

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

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# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2005  
Annual Plan for Fiscal Year 2001

**Housing Authority of the City of Hugo**

## PHA Plan Agency Identification

**PHA Name:** Housing Authority of the City of Hugo

**PHA Number:** OK-44

**PHA Fiscal Year Beginning: (01/2001)**

### **PHA Plan Contact Information:**

**Name:** Stan Self, Executive Director

**Phone:** (580) 326-3348

**TDD:**

**Email (if available):** sself@1starnet.com

### **Public Access to Information**

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

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

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

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

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

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

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

**PHA Programs Administered:**

Public Housing and Section 8     Section 8 Only     Public Housing Only

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2005**  
[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: (state mission here)

**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: The Authority will apply for additional rental vouchers as resources are identified.
  - Reduce public housing vacancies: To reduce public housing vacancies by an average of 5% over the five year period.
  - Leverage private or other public funds to create additional housing opportunities: As resources are identified the Authority may leverage additional funds to provide/create additional housing opportunities.
  - Acquire or build units or developments, seek to identify and/or leverage funds available and apply for funding applicable to the mission and needs of the Authority.
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score) Increase the cumulative PHA management score by 10% during the five year period.
  - Improve voucher management: (SEMAP score)

- Increase customer satisfaction: Maintain meetings with residents and the Resident Advisory Board, incorporate viable concerns/improvements into annual housing plans as funding is available.
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)Reduce the time for completing vacant unit turnaround work orders to an average of 5 working days.
  - Renovate or modernize public housing units: Seek formula distribution system funding to provide for the modernization of units on an annual basis in order to maintain the viability of existing units and to maintain the marketability and appeal of our units.
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords: Maintain communication with landlords and potential landlords via: mailing of letters and personal contacts and referrals and by providing technical assistance regarding the program.
  - Increase voucher payment standards
  - Implement voucher homeownership program: Identify programs, develop policies, solicit applications, verify eligibility and issue up to 25 vouchers for homeownership.
  - Implement public housing or other homeownership programs: If funding and/or partnerships are identified the Authority may apply for and/or develop applications and/or plans for homeownership programs for the targeted population(s).
  - 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: Develop policies, market program and provide delivery of services according to HUD requirements.

- 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: Provide for the patrolling of housing areas by security guards, and issuance of authority identification cards and vehicle stickers to all residents. Providing lighting, fencing and other security measurements as identified and budgeted within annual plans.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below) Develop funding applications for the provision of resident services, self sufficiency, housing, economic and community development programs as identified.

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability: The Authority will apply for funding to address residents needs, according to policy will assist and work with residents and TANF recipients to defer income from approved training programs as allowable and may provide facilities for these activities and services and/or may fund specific activities and/or services.
- 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: According to applicable regulations and approved policies the Authority will ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and/or disability.
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: According to

applicable regulations and approved policies the Authority will provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status and/or disability.

- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: The Authority may include renovations of units within its capitol improvement plan(s).
- 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 Authority will continue to operate and maintain its units/programs according to applicable regulations and approved policies. The Authority's plan provides for the continued operation of its units, the provision of modernization and unit improvements, activities and repairs, including the continuation of the Drug Elimination Program activities, security services and may include the leveraging of additional resources for homeownership, training and the promotion of self-sufficiency. The Authority will begin the process of developing a Section 8 Voucher homeownership program according to regulations as published. If applicable program guidelines are published in a timely manner the Authority anticipates completion of the Section 8 Homeownership voucher program guidelines**

## **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.

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### **Attachments**

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

Required Attachments:

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FY 2001 – Original Submission      Annual Plan - Page 6

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

- Admissions Policy for Deconcentration – See Page 53
- FY 2000 Capital Fund Program Annual Statement - See Page 32
- 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 – Attachment A
- Capital Fund Program Replacement Housing Factor Annual Statement
- Public Housing Drug Elimination Program (PHDEP) Plan – Included in plan text, see page 44
- Resident Membership on PHA Board or Governing Body – Included in plan text see page 55 & 56.
- Membership of Resident Advisory Board or Boards – Included in plan text, see pages 55 & 56
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) - Included in plan text, see page 55.
- 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	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
<b>X</b>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	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
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<b>X</b>	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
<b>X</b>	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
<b>X</b>	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
<b>X</b>	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	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	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	other approved proposal for development of public housing	
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
<b>X</b>	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	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
<b>X</b>	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. Summary of Policy or Program Changes for the Upcoming Year**

In this section, briefly describe changes in policies or programs discussed in last year's PHA plan that are not covered in other sections of this update.

