

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

FINAL

PHA Plans

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

The Clarksville Housing Authority
721 Richardson Street
Clarksville, Tennessee 37041

TN010v02

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

PHA Plan Agency Identification

PHA Name: The Clarksville Housing Authority

PHA Number: TN010

PHA Fiscal Year Beginning: (mm/yyyy) 10/2001

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2001 - 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:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

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

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

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

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

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

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

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

Other PHA Goals and Objectives: (list below)

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 Clarksville Housing Authority has completed this Agency Plan in consultation with CHA residents and the local community. The Resident Advisory Board reviewed the Plan on May 17, 2001. The public was afforded the opportunity to review the Plan and offer comments at a formal public hearing conducted on June 28, 2001. The Annual Agency Plan is summarized as follows:

1. Housing Needs
A review of the current waiting list reveals that the demand for public housing is evident. Currently we have approximately 221 applicants on the waiting list. Our greatest demand is for small bedroom units (1 and 2 bedroom units).
2. Financial Resources
The CHA expects to expend approximately three million in FY 2001 for operations, capital improvements, drug elimination and administrative costs. This total includes prior year unobligated funds from the FY 2000 CFP Grant.
3. Eligibility, Selection and Admission Policies
The CHA has revised its standard operating policies to comply with the requirements of the QHWRRA through regulations published in the Federal Register on March 29, 2000. These policies will be updated as HUD issues further guidance.
4. Rent Determination - Discretionary Policies
Our discretionary rent policies include:
 - ◆ \$25.00 minimum rent
 - ◆ Ceiling rents

5. Operations and Management
The CHA has developed policies relating to public housing administration, management, maintenance, leasing and occupancy. These policies have been revised to comply with the recently mandated requirements of the QHWRA.
6. Grievance Procedure
We have revised our Grievance Procedure to comply with the QHWRA and we will continue to make revisions as additional issues are addressed by HUD regulations.
7. Capital Improvements
Our projected funding under the CFP Grant is \$1,026,132. Our focus for the FY 2001 program year is as follows:
 - ◆ PHA-wide site improvements: playground equipment, landscaping, utility lines and sidewalk repairs.
 - ◆ Dwelling structures: PHA-wide improvements including gutters, downspouts, fascia boards, soffits, brick and mortar repairs, porch dividers, bathroom renovations, air conditioning, security lighting and fencing, dryer vents and kitchen renovations.
8. Demolition and/or Disposition
The CHA has no current plans for demolition or disposition.
9. Designation
The CHA has no plans to designate additional units in the future.
10. Conversion of Public Housing
The CHA has no current plans to designate any developments or buildings to tenant-based assistance.
11. Homeownership
The CHA has no current plans to develop a Homeownership Program.
12. Community Services and Self-Sufficiency Programs
We have developed a community service program that complies with the final rules recently published by HUD.
13. Safety and Crime Prevention
We have participated in HUD=s Public Housing Drug Elimination Program for the last six years. This program provides enhanced police patrols, increased security, and funding for drug prevention activities for all CHA developments. The Clarksville Police Department will provide a drug agent for surveillance and arrests of drug dealers. Recreational activities will be provided through the Parks and Recreation Department. The University of Tennessee Agriculture Extension Service will provide the `Summit` Program which provides citizenship and leadership programs for adults and youth.
14. Ownership of Pets
The CHA's tenant-owned pet policy complies with the requirements of the HUD Pet Policy Final Rule.

15. Civil Rights Certification
We have included the required certification regarding Fair Housing and Civil Rights in this plan.
16. Annual Audit
Our most recent annual audit is on file at our local HUD office in Nashville, Tennessee, and is available for review at our main office during normal business hours.
17. Asset Management
It is the goal of the CHA to manage our assets (physical property, financial resources and manpower) as efficiently as possible to meet the intent of our mission statement.

iii.

iv. 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:

- Admissions Policy for Deconcentration (**See Attachment A**)
- FY 2001 Capital Fund Program Annual Statement (**See Attachment I**)
- 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 2001 Capital Fund Program 5 Year Action Plan (**See Attachment J**)
- Public Housing Drug Elimination Program (PHDEP) Plan (**See Attachment B**)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Attachment C – Definition of Substantial Deviation**
 - Attachment D – Community Service Requirement**
 - Attachment E – Pet Policy**
 - Attachment F – Membership of the Resident Advisory Board**
 - Attachment G – Resident Membership on the Board of Commissioners**
 - Attachment H – Progress in Meeting FY 2000 Goals/Objectives**
 - Attachment K – Performance and Evaluation Report**

Supporting Documents Available for Review

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

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

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

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall*	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2,792	5	5	2	2	NA	NA
Income >30% but <=50% of AMI	1,109	3	3	2	2	NA	NA
Income >50% but <80% of AMI	2,380	2	2	2	2	NA	NA
Elderly	572	2	2	2	2	NA	NA
Families with Disabilities	NA	NA	NA	2	2	NA	NA
Race/Ethnicity/W	3,172	NA	NA	2	2	NA	NA
Race/Ethnicity/B	1,668	NA	NA	2	2	NA	NA
Race/Ethnicity/H	189	NA	NA	2	2	NA	NA
Race/Ethnicity							

* Source: Comprehensive Housing Affordability Strategy (CHAS), Clarksville Jurisdiction Area, 1990 census data.

