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

PHA Plans for the Housing Authority of the City of El Paso

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

Transmitted to HUD **April 16, 2001**

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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002
Last printed 6/28/01 7:17 PM

PHA Plan
Agency Identification

PHA Name: Housing Authority of the City of El Paso

PHA Number: TX003

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

Public Access to Information

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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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 mision 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:

The Housing Authority of the City of El Paso's mission is to provide and increase safe, decent, sanitary, and affordable housing for assisted families at or below 80% of median income by maintaining the Housing Authority's existing housing stock and ensuring that private rentals under the Section 8 programs meet HUD Housing Quality Standards.

To the greatest extent possible, the Housing Authority will ensure equal opportunities in housing and will promote a transitional housing environment that is designed to help families achieve economic independence by virtue of self-sufficiency programs, resident business ventures, resident employment and homeownership opportunities. As a result the Housing Authority of the City of El Paso improves the community quality of life and economic viability.

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: **891-FY2001-Fair Share Voucher Program**
- ☐ Reduce public housing vacancies:
- ☒ Leverage private or other public funds to create additional housing opportunities: **$ 3million by June 2003.**

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- ☒ Acquire or build units or developments: **408 units by June 2003, 174 units Kennedy Estates Subdivision, 110 units Rubin Heights Subdivision, 65 units Elderly Complex – 1600 Montana, and 50 units Farm Labor Housing.**
- ☐ 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: **on going**
- ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections**) Continue to Improve Section 8 Participant and staff interaction.**
- ☒ Renovate or modernize public housing units: **Modernize1,000 units 6/30/02.**
- ☒ Demolish or dispose of obsolete public housing: **demolish approximately 195 units by 6/30/04, Kathy White 72, Salazar 77, Paisano 46.**
- ☒ Provide replacement public housing: **124 replacement units by 7/31/02.**
- ☒ Provide replacement vouchers: **Per HUD approval.**
- ☒ Other: (list below)
  - ♦ **Improve communications with Section 8 landlords and hold periodic landlord briefings - ongoing**
  - ♦ **Reduce drug-related crime by 5% from 12/31/00 to 12/31/01.**

☒ PHA Goal: Increase assisted housing choices
Objectives:

- ☒ Provide voucher mobility counseling: **at each briefing for new participants and with each unit transfer for current Section 8 participants.**
- ☒ Conduct outreach efforts to potential voucher landlords **Conduct at least one public meeting for potential landlords annually.**
- ☒ Increase voucher payment standards: **As needed.**
- ☒ Implement voucher homeownership program: **complete plan for the implementation of the voucher homeownership program.**
- ☒ Implement public housing or other homeownership programs: **Complete Homeownership Plan and obtain HUD approval for the 50 dwelling units at Kennedy Estates. Complete requirements for construction of approximately 15 replacement units with Modernization for Development Funds.**
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☒ Other: (list below) **Continue providing first time homebuyer education to residents by certified HACEP staff at Family Investment Center.**

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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: **Fencing and landscaping. Through PHDEP program, funding is available for security personnel enhancements and employment of off-duty police officers.**
- ☐ 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: **By 5% of employed public housing families from 7/1/01 to 8/30/05 through the ROSS program and HACEP vacancies.**
- ☒ Provide or attract supportive services to improve assistance recipients' employability: **Coordinate with service providers and establish resident owned business that will hire residents.**
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☒ Other: (list below)
  Submit funding application for Section 811 program for families with disabilities

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: **Provide staff training and guidance on compliance.**
- ☒ 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: **Provide staff training and guidance on compliance.**

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☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: **Create partnerships with groups and organizations to ensure need is being addressed.**

☒ Other: (list below) **Provide Fair Housing information to applicants.**

Other PHA Goals and Objectives: (list below)

Development of additional affordable housing for persons with disabilities and underserved populations.

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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 Housing Authority of the City of El Paso has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The purpose of the Annual Plan is to provide a framework for local accountability and an easily identifiable source by which public housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.

The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the best customer service.

Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy and Section 8 Administrative Plan are the two primary policies on display. These important documents cover the public housing tenant selection and assignment plan, outreach services, PHA's responsibility to Section 8 owners/landlords, grievance procedures, etc.

The most important challenges to be met by the Housing Authority of the City of El Paso during FY 2001 include:
- Reduce drug and alcohol abuse through the Public Housing Drug Elimination Program;

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- Preserve and improve the public housing stock through the Capital Funds activities, including modernization of several units;
- Provide equal housing opportunities to all residents;
- Involve the public housing residents and the Section 8 participants on the agency plan through the Resident Advisory Boards (RAB);
- Train staff and commissioners to fully understand and take advantage of opportunities under QHWRA of 1998 to better serve our residents and the community; and
- Identify, develop and leverage services to enable low-income families to become self-sufficient.