There have been no significant changes in policies or programs that were discussed in last year's plan. Changes include the development of a 5 year capital fund program, a pet, community service and deconcentration policy which are included in other sections of this update.

## 2. 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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	406	5	4	1	0	2	3
Income >30% but <=50% of AMI	324	5	4	2	0	1	3
Income >50% but <80% of AMI	507	1	5	2	0	3	4
Elderly	1441	1	3	2	4	0	5
Families with Disabilities	N/A	1	3	2	4	0	5
Race/Ethnicity – White	3948	5	4	1	0	2	3
Race/Ethnicity - Black	1236	5	4	1	0	2	3
Race/Ethnicity – Native American	773	5	4	1	0	2	3
Race/Ethnicity - Other	21	5	4	1	0	2	3

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

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

## 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	38		186
Extremely low income <=30% AMI	31	82%	
Very low income (>30% but <=50% AMI)	6	15%	
Low income (>50% but <80% AMI)	1	3%	
Families with children	18	47%	
Elderly families	6	16%	
Families with Disabilities	4	11%	
Race/ethnicity (1)	26	68%	
Race/ethnicity (2)	9	24%	
Race/ethnicity (3)	3	8%	
Race/ethnicity (4)	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	20	53%	
2 BR	10	26%	
3 BR	8	21%	
4 BR	0		

Housing Needs of Families on the Waiting List			
5 BR	0		
5+ BR	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			
Waiting list type: (select one)			
<input checked="" 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	47		155
Extremely low income <=30% AMI	38	81%	
Very low income (>30% but <=50% AMI)	9	19%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	31	66%	
Elderly families	2	4%	
Families with Disabilities	7	15%	
Race/ethnicity	31	65%	
Race/ethnicity	12	25%	
Race/ethnicity	5	10%	
Race/ethnicity	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			

Housing Needs of Families on the Waiting List			
1BR	18		
2 BR	14		
3 BR	14		
4 BR	1		
5 BR	0		
5+ BR	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			

### 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.

The Authorities strategy is to continue to provide housing services in a timely fashion, and being considerate of the needs of our residents, applicants and cultural diversities. The Authority's plan provides for efforts to expand the supportive and self-sufficiency programs and assistance for residents by providing increased referrals and entering into additional memorandum of agreements/understanding and/or partnership agreements with various local agencies and by applying for additional grant funding to achieve this purpose. The Authority will provide for capitol improvements as addressed within the annual and five year plan(s). The Authority will begin to utilize its designation as a 501 (c ) 3 organization from the internal revenue to leverage additional program resources. The Authority will continue to develop a Section 8 homeownership program during this program year.

#### (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. If resources are identified the Authority may apply for funding and/or other assistance to secure additional housing resources.
- 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) Affirmatively market to all persons in the jurisdictional service area via newspapers, ads, flyers and referrals or cooperative efforts with various agencies.

**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)

**3. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	\$327,002	
b) Public Housing Capital Fund	\$437,813	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$12,000 PHDEPTA \$ 51,804 PHDEP	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
1998 CIAP	\$	Capital Improvements
1998 PHDEP	\$	Safety/Supportive Services
1999 PHDEP	\$	Safety/Supportive Services
<b>3. Public Housing Dwelling Rental Income</b>		
Anticipated Dwelling Rental Income	\$ 93,515	PHA Operations
<b>4. Other income (list below)</b>		
Laundry	\$ 1,100	PHA Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	\$923,234	Operations, improvements, safety & supportive services