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: **2000**
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	203		143
Extremely low income <=30% AMI	184	90.6%	
Very low income (>30% but <=50% AMI)	19	9.4%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	98	48.3%	
Elderly families	2	1.0%	
Families with Disabilities	16	7.9%	
Race/ethnicity (w)	97	47.8%	
Race/ethnicity (b)	106	52.2%	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	105	51.7%	12
2 BR	73	35.9%	72
3 BR	21	10.3%	49
4 BR	4	1.9%	10
5 BR	0	0%	0
5+ BR	NA	NA	NA
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)? NA			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes NA			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes NA			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	\$933,095.00	
b) Public Housing Capital Fund	\$1,026,132.00	
c) HOPE VI Revitalization	\$0.00	
d) HOPE VI Demolition	\$0.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$0.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$125,303.00	
g) Resident Opportunity and Self-Sufficiency Grants	\$0.00	
h) Community Development Block Grant	\$0.00	
i) HOME	\$0.00	
Other Federal Grants (list below)	\$0.00	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY 2000 CFP Grant	\$665,056.00	Capital Improvements
3. Public Housing Dwelling Rental Income		
Rental Income	\$589,170.00	Operations
4. Other income (list below)		
Utilities	\$11,560.00	Operations
Interest	\$29,740.00	Operations
5. Non-federal sources (list below)		
Other Income	\$29,167.00	Operations
Total resources	\$3,409,223.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

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

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**

Not Applicable

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)
- 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
(Residence of Montgomery County for at least 6 consecutive months).
- Those enrolled currently in educational, training, or upward mobility programs
(Applicant must have completed at least 50% of educational or training program)
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- 4 Residents who live in the jurisdiction
- 3 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)
- 3 Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

Component 3, (6) Deconcentration and Income Mixing

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

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

If yes, list these developments as follows:

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

B. Section 8 Not Applicable

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation

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

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0
- \$1-\$25 (**\$25.00**)
- \$26-\$50

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

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

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

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

f. Rent re-determinations:

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

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

Change of family composition

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

(2) Flat Rents Not Applicable

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

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

B. Section 8 Tenant-Based Assistance Not Applicable

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The Clarksville Housing Authority, which has a five member Board of Commissioners, is managed by a full-time executive director.

The organization of the agency is divided as reflected below:

Administration – This division is responsible for all management, accounting, personnel, payroll, procurement and general services.

Occupancy – This division is responsible for intake of application, leasing, recertification, rent collection, work order intake and resident program.

Maintenance – This division is responsible for routine and preventative maintenance, annual unit inspection, check-ins, etc.

Modernization – This division is responsible for the management of the authority's capital program, from planning to oversight of the general contractors.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	510	150
Section 8 Vouchers	NA	NA
Section 8 Certificates	NA	NA
Section 8 Mod Rehab	NA	NA
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	NA
Public Housing Drug Elimination Program (PHDEP)	510	NA
Other Federal Programs(list individually)	510	NA

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)

- Public Housing Maintenance and Management Policies**
- ACOP**
- Alcohol and Drugs**
- Grievance Procedure**
- Capitalization**
- Disposition**
- Investment**
- Minority Business Enterprise**
- Personnel**
- Pest Control Policy**
- Pet Policy**
- Statement of Procurement**
- Reimbursement of Travel Expenses**
- Safety Rules**
- Vehicle**
- Water System Cross Connection**

(2) Section 8 Management: (list below)
Not Applicable

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance Not Applicable

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
(See Attachment)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **Attachment J**

-or-

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

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

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

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

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

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
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:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance Not Applicable

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 12/31/97

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

Not Applicable

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

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

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

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

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

TN010-001, -003, ,-005 and -007

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

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

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

2. Which developments are most affected? (list below)
TN010-001, -002, -003, -004, -005, -007 and -008

C. Coordination between PHA and the police

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

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

2. Which developments are most affected? (list below)
TN010-001, -002, -003, -004, -005, -007 and -008

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. 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? **Not Applicable**
5. Yes No: Have responses to any unresolved findings been submitted to HUD? **Not Applicable**
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:
The Resident Advisory Board comments were in support of the PHA plans as proposed. There were no negative comments, nor any requests for changes.
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)
Comments did not suggest changes

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

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

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

Consolidated Plan: Housing and Community Development (City of Clarksville)

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. 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 – DECONCENTRATION POLICY FOR THE THE CLARKSVILLE HOUSING AUTHORITY

I. DECONCENTRATION POLICY

- a. The objective of the Deconcentration Policy for The Clarksville Housing Authority (CHA) is to achieve the goal that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development or census tract. The CHA will take actions as necessary to achieve the goal that no individual development has a concentration of higher income or lower income families. To ensure that the CHA does not concentrate families with higher or lower income levels in any one development, the CHA will track the status of family income, by development, on a monthly basis utilizing income reports generated by the CHA's computer system.
- b. The CHA will periodically compare the relative incomes of its developments to the relative incomes of the census tracts in which they are located. Where significant differences are identified, income targeting will be applied.

I. INCOME TARGETING

- a. In an effort to accomplish the deconcentration goals, The Clarksville Housing Authority will take the following actions:
 1. At the beginning of each fiscal year, The Clarksville Housing Authority will establish a numerical goal for admission of families whose incomes are at or below 30 percent of the area median income. The target annual goal will be calculated by taking 40 percent of the total number of move-ins from the previous CHA fiscal year.
 2. The CHA will limit the number of admissions to ensure that not less than 40 percent of admissions are families with incomes at or below 30 percent of the area median income.
 3. The CHA will skip families on the waiting list or skip developments to accomplish these goals.
- b. The Clarksville Housing Authority will not hold units vacant to accomplish these goals.

Attachment B – PHDEP

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 **\$125,303.00**
- B. Eligibility type (Indicate with an “x”) N1 ___ N2 ___ R X
- C. FFY in which funding is requested **2001**
- D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Clarksville Housing Authority will continue to use a comprehensive interdiction and prevention based approach to attack the problems of drug-related crime in the Lincoln Homes, Summit Heights, Edmondson Ferry , Caldwell Lane, Maddox Circle, Chapel and Market Street developments. The Clarksville Police Department will provide a drug agent for surveillance and arrests of drug dealers. Recreational activities will be provided through the Parks and Recreation Department. The University of Tennessee Agriculture Extension Service will provide “The Summit” Program. This Program offers citizenship and leadership training for adults and youth.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Lincoln Homes	214	500
Summit Heights	166	390
Edmondson Ferry,Caldwell Ln.,Maddox Circle	80	200
Chapel & Market Street	50	120

F. Duration of Program

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

6 Months _____ 12 Months _____ 18 Months _____ 24 Months X Other _____

G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	196,470	TN43DEP0100195	-0-		
FY 1996	250,000	TN43DEP0100196	-0-		
FY 1997	147,916	TN43DEP0100197	-0-		
FY1998	153,000	TN43DEP0100198	-0-		
FY 1999	112,170	TN43DEP0100199	-0-		
FY 2000	116,904.00	TN43DEP0100100	\$90,236.60		12/05/01

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.