In closing, this Annual PHA Plan exemplifies the commitment of the Housing Authority of the City of El Paso to meet the housing needs of the full range of low-income residents. The Housing Authority, in partnership with agencies from all levels of government, the business community, non-profit community groups, and residents will use this plan as a road map to reach the "higher quality of life" destination.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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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 **(TX003a02)**
☒ FY 2001 Capital Fund Program Annual Statement **(TX003b02)**
☐ 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 **(TX003c02)**
☒ Public Housing Drug Elimination Program (PHDEP) Plan **(TX003d02)**
☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **(TX003j02)**
☒ Other (List below, providing each attachment name)
Substantial Deviation and Significant Amendment or Modification (**TX003e02**)
Annual Plan 2001 and Five Year Action Plan Narrative (**TX003f02**)
Pet Ownership Rules for Family Developments **(TX003g02**)
Community Service Policy **(TX00h02)**
List of members of the Resident Advisory Boards (RAB) (**TX003i02)**
Accomplishments (**TX003k02**)
Performance and Evaluation Report CGP 707, CGP 708, CFP 501, CFPR2000 and CFPR1999 **(TX003l02)**

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
	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	5 Year and Annual Plans

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	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.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures	Annual Plan: Grievance

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	☒ check here if included in Section 8 Administrative Plan	Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	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
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	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	14,563	5	5	5	5	5	3
Income >30% but <=50% of AMI	10,834	5	5	5	5	5	3
Income >50% but <80% of AMI	12,254	5	5	5	5	5	3
Elderly	19,193	5	5	5	5	5	3
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Caucasian	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

There is a deficit of 25, 000 units of affordable housing to low-income renters >50%AMI). (Consolidated Plan – El Paso) information based on 1999 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: 2001 to 2005

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data
Indicate year: 1990

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
- ☐ Section 8 tenant-based assistance
- ☒ Public Housing
- ☐ Combined Section 8 and Public Housing
- ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	**2749**		**1123**
Extremely low income <=30% AMI	**1675**	**61%**	
Very low income (>30% but <=50% AMI)	**702**	**26%**	
Low income (>50% but <80% AMI)	**370**	**13%**	
Families with children	**2234**	**81.33%**	
Elderly families	**174**	**6.33%**	
Families with Disabilities	**341**	**12.41%**	
Hispanic	**2732**	**99.45%**	
African American	**4**	**.15%**	
Native American	**2**	**.07%**	
Caucasian	**9**	**.33%**	
Asian	**2**	**.07%**	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	**630**	**22.93%**	**127**
2 BR	**1149**	**41.83%**	**372**
3 BR	**814**	**29.63%**	**498**
4 BR	**112**	**4.08%**	**97**
5 BR	**40**	**1.46%**	**29**
5+ BR	**4**	**0**	**0**

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Housing Needs of Families on the Waiting List

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

If yes:

How long has it been closed (# of months)? **Oct. 21, 2000**

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☒ Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

☒ Section 8 tenant-based assistance

☐ Public Housing

☐ Combined Section 8 and Public Housing

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

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	**3231**		**300**
Extremely low income <=30% AMI	**2006**	**62%**	
Very low income (>30% but <=50% AMI)	**716**	**23%**	
Low income (>50% but <80% AMI)	**509**	**15%**	
Families with children	**2538**	**79%**	
Elderly families	**131**	**4%**	
Families with Disabilities	**562**	**17%**	
Hispanic	**3171**	**98%**	
Caucasian	**20**	**1%**	
African American	**36**	**1%**	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	**N/A**	**N/A**	**N/A**
2 BR	**N/A**	**N/A**	**N/A**
3 BR	**N/A**	**N/A**	**N/A**

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Housing Needs of Families on the Waiting List			
4 BR	**N/A**	**N/A**	**N/A**
5 BR	**N/A**	**N/A**	**N/A**
5+ BR	**N/A**	**N/A**	**N/A**

Is the waiting list closed (select one)? ☐ No ☒ Yes
If yes:
How long has it been closed (# of months)? **N/A**
Does the PHA expect to reopen the list in the PHA Plan year? ☒ No ☐ Yes
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

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) **Continue to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.**

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 65 units at Montana
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☒ Other: (list below) **Building rentals units for additional affordable housing.**