#### **4. 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) Within 5 working days of receipt of application the Authority will verify eligibility, prior to the name being placed on the applicable waiting list.
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
  - Rental history
  - Housekeeping
  - Other (describe)
- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2) Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
  - Sub-jurisdictional lists
  - Site-based waiting lists
  - Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
  - PHA development site management office
  - Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

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

**(3) Assignment**

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

- 2 - Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing

Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- 1 - Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 - 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) The information displayed with the Authority housing plan which includes policies, procedures and regulatory requirements. Resident meetings and the resident newsletter

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)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below)

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

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
  - Federal public housing
  - Federal moderate rehabilitation
  - Federal project-based certificate program

Other federal or local program (list below)

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

PHA main administrative office

Other (list below) Terry Hill Office

**(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: For thirty days, then for another thirty if requested for unit search.

**(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)

**5. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below) Child care expenses.

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below) A decrease of income & special re-examinations for persons with zero income.

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) Fair Market Rents

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

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually  
 Other (list below)

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

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

## **(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)

## **6. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	196	65
Section 8 Vouchers	175	45
Section 8 Certificates	0	

Section 8 Mod Rehab	0	
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	
Public Housing Drug Elimination Program (PHDEP)	224	
Other Federal Programs(list individually)		

### C. Management and Maintenance Policies

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

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

The Hugo Housing Authority has a policy notebook that contains the following policies:

1. Personnel Policy
2. Procurement & Disposition Policy
3. Investment of Funds Policy
4. Travel and Vehicle Use Policy
5. Rental Housing Maintenance Policy
6. Admissions and Occupancy Policy for Lower Income Public Housing
7. Capitalization Policy
8. Resolutions of approval and/or modifications of policies.

(2) Section 8 Management: (list below)

1. Section 8 Policy

## **7. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

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

If yes, list additions to federal requirements below:

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

**8. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

- A.  Yes  No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA plan?
- B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year: \$ 437,813.

C.  Yes  No: Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 8. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment A.

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided on the following pages.

**(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)

**Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and II**

**Annual Statement**

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

Capital Fund Grant Number                      FFY of Grant Approval: 01/2001)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$ 110,000
3	1408 Management Improvements	\$15,000

4	1410	Administration	
5	1411	Audit	\$500
6	1415	Liquidated Damages	
7	1430	Fees and Costs	\$35,000
8	1440	Site Acquisition	
9	1450	Site Improvement	\$127,000
10	1460	Dwelling Structures	\$150,313
11	1465.1	Dwelling Equipment-Nonexpendable	
12	1470	Nondwelling Structures	
13	1475	Nondwelling Equipment	
14	1485	Demolition	
15	1490	Replacement Reserve	
16	1492	Moving to Work Demonstration	
17	1495.1	Relocation Costs	
18	1498	Mod Used for Development	
19	1502	Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>		<b>\$437,813</b>
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Compliance		
23	Amount of line 20 Related to Security		\$80,000
24	Amount of line 20 Related to Energy Conservation Measures		

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
Area Wide	Provision of Security	1406	\$80,000
Area Wide	Operations	1406	\$10,000
Area Wide	Tenant Services Coordination	1406	\$10,000
Area Wide	Capitol Fund Coordination	1406	\$10,000
Area Wide	Management Improvements	1408	\$15,000
Area Wide	Audit	1410	\$500
Area Wide	Secure Services of Architect	1430	\$35,000
Area Wide	All Exterior Brick Cleaned	1450	\$10,000
Area Wide	Purchase New Pickup for Maintenance	1475	\$20,000
001 Circle G	Install Appealing Security Fencing	1450	\$40,000
002 Rosewood	Install Appealing Security Fencing	1450	\$50,000

002 Rosewood	Replace Security Lighting	1450	\$7,000
002 Rosewood	Replace Shingle Roofs (40)	1460	\$120,000
002 Rosewood	Install Dryer Connections and Vents	1460	\$30,313
<b>Total</b>			<b>\$437,813</b>

**Annual Statement**

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
Area Wide 001 & 002	12/31/2001 12/31/2001	12/31/2002 12/31/2002

**(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 A

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

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

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

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

## **9. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

- Yes  No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If

“yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	
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: <u>(DD/MM/YY)</u>	
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:	

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

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

## **11. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

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

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

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

## **12. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

## A. Public Housing

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

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

### 2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
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).

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. Capacity of the PHA to administer a Section 8 Homeownership Program**

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

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

The PHA will provide training for appropriate staff relative to the management and administration of homeownership programs, financing, marketing, homebuyer training and other areas as identified. The PHA will secure additional partners as needed to obtain required expertise in the development of its program criteria. The PHA may provide preference for participation in the program to successful FSS participants.