The goals and objectives of this PHDEP Grant are to: 1). Decrease the number of arrests for drug-related crimes, and 2). Increase resident participation in leadership programs, community beautification and recreational activities. The Clarksville Police Department will provide training, equipment and supervision of the police agents. The Clarksville Parks and Recreation Department will coordinate, advertise and provide supervision for each recreational program, as well as facilities for the off-site programs. The University of Tennessee Agricultural Extension Services will provide supervision and coordination of the comprehensive leadership programs. Each program partner will provide monthly written reports. Oral reports will be given at monthly Resident/Police Committee meetings. The Resident/Police Committee, consisting of residents, program partners and Clarksville Housing Authority staff, will monitor and evaluate the effectiveness of the various activities. A resident survey will be conducted. Results of the survey will also be used as a tool to evaluate the PHDEP activities.

B. PHDEP Budget Summary

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

FY 2001 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	\$48,960.00
9120 - Security Personnel	0.00
9130 - Employment of Investigators	0.00
9140 - Voluntary Tenant Patrol	0.00
9150 - Physical Improvements	0.00
9160 - Drug Prevention	\$76,343.00
9170 - Drug Intervention	0.00
9180 - Drug Treatment	0.00
9190 - Other Program Costs	0.00
TOTAL PHDEP FUNDING	\$125,303

3. PHDEP Plan Goals and Activities

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

9110 - Reimbursement of Law Enforcement				Total PHDEP Funding: \$48,960.00		
Goal(s)	Decrease by 10% in overall arrests in drug related crimes such as drug traffic problems, robbery and disturbances.					
Objectives	1. To increase presence and effectiveness of law enforcement personnel procedures. 2. To eliminate non-resident drug traffic within the development. 3. To improve relationships between law enforcement and residents.					
1. One Drug Agent		12-5-01	12-4-02	48,900	-----	Result of Resident Survey

9160 - Drug Prevention					Total PHDEP Funding: \$76,393.00		
Goal(s)	To increase resident participation in Leadership programs, community beautification and youth involvement.						
Objectives	To increase resident involvement in community affairs.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Leadership Class	20	Families	3-02	5-02	\$6,970.00	NA	10 Residents complete course
2. Master Gardening	20	Adults	3-01	10-02	\$500.00	NA	Residents develop & maintain community garden
3. Youth Programs	60	Ages 6-17	3-02	11-02	\$3,600.00	NA	Increase participation of youth activities by 10%
4. Aquatics	100	Families	6-02	8-02	\$15,879.00	NA	Maintain participation
5. Gymnasium Programs	50	Ages 6-14	6-02	8-02	\$3,230.00	NA	Increase participation by 10%
6. Late Night basketball	200	Ages 17-up	12-01	12-02	\$28,105.00	NA	Form 6 teams for tournament play.
7. Site Program	50	Ages 6-15	6-02	8-02	\$18,054.00	NA	Increase participation by 10%

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity 1	\$41,630.00	Activity 1	\$48,960.00
9120				
9130				
9140				
9150				
9160	Activities 1-7	\$68,238.00	Activity 1-7	\$76,343.00
9170				
9180				
TOTAL		\$83,775.00		\$125,303.00

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the "PHA Certifications of Compliance with the PHA Plan and Related Regulations."

Attachment C – Definition of Substantial Deviation

PHA's definition of "Significant Amendment or Substantial Deviation" from its 5-Year and Annual Plans:

1. Changes to rent or admissions policies or organization of the waiting list.
2. Addition of non-emergency work, items (items not included in the Annual Statement or 5-Year Action Plan) or a change in the use of replacement reserve funds under the Capital Fund.
3. Any change with regard to demolition or disposition, designation, or homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements.

Attachment D – Community Service Program Description

The Quality Housing and Work Responsibility Act of 1998, requires that nonexempt residents of public housing perform community service. In order to be eligible for continued occupancy, each adult family member must contribute eight hours of community service per month or participate in an economic self-sufficiency program, or a combination of the two for eight hours per month, unless they are exempt from the requirement.

Eligible activities for completion of your Community Service Requirement will include eight hours per month contributed to any of the following activities or organizations:

1. Resident Organizations
2. Neighborhood Patrols
3. Participation in Adult Education Programs
4. Food Program
5. Youth Activities (sponsored through the local community centers)
6. Participation in any approved job-training program (JTPA or other State Program)
7. Senior Citizens Center (meals on wheels)
8. Adult Learning Center
9. Participation in Community Action Councils or Committees (Drug Task Force)
10. Participation in AA or other substance abuse programs

If you are participating in a program that is not listed, contact the Housing Authority office with the name of the program in which you are participating. This list is not meant to be all inclusive and other programs may be added, as we become aware of them.

You will be required to bring in verification of hours completed each month. The administrator of the program in which you are participating must sign your verification of hours worked. The Housing Authority will maintain a time sheet on each Resident that is required to do community service, and will track the hours completed. You may complete more than eight hours in one month toward your total of 96 hours per year, therefore, completing your requirement earlier than the twelve months allowed. You must only have eight hours for each month in which you do not qualify for an exemption. Exemption request forms are available at the Housing Authority business office.

