 S. Harvey #103
Oklahoma City, OK 73109

Ms. Allene Koenig (alternate)
1024 D S.W. 38th
Oklahoma City, OK 73109

Mr. Billy Rindle (alternate)
1225 N. Kate #101
Oklahoma City, OK 73117

vacant (alternate)

vacant (alternate)

vacant (alternate)

811 N.W. 24th
Oklahoma City, OK 73106

Resident Advisory Board
9/00
Page 2

Oak Grove OKLA 2-7

Ms. Patricia Sabatino (member)
3349 S.W. 17th
Oklahoma City, OK 73108

Ambassador Courts OKLA 2-12

Mr. John Pops Smith (member)
926 S.E. 15th
Oklahoma City, OK 73129

Sooner Haven OKLA 2-13

Ms. Ada Lowe (member)
1426 N.E. 36th
Oklahoma City, OK 73111

Fred Factory Gardens OKLA 2-14

vacant (member)

Scattered Sites

Ms. Linda Harrison
2400 E. Madison
Oklahoma City, OK 73111

Section 8

Debra Schweickart
2413 N.W. 17th
Oklahoma City, OK 73107

Ruth Hill
1919 A N.W. 11th
Oklahoma City, OK 73106

Michelle Yearby
5217 Creekwood Terr
Oklahoma City, OK 73135

Betty Poole
1528 N.W. 10th
Oklahoma City, OK 73106

Hope Richardson

Mr. Daniel Davis (alternate)
3385 S.W. 17th
Oklahoma City, OK 73108

Ms. Estella Joy Halton
(alternate)
940 S.E. 15th
Oklahoma City, OK 73129

vacant (alternate)

vacant (alternate)

Mr. Levert Lewis (alternate)
2030 N.E. 27th
Oklahoma City, OK 73111

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

- A. Amount of PHDEP Grant \$ 723,657
- 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

Congressional Notification Information

The Oklahoma City Housing Authority will pursue and continue successful drug elimination activities and events that will direct residents to build stronger knit communities. This will be accomplished by continuing security measures that make the units safe; continue supportive services to increase the quality and quantity of the programs provided to the residents; increase programs available to youth and adults to prevent drug-related crime. Recreation, education, and prevention programs will be offered at no cost to the resident.

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)
Please see attached list.		

OKLAHOMA CITY HOUSING AUTHORITY
THE LOCATIONS AND
UNIT COUNTS OF THE DEVELOPMENTS TARGETED FOR ASSISTANCE

Program Funding:
FY 2001 Capital Fund
FY 2001 Public Housing Drug Elimination Program

All units are located in Oklahoma City, Oklahoma County, Oklahoma.

Will Rogers Courts
1620 Heyman 73108
UNITS: 347

Oak Grove
3301 Southwest 17th 73108
UNITS: 286

Ambassador Courts
800 Southeast 15th 73129
UNITS: 196

Sooner Haven
1444 Northeast 36th 73111
UNITS: 150

Fred Factory Gardens
3901 Dunjee 73084
UNITS: 74

Scattered Site Homes
Oklahoma City, OK
UNITS: 641

Marie McGuire Plaza
1316 Northeast 12th 73111
UNITS: 201

Shartel Towers
5415 South Shartel 73109
UNITS: 201

Louis F. Danforth Senior Center
5301 North Meridian 73112
UNITS: 101

Andrews Square
2101 South Harvey 73109
UNITS: 201

Reding Senior Center
1000 Southwest 38th 73109
UNITS: 101

Wyatt F. Jeltz Center
1225 North Kate 73117
UNITS: 201

Hillcrest Senior Citizen Center
2325 Southwest 59th 73119
UNITS: 101

Candle Lake Senior Center
3540 Northwest 56th 73112
UNITS: 101

The Towers Apartments
135 Northwest 9th 73102
UNITS: 140

Classen Senior Center
913 Northwest 12th 73106
UNITS: 100

The Central Office is located at
1700 Northeast Fourth Street 73117

We also own 15 nondwelling units which are included in our total unit count.

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 _____ 18 Months _____ 24 Months X Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$785,500	OK56DEP0020195	0		02/24/1998
FY 1996	\$785,500	OK56DEP0020196	0		10/10/1998
FY 1997	\$817,180	OK56DEP0020197	0		11/27/1999
FY 1998	\$816,920	OK56DEP0020198	\$359,061.38		10/31/2000
FY 1999	\$694,352	OK56DEP0020199	\$648,136.25		12/29/2001
FY 2000	\$723,657	Unknown	\$723,657		unknown

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 objective of OCHA’s drug elimination program is to eliminate all drug-related criminal activity occurring on our developments. Several goals are outlined in Section C below. We work with several agencies to enhance the HUD-funded drug elimination program. Those services include childcare providers, crime prevention programs and community enrichment programs. In order to evaluate the program we employ a Youth Services Coordinator who visits each on-site contractor a minimum of once per week to ensure their programs are in compliance with their contract. We also request funds under each PHDEP to hire an outside evaluation team to determine if the enacted strategies are leading to changes and to determine if program modifications should be made.