**13.PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (I)]

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

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 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. )

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

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
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**

**14.PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti

- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below) Security logs/reports, resident meetings, observations of community leaders/residents.

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

Rosewood, Meadowview and Circle G Housing Additions.

**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) Employment of Security Personnel, Educational programs, employment/job development programs.

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

Rosewood and Meadowview

**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) Police assist with off duty security guard personnel.

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

Rosewood, Meadowview & Circle G

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

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan? See plan provided below.
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**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 \$ 51,804.
- B. Eligibility type (Indicate with an "x") N1 X N2 \_\_\_\_\_ R \_\_\_\_\_
- 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

Continue community mobilization and expansion of community resource leveraging. Continue drug prevention, intervention and referrals, expand educational and employment programs. Utilize Capitol Funds for the continuation of security guard services.

**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	Total Population to be Served within
--	---	---

	Area(s)	the PHDEP Target Area(s)
Meadowview Addition	40	88
Rosewood Addition	86	155
Circle G	30	77

### F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months \_\_\_\_\_ 12 Months  X  18 Months \_\_\_\_\_ 24 Months \_\_\_\_\_ Other \_\_\_\_\_

### G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	NA				
FY 1996	NA				
FY 1997	\$113,000	OK56DEP0440197	None	None	Completed 12/99
FY1998	\$67,500	OK56DEP0440198	\$14,077.96	None	11/00
FY 1999	\$49,707	OK56DEP0440199	\$12,278.61	None	12/00
FY 2000	51,804	OK56DEP0440100	\$51,804	None	12/01

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

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

To continue a comprehensive community drug prevention, intervention, education, cultural and alternative activities program for the families within all housing communities administered by the Authority. Coordinate the activities with local service providers, leverage additional services, sources and volunteers. Reduce drug use, possession, distribution and associated crimes within the Authority properties, increase individual and community resistance skills, life skills and increase resiliency skills.

## B. PHDEP Budget Summary

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

FY <u>2000</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$ 50,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$ 1,804
<b>TOTAL PHDEP FUNDING</b>	<b>\$51,804</b>

## C. PHDEP Plan Goals and Activities

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

9160 - Drug Prevention				Total PHDEP Funding: \$ 50,000			
Goal(s)	<ol style="list-style-type: none"> <li>To deliver comprehensive PHDEP program services for all resident populations.</li> <li>To enhance the positive influence of families and communities through proven strengthening programs.</li> <li>Reverse the trends of increased delinquency and violence among adolescents.</li> <li>Improve parenting skills, reduce risk factors in children and substance abusers.</li> </ol>						
Objectives	<ol style="list-style-type: none"> <li>To change residents knowledge and attitudes regarding drug use.</li> <li>Develop and expand the community network to encourage more people to become involved in drug related issues and problems.</li> <li>Provide challenging positive experiences and opportunities for leadership for youth to develop skills to become socially mature, develop self-discipline, confidence, personal awareness, self-reliance and independence.</li> <li>Provide employment and training opportunities for residents.</li> <li>Reduce resident youths involvement by 10% in curfew, loitering and vagrancy incidence within the Authority communities.</li> </ol>						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Substance Abuse Education	226	All HA residents	1/1/01	12/30/01		0	Documentation of distribution of