Anyone who does not complete the required hours in a calendar year, will not be eligible for continued assistance from the Housing Authority, and their lease will be terminated. Residents who have completed their required hours shall have their lease automatically renewed, unless terminated for other good cause.

COMMUNITY SERVICE – EXEMPTION REQUEST

All adults (over 18) members of resident families are required to perform eight hours of community service each month, unless they qualify for exempt status with the Housing Authority. To qualify for an exemption, each adult family member must complete and return an exemption request, along with proper documentation, to verify that they are exempt from the community service requirement.

Exempt individuals are those who meet one or more of the following criteria. An adult who:

1. Is 62 years of age or older – **Verification: Birth Certificate**
2. Is a blind or disabled individual, as defined under the Social Security Act, and who certifies that because of this disability he or she is unable to comply with the community service requirements – **Verification: Social Security or SSI award letter**
3. Can provide documentation from a licensed physician that they have a disabling condition, which would prevent them from completing the community service requirement – **Verification: Letter from Physician**
4. Is a family member who is primary caregiver for someone who is blind and disabled as set forth above – **Verification: Award letter from affected person**
5. Is a family member who is employed, either full-time or part-time – **Verification: Check stubs or Income Verification form**
6. Is a full-time student (in high school or college with 12 credit hours or more) – **Verification: Enrollment Form**
7. Is a family member who is exempt from work activity under Part A of Title IV of the Social Security Act or under any other State welfare program – **Verification: Letter or notice from DHS**
8. Is a family member receiving assistance, benefits or services under a State program funded under Part A of Title IV of the Social Security Act or under any other State welfare program, and who is in compliance with that program – **Verification: Families First PRP or benefit letter**
9. Is a single parent of under school age children, or a parent of under school age children, where the other adult members qualify for an exemption from the community service requirement – **Verification: Children’s birth certificates**

In order to qualify for the exemption, you must turn in verification of your exemption with your request form. All new residents are exempt for the partial month when they first move in, after which an exemption must be requested if one is desired. If an exemption is not requested, it will be assumed that you do not desire one and you will be required to perform the required community service hours. Please fill in required information below.

I do hereby request an exemption from performing my eight hours of community service each month, because I qualify for one of the exemptions listed above.

Name

Address

Development

COMMUNITY SERVICE – INDIVIDUAL TIME SHEET

Name: _____

Move-in Date: _____

Address: _____

Start Month: _____

Month	Hours Required	Hours Comp	Organization	Location	Verified
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
TOTAL					

Annual Requirements Completed Yes No

Certified By _____

Attachment E – Pet Policy

THE CLARKSVILLE HOUSING AUTHORITY

PET REGULATIONS POLICY

Residents of The Clarksville Housing Authority may own and keep common household pets. However, prior to housing any pet on the premises, the residents must have written permission from The Clarksville Housing Authority Executive Director or Assistant Director/Project Manager. In order to receive permission for a pet, the following rules will apply:

1. Evidence that the pet has received current rabies and Distemper inoculations or boosters as applicable.
2. Evidence that the pet has been spayed or neutered as applicable.
3. A pet deposit in the amount of \$100.00 is required, which is refundable when the resident moves out or upon removal of the pet from the premises as long as there are no damages to the unit caused by the pet.

All residents with permission to have pets shall comply with the following rules:

1. Permitted pets are domesticated dogs, cats, birds, and fish aquariums. Snakes are not permitted. The size of the dog or cat may not exceed the following adult size:

Dog - 15 inches tall when full grown
Cat - 10 inches tall when full grown

The following dogs are not allowed: Rotweilers, Pit Bulls, Dobermans, Boxers, or Chows.
2. Only one pet per household is permitted.
3. Dogs and cats must be licensed yearly and residents must show proof of annual rabies and distemper booster inoculations.
4. Vicious and/or intimidating animals will not be allowed.
5. All dogs and cats must be spayed or neutered, as applicable, and evidence shown from a licensed veterinarian.
6. Dogs and cats must remain inside resident's unit, or if outside unit, be within resident's yard area and on a secured chain.
7. Dogs and cats must not be allowed to roam or be loose within the development.
8. When taken from the unit or yard area, dogs and cats must be on a leash, and controlled by an adult.
9. Birds must be confined to a cage at all times.
10. Residents are responsible for all local pet ordinances established by the City of Clarksville.

11. Residents shall not permit their pet to disturb, interfere, or diminish the peaceful enjoyment of other residents. The terms "disturb, interfere, and diminish" shall include, but not be limited to barking, charging, biting, scratching, and other like activities.
12. Residents are solely responsible for cleaning up pet droppings, inside and outside the unit and on property grounds. Droppings must be disposed of by being placed in a plastic sack and then placed in the residents' trashcan provided outside the unit.
13. Residents shall take adequate precautions and measures necessary to eliminate pet odors within and/or around the unit and shall maintain the unit and ground area in a sanitary condition at all times.
14. If pets are found to be left unattended for a period of 24 hours or more, The Clarksville Housing Authority reserves the right to enter the dwelling unit, remove the pet and transfer it to the proper authorities, subject to the provisions of Tennessee State law and pertinent local pet ordinances. The Clarksville Housing Authority accepts no responsibility for the animal under such circumstances.
15. Residents shall not alter their units, porch, or yard in any manner in order to create an enclosure for the pet.
16. Residents are responsible for all damages caused by their pets, including the cost of cleaning and spraying of the unit for fleas and/or ticks.
17. Residents are prohibited from feeding or harboring stray animals.
18. Should any pet give birth to a litter, all animals must be removed from the premises.
19. Residents shall not be allowed to keep any pets on a temporary basis.
20. Residents must identify an alternate custodian for their pet in case of resident's illness or other absence from the dwelling unit. This identification of an alternate custodian must occur prior to the resident's absence.

The privilege of maintaining a pet in a facility owned and operated by The Clarksville Housing Authority shall be subject to the rules above. This privilege may be revoked at any time subject to the Housing Authority grievance procedures.