B. PHDEP Budget Summary

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

FY <u>2001</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	\$375,000.00
9130 - Employment of Investigators	\$50,399.00
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$ 298,258.00
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	\$ 723,657.00

C. PHDEP Plan Goals and Activities

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

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

9120 – Security Personnel						Total PHDEP Funding: \$ 375,000.00	
Goal(s) Retain officers							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount)	Performance Indicators

	Served					/Source)	
1. Employ 16 Officers			1/2001	12/2002	\$375,000	0	16 officers on staff
2.							
3.							

9130 – Employment of Investigators						Total PHDEP Funding: \$ 50,399.00	
Goal(s)	Retain Investigator						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Employ Investigator			1/2001	12/2002	\$50,399	0	Investigator on staff
2.							
3.							

9140 – Voluntary Tenant Patrol						Total PHDEP Funding: \$	
Goal(s)	N/A						
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 – Physical Improvements						Total PHDEP Funding:	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							

3.

9160 - Drug Prevention					Total PHDEP Funding: \$ 298,258		
Goal(s)							
Objectives	Involve residents in planning, continue community participation, continue employment training program, employ residents,						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Support Services/ Resident Training Coord	1	Staff	Mth 1	Mth 24	\$24,300	0	Staff administering PHDEP
2. Youth Services Coord	1	Staff	Mth 1	Mth 24	\$15,600	0	Staff monitoring PHDEP
3. Learning Lab	250	Adults	Mth 1	Mth 24	\$27,600	0	Learning Lab attendance and graduates to employment
4. Salvation Army Boys and Girls Club	500	Youth	Mth 1	Mth 24	\$3,600	0	Youth participation
5. Recreation	500	Youth	Mth 1	Mth 24	\$63,800	0	Youth participation
6. Boy Scouts	100	Teenage Youth	Mth 1	Mth 24	\$1,800	0	Youth enrolled
7. Turning Point Counseling	250	Youth and Adults	Mth 1	Mth 24	\$34,000	0	Counseling provided
8. Girl Scouts	100	Youth	Mth 1	Mth 24	\$5,454	0	Youth participation
9. Oklahoma State University 4-H	500	Youth	Mth 1	Mth 24	\$16,980	0	Youth participation, residents hired
10. Eagle Ridge	200	Youth	Mth 1	Mth 24	\$56,550	0	Youth participation
11. Newsletter	100%	Adults and Youth	Mth 1	Mth 3	\$6,000	0	Newsletter published by residents
12. Evaluation	100%	Adults and Youth	Mth 13	Mth 24	\$5,500	0	Evaluation report received
13. Insurance	100%	Adults and Youth	Mth 1	Mth 24	\$3,000	0	Vehicles available for use
14. Supplies	500	Youth	Mth 1	Mth 24	\$5,000	0	Supplies available for youth participating in program
15. Scholarships	5	Adults	Mth 1	Mth 24	\$2,500	0	Scholarships awarded
16. Fuel	100%	Adults and Youth	Mth 1	Mth 24	\$6,574	0	Vehicles available for use
17. Tutoring Center	250	Youth	Mth 1	Mth 24	\$9,000	0	Youth participation, better school attendance
18 Van Driver	1	Staff	Mth 1	Mth 24	\$11,000	0	Vehicles available for use

9170 - Drug Intervention					Total PHDEP Funding: \$		
---------------------------------	--	--	--	--	--------------------------------	--	--

Goal(s) N/A							
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) N/A							
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) N/A							
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	Total PHDEP Funding Expended	50% Obligation of Total Grant Funds	Total PHDEP Funding Obligated
--------------------	--------------------------------	------------------------------	-------------------------------------	-------------------------------

	Funds By Activity #	(sum of the activities)	by Activity #	(sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	N/A	0	N/A	0
9120	Activity 1	\$300,000	Activity 1	\$75,000
9130	Activity 1	\$40,319	Activity 1	\$10,080
9140	N/A	0	N/A	0
9150	N/A	0	N/A	0
9160	Activity 1, 2, 5, 7, 8, 9, 10, 11	\$109,458	Activity 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18	\$188,800
9170	N/A	0	N/A	0
9180	N/A	0	N/A	0
9190	N/A	0	N/A	0
TOTAL		\$449,777		\$273,880

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.”