							materials or training to residents.
2. Other Education	40	HA Residents needing GED or Training	1/1/01	12/30/01		0	# attending Vo-Tech, College or completing GED requirements.
3. Recreational/Cultural Activities	500	All residents	1/1/01	12/30/01		0	Participation levels
4. Employment Readiness/Job Placement	10	HA residents employed, placed or referred	1/1/01	12/30/01		0	# obtaining employment, referrals or training
5. Employment of Residents with PHDEP Funding	4	HA residents	1/1/01	12/30/01		JTPA \$	# employed and/or placed for job training with the HA
6. Community Organizing & Mobilization	75	Residents, Various Agencies	1/1/01	12/30/01		Local service providers \$10,000	# of volunteers, in kind services
7. Youth - Other Education	3000	Youth attending tutoring, education activities	1/1/01	12/30/01		0	# of students attending activities, GPA scores, attendance, increases in knowledge or skills
8. Youth – Recreational & Cultural Activities	2000	All Youth, and adult volunteers	1/1/01	12/30/01		\$2,000 donations	# of students, increases in skills & knowledge assessments

<b>9190 - Other Program Costs</b>							<b>Total PHDEP Funds: \$1,804.00</b>
Goal(s)	1. Provide program administrative functions. 2. Complete annual PHDEP survey.						
Objectives	1. To provide direct program supervision, check writing, auditing, fee accounting and other services associated with the direct administration of the PHDEP program. 2. To complete the components of the annual PHDEP survey in a timely fashion.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Internal Control & monitoring			1/1/01	12/30/01	\$1,504.00	0	Administrative records review
2. Complete Annual Survey			9/1/01	12/30/01	\$300.00	0	Survey completed in timely manner according to requirements
3.							

**Section 3: Expenditure/Obligation Milestones**

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160	Activities 1-8	\$25,000.	Activities 1-8	\$25,000.
9170				
9180				
9190	Activities 1-2	\$600	Activities 1-2	\$1,202.
<b>TOTAL</b>		\$25,600.		\$26,202.

**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.”

**15. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

All elderly and/or handicapped/disabled residents with pets permitted to be kept under Section 227 of the Housing and Urban Renewal Recovery Act of 1983 shall comply with the following rules:

- (1) The pet shall not be brought onto the premises until an application for a pet permit has been approved and the tenant actually given a pet permit by the Authority.
- (2) Permitted pets are domesticated dogs and cats that do not exceed twenty-five (25) pounds in weight, caged birds, aquarium or terrarium domestic animals.
- (3) Pet owners must register their pet with the Authority and update

the registration at least annually. When a pet permit is granted, the application for a pet permit that was filed with the Authority shall serve as the initial registration. The registration updates will be done at the time of annual recertification. At each pet registration or update, the resident will furnish the following:

- (i) A certificate update signed by a licensed veterinarian stating that the pet has received all inoculations required by applicable State and Local law;
  - (ii) Information sufficient to identify the pet and to demonstrate that it is a common household pet;
  - (iii) The name, address, and phone number, of at least one responsible party who will care for the pet if the owner is incapacitated, or is otherwise unable to care for the pet.
- (4) Only one per household.
  - (5) Dogs and cats must be licensed
  - (6) Vicious and/or intimidating dogs will not be allowed.
  - (7) All dogs or cats must be spayed or neutered
  - (8) Dogs and cats shall be housed inside the resident's unit. When outside the pet must be on a leash.
  - (9) Birds must be confined to a cage at all times.
  - (10) Resident's shall not permit their pet to disturb, interfere or diminish the peaceful enforcement of other residents. If complaints about such activities of a pet arise, the Authority will issue two warnings and the third incident within any twelve-month period means eviction of the pet and/or the pet owner.
  - (11) Residents must provide litter boxes for cat waste, which is kept inside the unit. Residents shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary.
  - (12) Residents are solely responsible for cleaning up pet droppings, if any, outside the unit and on facility grounds. Removable pet waste must be disposed of by being placed in a sack, sealed, and then placed in the resident's own garbage can outside their unit.
  - (13) Residents shall take adequate precautions and measures

necessary to eliminate pet odors within or around unit and shall maintain the unit in a sanitary condition at all times. The Authority may require more frequent housekeeping inspections for residents with pets than for resident without pets.