If the animal should become destructive, create a nuisance, represent a threat to the health and security of other residents, or create a cleanliness or sanitation problem, The Housing Authority shall revoke all pet privileges including removal of the pet and/or eviction from the unit.

Attachment F – Advisory Board Committee Members

Ms. Mary Elliott
4A Summit Heights
Clarksville, TN

Margie Quarles
13D Howard St.
Clarksville, TN

Lucille Sweatt
25D Summit Heights
Clarksville, TN

Rosa Davis
353 Market St.
Clarksville, TN

Yvonne Chambers
27B Summitt Heights
Clarksville, TN

Attachment G – Resident Membership on the PHA Board of Commissioners

Mary Elliott
4A Summitt Heights
Clarksville, TN

Attachment H – Progress in Meeting the 5-year Plan and Mission and Goals

1. **Goal – Expand the supply of assisted housing:** The CHA has reduced public housing vacancies from 62 in 1999 to 30 in 2000.
2. **Goal – Improve the quality of assisted housing:**
 1. Our overall PHAS score increased from 68 in 1999 to 77.9 in 2000.
 2. We are continually upgrading and modernizing our public housing units.
 3. In FY 2000, we installed new roofing, sidewalks, and exterior improvements.
3. **Goal – Provide an improved living environment –** The CHA continues to implement the ongoing safety and security activities included in our Drug Elimination Program.
4. **Goal – Promote self-sufficiency and asset development of assisted households: -** We have revised our ACOP to give preference to working families. The CHA leadership program also promotes self-sufficiency.
5. **Goal – Ensure equal opportunity and affirmatively further fair housing:** The CHA continues to operate its public housing program to ensure equal access to all regardless of race, color, religion, national origin, sex, familial status, and disability. Our inspections, maintenance and modernization programs are spread equally among all of our developments.

Attachment I – FY 2001 Capital Fund Program Annual Statement

Annual Statement/Performance and Evaluation Report

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P01050101 Replacement Housing Factor Grant No:		Federal FY of Grant: FY 2001	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$205,226.00			
3	1408 Management Improvements	\$41,000.00			
4	1410 Administration	\$102,613.00			
5	1411 Audit	\$0.00			
6	1415 Liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$40,000.00			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvement	\$222,656.00			
10	1460 Dwelling Structures	\$248,284.00			
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00			
12	1470 Nondwelling Structures	\$50,762.00			
13	1475 Nondwelling Equipment	\$33,500.00			
14	1485 Demolition	\$0.00			
15	1490 Replacement Reserve	\$0.00			
16	1492 Moving to Work Demonstration	\$0.00			
17	1495.1 Relocation Costs	\$0.00			
18	1499 Development Activities	\$0.00			
19	1501 Collateralization or Debt Service	\$0.00			
20	1502 Contingency	\$82,091.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,026,132.00			

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

PHA Name: The Clarksville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN43P01050101 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2001
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Original Annual Statement **Reserve for Disasters/ Emergencies** **Revised Annual Statement (revision no:)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	\$0.00			
23	Amount of line 21 Related to Section 504 compliance	\$0.00			
24	Amount of line 21 Related to Security – Soft Costs	\$0.00			
25	Amount of Line 21 Related to Security – Hard Costs	\$0.00			
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00			

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P01050101 Replacement Housing Factor Grant No:			Federal FY of Grant: Fy 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Operations	1406	Total 1406	\$205,226.00				
PHA Wide	Resident Initiatives Coordinator	1408		\$35,000.00				
Mgmt. Imp.	Administrative/Maintenance Training	1408		\$1,000.00				
	Computer Software	1408		\$5,000.00				
			Total 1408	\$41,000.00				
PHA Wide	Modernization Coordinator	1410		\$48,000.00				
Admin	Administrative Salaries	1410		\$52,613.00				
	Sundry - Capital Fund			\$2,000.00				
			Total 1410	\$102,613.00				
PHA Wide	A & E Fees & Costs/Design & Insp.	1430	Total 1430	\$40,000.00				
PHA Wide	Contingency	1502	Total 1502	\$82,091.00				
PHA Wide	Site:							
	Playground Equipment	1450		\$20,000.00				
	Landscaping	1450		\$10,000.00				
	Sidewalk Repairs	1450		\$4,000.00				
	Force Account Labor	1450		\$10,000.00				
	Security Lighting	1450		\$5,000.00				
	Security Fencing	1450		\$15,000.00				
	Sanitary Sewer	1450	1950 L.F.	\$58,656.00				
	Sanitary Sewer	1450	6714 L.F.	\$100,000.00				
			Total Site:	\$222,656.00				

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P01050101 Replacement Housing Factor Grant No:			Federal FY of Grant: Fy 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Mechanical & Electrical:							
PHA Wide	Dryer vent & Electrical	1460	100	\$25,000.00				
				\$25,000.00				
	Building Exterior:							
PHA Wide	Exterior Building Renovations	1460		\$24,500.00				
	Address Numbers/Mailboxes	1460	90	\$4,500.00				
	Porch Dividers	1460		\$20,000.00				
				\$49,000.00				
	Dwelling Units:							
PHA Wide	Bathroom Renovations	1460		\$67,000.00				
	Kitchen Renovations	1460		\$67,284.00				
	Force Account Labor	1460		\$40,000.00				
				\$174,284.00				
	Non-Dwelling Structures							
	Office Renovation	1470		\$50,762.00				
	Non-Dwelling Equipment							
	Modernization Truck	1475		\$20,000.00				
	Computer Hardware	1475		\$10,000.00				
	Concrete Grinder	1475		\$3,500.00				
				\$1,026,132.00				

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program No: TN43P01050101 Replacement Housing Factor No:				Federal FY of Grant: FY 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA Wide	03/31/03			09/30/04			
TN010-003	03/31/03			09/30/04			
TN010-005	03/31/03			09/30/04			