- (14) The Authority may impose a separate pet waste non-removal fine of \$25.00 per occurrence for pet owners that fail to remove pet waste in accordance with the requirement of (a).
- (15) If pets are left unattended for a period of twenty-four (24) hours or more, the Authority may enter the dwelling unit, remove the pet and transfer it to the proper authorities, subject to the provisions of pertinent local ordinances. The Housing Authority accepts no responsibility for the animal under such circumstances.
- (16) Residents shall not alter their unit, patio or unit area in order to create an enclosure for any pet.
- (17) Resident are responsible for all damages caused by their pets, including the cost of cleaning of carpets and/or fumigation of units.
- (18) Residents are prohibited for feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without written permission of the Authority. Also, no guest or any other person may bring a pet temporarily onto the premises, except animals in an Authority approved visiting pet program sponsored by a humane society or other non-profit organization.
- (19) Residents must identify an alternate custodian for pets in the event of resident illness or other absence from the unit. This identification of an alternated custodian must be kept updated with current address and telephone number and current consent statements indicating the custodian's willingness to accept responsibility for the pet upon request by the Authority or resident.
  - (a) The privilege of maintaining a pet in a facility owned by the Authority shall be subject to the rules set forth. This privilege may be revoked at any time if the animal should become destructive, create a nuisance, represent a threat to the safety and security of other residents, or create a problem in the area of cleanliness and sanitation.
  - (b) Should a breach of the rules set forth in this Pet Policy occur, the

Authority may exercise any remedy granted in removing the pet from the premises.

## **16.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.

## **17.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)?

## **18.PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

### **19. Deconcentration Policy**

The following contains the Deconcentration Policy of the Housing Authority as incorporated in the Low Rent Admissions and Occupancy Policy, Section 6 C 1.

#### **Deconcentration:**

1. It is the Authorities policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower developments and lower income families into higher income developments. The Authority will provide for the deconcentration of areas in a uniform and non-discriminating manner.
2. During the development of the authorities annual housing plan, the Authority will analyze the income levels of families by development and the income levels of the families on the waiting list. Based on this analysis the authority will determine a goal for the subsequent years deconcentration efforts, include this goal within the annual plan, and then will determine the level of marketing strategies and deconcentration efforts.
3. In an effort to achieve the annual percentage goal for deconcentration the Authority may when a unit becomes available within a development contact the first family on the community wide waiting list who has the highest priority for this unit and whose income category will assist these goals. The Authority may provide for the skipping of other families on the waiting list in order to meet the deconcentration goals. As an example if the Authority establishes a deconcentration goal within its annual housing plan of providing housing to 5% of persons over the 30% of median income, the Authority will fill 5% of the vacated units with a family that meets the income deconcentration goal.
4. Unit offers, acceptances, and leasing will be completed in accordance with Section 6 of these policies.

### **20. Implementation of Public Housing Resident Community Service Requirements**

The Housing Authority of the City of Hugo will administer the community service program.

The Authorities plan for the implementation of the community service requirements includes the following:

1. In conjunction with the Resident Advisory Board, develop draft policies.
2. Display draft policies with the draft plan for 45-day comment period.
3. Incorporate recommendations as feasible/permissible into draft policy and plan.
4. Hold Public Hearing for plan/policy comments.
5. Enter into cooperative agreements if not already completed with TANF agencies to assist the Authority in verifying resident's status.
6. Obtain Board of Commissioner approval of policies and plan.
7. Develop applicable community service forms, and amend lease agreement.
8. Notify residents/applicants of the service requirement during the application process and/or re-examination process for re-examinations with effective dates after 1/1/01.
9. Determine exempt and non-exempt family members prior to each annual re-examination. Compliance will be verified annually at least thirty days before the end of the twelve-month lease term.
10. Provide each family a written description of the service requirements and the process for claiming status as an exempt person, the process for determining any changes to the exempt or non-exempt status and the verification required by the Authority.
11. Provide non-exempt family members with community service voluntary work and/or self-sufficiency verification forms.
12. Provide written notice of acceptable activities under the community service requirements. These include assisting with literacy and/or self esteem programs in an after school program, assisting in a senior center providing elderly families with information on various services including transportation, meals, conversation, reading, assisting in a church or non-profit agency homeless shelter/kitchen or food distribution program, Assist with a non-profit agencies delivery of literacy, educational, self-esteem programs.
13. Provide a listing of possible local sites or activities that are acceptable to meet the service requirement. The Authority may provide a separate listing along with a community resource brochure that has been developed.
14. Maintain documentation of service requirement performance or exemption in each participant file.
15. Notify residents of non-compliance and provide written notification that states that the lease may not be renewed at the end of the twelve-month term unless the tenant complies with a written agreement to cure the non compliance.
16. Offer the tenant an opportunity to enter into a written agreement to cure the non-compliance.