Attachment J – Capital Fund Program 5-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name The Clarksville Housing Authority				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005
	Annual Statement				
PHA-Wide		\$677,930.00	\$661,930.00	\$733,930.00	\$735,930.00
TN010-001 – Lincoln Homes			\$314,202.00	\$102,000.00	\$210,202.00
TN010-002 – Summit Heights		\$50,000.00			
TN010-003 – Lincoln Homes			\$17,000.00		
TN010-004 – Summit Heights			\$33,000.00	\$155,202.00	
TN010-005 – Lincoln Homes		\$149,202.00		\$35,000.00	
TN010-007 - Edmondson Ferry		\$149,000.00			
TN010-008 - Chapel & Market Streets					\$80,000.00
CFP Funds Listed for 5-year planning		\$1,026,132.00	\$1,026,132.00	\$1,026,132.00	\$1,026,132.00
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2002 PHA FY: 2002			Activities for Year: <u>3</u> FFY Grant: 2003 PHA FY: 2003		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual Statement	PHA-Wide	Operations	\$205,226.00	PHA-Wide	Operations	\$205,226.00
	PHA-Wide	Management	\$41,000.00	PHA-Wide	Management	\$41,000.00
	PHA-Wide	Administrative	\$102,613.00	PHA-Wide	Administrative	\$102,613.00
	PHA-Wide	Contingency	\$82,091.00	PHA-Wide	Contingency	\$82,091.00
	PHA-Wide	Fees & Costs	\$40,000.00	PHA-Wide	Fees & Costs	\$50,000.00
	PHA-Wide	Computer Hardware	\$5,000.00	PHA-Wide	Computer Hardware	\$5,000.00
	PHA-Wide	Playground Equipment	\$10,000.00	PHA-Wide	Playground Equipment	\$25,000.00
	PHA-Wide	Landscaping	\$10,000.00	PHA-Wide	Landscaping	\$10,000.00
	PHA-Wide	Sidewalk Repair	\$10,000.00	PHA-Wide	Sidewalk Repair	\$10,000.00
	PHA-Wide	Security Lighting	\$4,500.00	PHA-Wide	Security Lighting	\$9,000.00
	PHA-Wide	Security Fencing	\$5,000.00	PHA-Wide	Ext. Building Repairs	\$20,000.00
	PHA-Wide	Ext. Building Repairs	\$20,000.00	PHA-Wide	Interior Unit Renovation	\$102,000.00
	PHA-Wide	Interior Unit Renovation	\$120,000.00		Total PHA-Wide	\$661,930.00
	PHA-Wide	Porch Dividers	\$22,500.00	TN010-001	Parking Space	\$33,656.00
		Total PHA-Wide	\$677,930.00	TN010-001	Roofing & Fire Stops	\$200,000.00
	TN010-002	Dryer Vents & Electrical	\$50,000.00	TN010-001	Air Conditioning	\$80,546.00
	TN010-007	Sanitary Sewer	\$149,000.00		Total TN010-001	\$314,202.00
	TN010-005	Replace Water Lines	\$149,202.00	TN010-003	Dryer Vents & Electrical	\$17,000.00
				TN010-004	Dryer Vents & Electrical	\$33,000.00
Total CFP Estimated Cost			\$1,026,132.00			\$1,026,132.00

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

Activities for Year : <u>4</u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 2005		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA Wide	Operations	\$205,226.00	PHA-Wide	Operations	\$205,226.00
	Management	\$41,000.00		Management	\$41,000.00
	Administrative	\$102,613.00		Administrative	\$102,613.00
	Contingency	\$82,091.00		Contingency	\$82,091.00
	Fees & Costs	\$50,000.00		Fees & Costs	\$50,000.00
	Computer Hardware	\$5,000.00		Computer Hardware	\$5,000.00
	Playground Equipment	\$10,000.00		Playground Equipment	\$10,000.00
	Landscaping	\$10,000.00		Landscaping	\$10,000.00
	Sidewalk Repair	\$10,000.00		Sidewalk Repair	\$10,000.00
	Ext. Building Repairs	\$20,000.00		Ext. Building Repairs	\$20,000.00
	Interior Unit Renovation	\$198,000.00		Interior Unit Renovation	\$150,000.00
	Total PHA-Wide	\$733,930.00			Lead Testing
TN010-001	Air Conditioning	\$102,000.00	Total PHA-Wide	\$735,930.00	
TN010-004	Parking	\$24,656.00	TN010-001	Parking Spaces	\$45,000.00
TN010-004	Sanitary Sewer	\$130,546.00		Demolition	\$70,000.00
	Total TN010-004	\$155,202.00		Air Conditioning	\$95,202.00
TN010-005	Dryer Vents & Electrical	\$35,000.00		Total TN010-001	\$210,202.00
			TN010-008	Sanitary Sewer	\$80,000.00
Total CFP Estimated Cost		\$1,026,132.00			\$1,026,132.00

Attachment K

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

PHA Name: The Clarksville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN43P010707 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 1998
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$0.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$33,633.83	\$35,310.83	\$35,310.83	\$35,310.83
4	1410 Administration	\$74,040.00	\$74,040.00	\$74,040.00	\$74,040.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$34,920.00	\$33,231.91	\$33,231.91	\$33,231.91
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$0.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$567,405.00	\$568,955.00	\$568,955.00	\$568,955.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$3,075.00	\$3,075.00	\$3,075.00	\$3,075.00
13	1475 Nondwelling Equipment	\$20,446.17	\$20,446.17	\$20,446.17	\$20,446.17
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$7,000.00	\$5,461.09	\$5,461.09	\$5,461.09
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$740,520.00	\$740,520.00	\$740,520.00	\$740,520.00
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 compliance	\$0.00	\$0.00	\$0.00	\$0.00