17. Notify residents that may be in non-compliance their right to a grievance hearing and their right to seek judicial remedy to seek timely redress for the Authorities nonrenewable of the lease.

### **iii Other Information**

[24 CFR Part 903.7 9 (r)]

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

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

#### **RESIDENT ADVISORY BOARD MEETINGS:**

The Housing Authority of the City of Hugo met with the Resident Advisory Board on August 15<sup>th</sup>, August 30<sup>th</sup>, and September 21<sup>st</sup>, 2000.

Residents requested the Authority to consider adding a sink and rod at the laundry at 13<sup>th</sup> place and asked that maintenance check the filters at the laundry more frequently.

Residents asked about new carpet for 13<sup>th</sup> place and a new wheelchair ramp for the community building/nutrition site.

The residents discussed the need for laundry facilities within each community, or the addition of dryer hook-ups and vents in each unit.

Residents discussed their desire to have the cyclone and barb wire fencing removed from their communities and indicated a desire to have a more decorative security fencing installed.

Residents discussed the need for the installation of better lighting within each housing community.

Residents suggested a cover for the horseshoe court and a cover over the sand of the court to keep cats out.

The elderly residents indicated a desire for new roofing, storage buildings, covered walkways and parking and requested that the Authority consider deprogramming of a unit for use by the resident organization and resident activities.

In addition the "People to People Resident Organization met on August 17<sup>th</sup>, 2000 to discuss the meeting, there were five board members present and sixteen guests. The Executive Director discussed the proposed plan, the new community service requirement, comments of the Resident Planning Board and requested comments from those in attendance.

A public hearing was held on September 28<sup>th</sup>, 2000 to discuss the plan, no persons attended this hearing.

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:

The Authority incorporated changes in the capital fund program within the annual and five year plan to include the replacement of fencing, installation of lighting, installation of washer/dryer hookups, construction of a laundry facility, and to develop a plan for the installation of new roofs including the creation of storage facilities and covered walkways for the units in Circle G.

- Other: (list below)

**B. Description of Election process for Residents on the PHA Board – Resident Member on the PHA Governing Board**

1.  Yes  No Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to # 2)

A. Name of Resident member(s) on the governing board: Mr. John Powell

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

- Elected  
 Appointed

C. Term of appointment is (include the date term expires): March 2000 through March 2002

3. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis.

The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

D. Date of next term expiration of a governing board member: March, 2001.

E. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): William Smith, Mayor.

### **C. Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Bernice Brewer – 13<sup>th</sup> Place Representative  
Jessica Griffin – Meadowview Representative  
Rosa Holman – Rosewood Representative  
John Powell – 13<sup>th</sup> Place Representative

### **B. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (provide name here)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

#### **D. Criteria For Substantial Deviations and Significant Amendments**

##### **1. Amendment and Deviation Definitions** **24 CFR Part 902.7(r)**

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

##### **A. Substantial Deviation from the 5-year Plan:**

The Authority defines substantial deviation from the 5-year plan as follows:

Any deviation that involves the addition of work components not originally listed within the five-year plan that will involve a usage/commitment of funds in excess of 25% of the total funding budgeted for the current fiscal year plan.

##### **B. Significant Amendment or Modification to the Annual Plan:**

The Authority defines significant amendment or modification to the annual plan as follows:

An amendment to the original plan displayed and submitted to HUD that includes the deletion of significant components of the annual plan, (generally items that were projected to use 25% or more of the annual funding for the current fiscal year) and/or the replacement of work items that are not included within the annual or five year plan that involve the use/commitment of 25% of the annual funding for the Authority.

#### **D. Other Information Required by HUD**

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

## **Attachments**

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

# ATTACHMENT A

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

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

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
001 & 002	Area Wide	16	7%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Provide for the continuation of security services.			\$320,000	2001
Provide for the continuation of tenant services coordination			\$40,000	2001
Provide for the continuation of the Capitol Fund Coordination			\$40,000	2001
Provide for the administration of the Capitol Fund Program			\$ 2,000	2001
Provide for the provision of the Annual Audit.			\$ 2,000	2001
As needed secure the services of an Architect			\$140,000	2001
Replace existing cyclone and barb wire fencing with a more appealing security fencing system.			\$90,000	2001
Replace existing lighting with directional flood lighting.			\$7,000	2001
Install Dryer electrical connections and vents in all units.			\$13,000	2001
Provide for the continued maintenance, modernization, marketing and updating of units.			\$20,000	2001
Provide for emergency repairs of units as emergencies may arise.			\$5,000	2002
Provide for the placement of playground equipment.			\$60,000	2003
Purchase office equipment, computers, printers, software as replacement needs are identified.			\$ 30,000	2001
Replacement of Lawn Maintenance Equipment			\$20,000	2001
Replacement of Maintenance Vehicle			\$25,000	2002
Purchase Replacement Refrigerators (150)			\$60,000	2004
Continuation of Management Improvements			\$40,000	2001
Remove and Replace or reglaze Bathtub			\$226,000	2004
<b>Total estimated cost over next 5 years</b>			<b>\$1,140,000</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
001	13 <sup>th</sup> Place	2	3%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Remove existing wood fencing from clothesline area, replace with more decorative, lower maintenance type of fencing.			\$105,000	2002
Replace existing gravel roofing with metal roofing and guttering, increasing the pitch and eaves area of the roofing to cover the back patio and create an larger concrete area and enclosed storage area for each tenant.			\$450,000	2002
Provide for covered walkways for tenant's use.			\$75,000	2003
Provide covered parking areas for tenants.			\$75,000	2002
Modernize existing community facility/nutritional center to maintain usability and create a safer environment for tenants. Modernization to include 504 improvements, installation of new insulation, ceiling tiles, heat and air units, windows, doors, plumbing repairs, new painting and floor covering.			\$50,000	2001
Remove and Replace Main Water Line inside Property			\$120,000	2004
Install Carpeting throughout units			\$119,000	2003
<b>Total estimated cost over next 5 years</b>			<b>\$894,000</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
002	Rosewood	11	13%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Replace Shingle Roofs on 20 units per year.			\$320,000	2002
Replace Main Water Line inside Property			\$120,000	2003
<b>Total estimated cost over next 5 years</b>			<b>\$440,000</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
002	Meadowview	3	8%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Replace Shingle Roofs ( 20 per year)			\$160,000	2003
Install Decorative Fencing Around Property			\$52,500	2003

<b>Total estimated cost over next 5 years</b>	<b>\$212,500</b>	

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

<b>PHA Name: Housing Authority of the City of Hugo</b>	<b>Grant Type and Number</b> Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal</b>
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<input type="checkbox"/> <b>Original Annual Statement</b>	<input type="checkbox"/> <b>Reserve for Disasters/Emergencie</b>
<input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b>	<input type="checkbox"/> <b>Revised Annual Statement (revis</b>
	<input type="checkbox"/> <b>Final Performance and Evaluatio</b>

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

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

<b>PHA Name: Housing Authority of the City of Hugo</b>		<b>Grant Type and Number</b> Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal</b>
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Account No.	Quantity	Total Estimated Cost	
				Original	Revised

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

<b>PHA Name: Housing Authority of the City of Hugo</b>		<b>Grant Type and Number</b> Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal</b>
Development Number Name/HA Wide Activities	All Fund obligated (quarter Ending Date)			All Funds Expended (Quarter Ending Date)	