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

PHA Name: The Clarksville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN43P010707 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 1998
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of Line 21 Related to Security – Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P010707 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations	1406		\$0.00	\$0.00	\$0.00	\$0.00	
	Resident Initiatives Coordinator	1408		\$28,000.00	\$35,310.83	\$35,310.83	\$35,310.83	
	Maintenance Training	1408		\$0.00	\$0.00	\$0.00	\$0.00	
	Computer software	1408		\$5,633.83	\$0.00	\$0.00	\$0.00	
	Modernization Coordinator	1410		\$38,000.00	\$38,000.00	\$38,000.00	\$38,000.00	
	Administrative Salaries	1410		\$36,040.00	\$36,040.00	\$36,040.00	\$36,040.00	
	A&E Fees and Costs	1430		\$34,920.00	\$33,231.91	\$33,231.91	\$33,231.91	
	Relocation Expenses	1495.1		\$7,000.00	\$5,461.09	\$5,641.09	\$5,461.09	
Contingency	1502		\$0.00	\$0.00	\$0.00	\$0.00		
TN010-008	Heating and Cooling System	1450		\$105,500.00	\$110,000.00	\$110,000.00	\$110,000.00	
	Electrical Renovation	1460		\$85,275.00	\$72,050.00	\$72,050.00	\$72,050.00	
	Exterior Doors and Frames	1460		\$30,400.00	\$32,000.00	\$32,000.00	\$32,000.00	
	Security screen doors	1460		\$5,700.00	\$6,000.00	\$6,000.00	\$6,000.00	
	Foundation repair	1460		\$44,000.00	\$39,825.83	\$39,825.83	\$39,825.83	
TN010-005	Foundation repair	1460		\$44,000.00	\$48,025.42	\$48,025.42	\$48,025.42	
TN010-008	Bathroom renovations	1460		\$64,300.00	\$67,300.00	\$67,300.00	\$67,300.00	
	Interior doors	1460		\$42,300.00	\$46,000.00	\$46,000.00	\$46,000.00	
	Repair crown moldings	1460		\$2,600.00	\$4,000.00	\$4,000.00	\$4,000.00	
	Replace floor tile	1460		\$34,900.00	\$42,650.00	\$42,650.00	\$42,650.00	
	Repair floor framing system	1460		\$15,600.00	\$7,000.00	\$7,000.00	\$7,000.00	
	Kitchen renovations	1460		\$52,430.00	\$56,000.00	\$56,000.00	\$56,000.00	
TN010-008	Patch and paint units	1460		\$33,900.00	\$28,903.75	\$28,903.75	\$28,903.75	
	Hot water heaters	1460		\$6,500.00	\$8,000.00	\$8,000.00	\$8,000.00	
	Stair risers, tread, handrail, newel post	1460		\$0.00	\$1,200.00	\$1,200.00	\$1,200.00	

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P010707 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 1998		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Relocate HVAC system in central office	1470		\$3,075.00	\$3,075.00	\$3,075.00	\$3,075.00	
PHA Wide	Computer hardware	1475		\$20,446.17	\$20,446.17	\$20,446.17	\$20,446.17	

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program No: TN43P010707 Replacement Housing Factor No:					Federal FY of Grant: FY 1998	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
Resident Initiatives Coordinator	03/31/00			09/30/01				
Maintenance Training	03/31/00			09/30/01				
Computer software	03/31/00			09/30/01				
TN010-005	03/31/00			09/30/01				
TN010-008	03/31/00			09/30/01				

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

PHA Name: The Clarksville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN43P01070899 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 1999
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$0.00	\$87,202.00	\$87,202.00	\$87,202.00
3	1408 Management Improvements	\$36,000.00	\$36,000.00	\$36,000.00	\$1,899.69
4	1410 Administration	\$87,202.00	\$87,202.00	\$87,202.00	\$51,755.95
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$30,000.00	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$48,000.00	\$48,000.00	\$48,000.00	\$3,300.00
10	1460 Dwelling Structures	\$559,061.00	\$597,567.23	\$597,567.23	\$449,671.17
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$20,000.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$15,000.00	\$13,452.78	\$13,452.78.00	\$13,452.78
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$12,000.00	\$2,600.99	\$2,600.99	\$2,600.99
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$64,762.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$872,025.00	\$872,025.00	\$872,025.00	\$609,882.58
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security – Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00

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

PHA Name: The Clarksville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN43P01070899 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 1999
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P01070899 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Operations	1406		\$0.00	\$87,202.00	\$87,202.00	\$87,202.00	
	Resident Initiatives Coordinator	1408		\$35,000.00	\$35,040.00	\$35,040.00	\$939.69	
PHA Wide	Administrative/Maintenance Training	1408		\$1,000.00	\$960.00	\$960.00	\$960.00	
	Modernization Coordinator	1410		\$40,000.00	\$40,000.00	\$0.00	\$51,755.95	
PHA Wide	Administrative Salaries	1410		\$47,202.00	\$47,202.00	\$87,202.00	\$0.00	
PHA Wide	A/E fees and costs	1430		\$30,000.00	\$0.00	\$0.00	\$0.00	
	Mod Coordinator truck	1475		\$15,000.00	\$13,452.78	\$13,452.78	\$13,452.78	
	Relocation expenses	1495.1		\$12,000.00	\$2,600.99	\$2,600.99	\$2,600.99	
	Contingency	1502		\$64,762.00	\$0.00	\$0.00	\$0.00	
	Playground equipment	1450		\$28,000.00	\$28,000.00	\$28,000.00	\$0.00	
	Sidewalk repair	1450		\$20,000.00	\$20,000.00	\$20,000.00	\$3,300.00	
TN010-008	Heating and cooling systems	1460		\$76,692.00	\$60,500.00	\$60,500.00	\$60,500.00	
	Electrical renovation	1460		\$48,180.00	\$40,700.00	\$40,700.00	\$40,700.00	
	Exterior doors and frames	1460		\$13,968.00	\$17,600.00	\$17,600.00	\$17,600.00	
	Security screen doors	1460		\$8,712.00	\$3,300.00	\$3,300.00	\$3,300.00	
TN010-007	Roofs	1460		\$100,000.00	\$54,000.00	\$54,000.00	\$0.00	
	Turbine vents	1460		\$10,885.00	\$6,000.00	\$6,000.00	\$0.00	
	Force account labor-roofing	1460		\$0.00	\$40,448.69	\$40,448.69	\$0.00	
PHA Wide	Building exterior maintenance	1460		\$0.00	\$41,739.79	\$41,739.79	\$41,739.79	
	Force account labor	1460		\$0.00	\$31,500.00	\$31,500.00	\$26,052.63	
TN010-008	Bathroom renovations	1460		\$66,132.00	\$40,400.00	\$40,400.00	\$40,400.00	
TN010-008	Interior doors	1460		\$27,696.00	\$24,600.00	\$24,600.00	\$24,600.00	
	Repair crown molding	1460		\$1,764.00	\$2,200.00	\$2,200.00	\$2,200.00	
	Replace floor tile	1460		\$50,472.00	\$37,400.00	\$37,400.00	\$37,400.00	

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P01070899 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Repair floor framing system	1460		\$6,000.00	\$11,000.00	\$11,000.00	\$11,000.00	
	Kitchen renovations	1460		\$38,376.00	\$30,800.00	\$30,800.00	\$30,800.00	
	Patch and paint unit	1460		\$32,292.00	\$26,896.25	\$26,896.25	\$26,896.25	
	Replace water heaters	1460		\$8,196.00	\$7,500.00	\$7,500.00	\$7,500.00	
	Stair risers, tread, handrail and newel post	1460		\$9,696.00	\$9,779.50	\$9,779.50	\$9,779.50	
TN010-007	Fire stops	1460		\$60,000.00	\$42,000.00	\$42,000.00	\$0.00	
PHA Wide	Operations per HUD approval	1460		\$0.00	\$69,203.00	\$69,203.00	\$69,203.00	
Site wide	Relocate HVAC system in central office	1470		\$20,000.00	\$0.00	\$0.00	\$0.00	

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program No: TN43P01070899 Replacement Housing Factor No:					Federal FY of Grant: FY 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
Resident Initiatives Coordinator	03/31/01			09/30/02				
Administrative/maintenance training	03/31/01			09/30/02				
TN010-007	03/31/01			09/30/02				
TN010-008	03/31/01			09/30/02				

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

PHA Name: The Clarksville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN43P01050100 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2000
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$201,133.00	\$201,133.00	\$201,133.00	\$201,103.00
3	1408 Management Improvements	\$36,000.00	\$36,000.00	\$0.00	\$0.00
4	1410 Administration	\$87,202.00	\$90,000.00	\$1,474.34	\$1,474.34
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$20,000.00	\$65,000.00	\$20,000.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$87,542.00	\$133,000.00	\$63,000.00	\$0.00
10	1460 Dwelling Structures	\$402,114.00	\$208,858.00	\$55,000.00	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$106,910.00	\$206,910.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0.00	\$64,762.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$64,762.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$1,005,663.00	\$1,005,663.00	\$340,607.34	\$202,577.34
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security – Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00

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

PHA Name: The Clarksville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN43P01050100 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2000
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00	\$0.00	\$0.00

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P01050100 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Operations	1406		\$201,133.00	\$201,133.00	\$201,133.00	\$201,133.00	
PHA Wide	Resident Initiatives Coordinator	1408		\$35,000.00	\$35,000.00	\$0.00	\$0.00	
	Administrative/maintenance training	1408		\$1,000.00	\$1,000.00	\$0.00	\$0.00	
	Modernization Coordinator	1410		\$40,000.00	\$40,000.00	\$0.00	\$0.00	
	Administrative salaries	1410		\$47,202.00	\$47,202.00	\$0.00	\$0.00	
	Sundry – Capital fund	1410		\$0.00	\$2,798.00	\$1,474.34	\$1,474.34	
	A/E fees and costs	1430		\$20,000.00	\$65,000.00	\$20,000.00	\$0.00	
	Contingency	1502		\$64,762.00	\$64,762.00	\$0.00	\$0.00	
	Playground equipment	1450		\$25,000.00	\$25,000.00	\$0.00	\$0.00	
	Landscaping	1450		\$25,000.00	\$25,000.00	\$0.00	\$0.00	
	Install new handrails	1450		\$7,542.00	\$0.00	\$0.00	\$0.00	
	Sidewalk repairs	1450		\$10,000.00	\$63,000.00	\$63,000.00	\$0.00	
	Security fencing	1450		\$10,000.00	\$10,000.00	\$0.00	\$0.00	
	Remove parking area ponding	1450		\$10,000.00	\$10,000.00	\$0.00	\$0.00	
	Gutters, downspouts, fascia , soffit	1450						
	Brick and mortar repairs	1460		\$20,000.00	\$20,000.00	\$0.00	\$0.00	
	Install new porch rails	1460		\$5,000.00	\$5,000.00	\$0.00	\$0.00	
TN010-007	Storage units	1460		\$372,964.00	\$0.00	\$0.00	\$0.00	
PHA Wide	Address numbers	1460		\$4,150.00	\$4,150.00	\$0.00	\$0.00	
	Roofing	1460		\$0.00	\$55,000.00	\$55,000.00	\$0.00	
PHA Wide	General building repairs	1460		\$0.00	\$124,708.00	\$0.00	\$0.00	

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

PHA Name: The Clarksville Housing Authority		Grant Type and Number Capital Fund Program No: TN43P01050100 Replacement Housing Factor No:					Federal FY of Grant: FY 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
PHA Wide	03/30/02			09/30/03				
Resident Initiatives Coordinator	03/30/02			09/30/03				
Administrative/maintenance training	03/30/02			09/30/03				
General Building repairs	03/30/02			09/30/03				
Roofing	03/30/02			09/30/03				