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 – Subsidy	6,930,095.00	
b) Public Housing Capital Fund CFP-502	10,988,253.00	
c) Modernization for Development CFPR00350101	400,609.00	Replacement Housing
d) HOPE VI Replacement Housing	5,989,009.62	Housing Development
e) Development TX60	828,066.00	Housing Development
f) Annual Contributions for Section 8 Tenant-Based Assistance	17,648,101.00	Also, Contract Administrator for Sec 8 – Project based Admin. Fee 176,413.00
g) HOPE VI Homeownership Assistance	800,000.00	
h) Public Housing Drug Elimination Program (including any Technical Assistance funds)	1,461,619.00	Crime reduction programs, security and physical improvements
Other Federal Grants (list below)		
Empowerment Zoning	140,000.00	Homeownership construction
USDA Department of Agriculture RD/Grant/Loan	2,500,000.00	Farm Labor Housing
2. Prior Year Federal Grants (unobligated funds only) (list below) as of Dec. 2000		
Capital Fund Program – CFP 501-00, CFP-R-00, CFP-R-99	11,169,056.00	Public housing Capital Improvements, Operations, Security, Modernization for Developments, and Management Improvement.
New Approach Anti – Drug 1999 & 2000	754,905.00	Safety/Security/Physical Improvements
ROSS RSDM 1999	250,000.00	Supportive Services
PIC – Rio Grande Work Force	46,369.00	Supportive Services
PHDEP 1999 & 2000	1,134,634.00	Safety/Security/ Physical Improvements
Sub-total	**61,040,716.62**	
3. Public Housing Dwelling Rental Income	10,423,690.00	Public housing operations
4. Other income (list below)	663,820.00	
Non-dwelling Rental	40,580.00	Public housing operations FY-01
Excess utilities:	138,000.00	Public housing operations FY-01

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
Interest on General Funds Investments	379,130.00	Public housing operations FY-01
Other income: Legal fees, maintenance	106,110.00	Public housing operations FY-01
4. Non-federal sources (list below)		
Non – HUD Properties Operating Receipts as of 6/30/00	2,090,098.00	PHA – Owned Units
Sub-total	**13,177,608.00**	
Total resources	**74,218,324.62**	

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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) **At the time name is reached on waiting list**

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

☒ Criminal or Drug-related activity
☒ Rental history
☒ Housekeeping
☒ Other (describe) **Sex Offender**

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) **At site advertised by PHA**

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**

The PHA does not operate site-based waiting lists

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

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)? N/A
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously. N/A
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)? N/A
☐ 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: N/A

(4) Admissions Preferences

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
☒ Emergencies
☒ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)

☐ Resident choice: (state circumstances below)
☐ Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

2 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

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1 Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)
☐1 Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☐1 Residents who live and/or work in the jurisdiction
☐1 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)
☐1 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) **Within 10 days of occurrence**

(6) Deconcentration and Income Mixing *(In admission and occupancy policy pg46 Section 11 Resolution 887)*

a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
Analysis in process in accordance with Final Rule 12/22/2000 24 CFR Part 903

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

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

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

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

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

☐ Other (list policies and developments targeted below)

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

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

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

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

☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:
Analysis in process in accordance with Final Rule 12/22/2000 24 CFR Part 903

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

☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:
Analysis in process in accordance with Final Rule 12/22/2000 24 CFR Part 903

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B. Section 8

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

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)
☒ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☐ Other (list below)

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
☐ Criminal or drug-related activity
☒ Other (describe below)
Resident name & address (last known from computer system)
Current & prior landlord name & address

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
☒ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project-based certificate program
☒ Other federal or local program (list below). At site advertised by PHA

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)
At site advertised by PHA

(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:

-30 days at a time
-must be requested in writing
-medical
-mobility/deconcentration
-tight market

(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) **N/A**

Former Federal preferences **N/A**

☐ 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) **N/A**

☐ 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.

1 Date and Time

Former Federal preferences **N/A**

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) **N/A**

☐ 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) **N/A**

☐ 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) **N/A**

☐ 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) **N/A**

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

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(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) **Coalition for homeless**
Special committees

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4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☐ $0
☒ $1-$25
☐ $26-$50

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

3. If yes to question 2, list these policies below**:**
Admissions and Occupancy Handbook (A&O).

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)

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☐ 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 allthat 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) **Within 10 days occurrence**

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

(2) Flat Rents

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

☒ The section 8 rent reasonableness study of comparable housing
☒ Survey of rents listed in local newspaper**, if needed**
☒ Survey of similar unassisted units in the neighborhood**, if needed**
☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

☐ At or above 90% but below100% 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) **N/A**

☐ 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)

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5. Operations and Management - N/A

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

☐ An organization chart showing the PHA's management structure and organization is attached.

☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

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

C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures - Not Required

[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 – N/A

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– N/A

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) **TX003b02**

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name**TX003c02**)

-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: **Kennedy Brothers Memorial Apartments**
2. Development (project) number: **TX21-P003-022**
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:
Kathy White Apartments

☐ 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:

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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: **Ruben Salazar Park** 1b. Development (project) number: **TX21-P003-010**
2. Activity type: Demolition ☒ Disposition ☐
3. Application status (select one) Approved ☒ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: **(07/23/99)**
5. Number of units affected**: 77** 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: **02/12/01** b. Projected end date of activity: **02/12/02**

Demolition/Disposition Activity Description
1a. Development name: **Paisano Elderly** 1b. Development (project) number: **TX21-P003-015B**
2. Activity type: Demolition ☒ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☒
4. Date application approved, submitted, or planned for submission: **(4/28/00)**
5. Number of units affected**: 46** 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: **7/01/01** b. Projected end date of activity **03/01/03**

Demolition/Disposition Activity Description
1a. Development name: **1600 Montana Avenue Administrative Offices** 1b. Development (project) number: **TX21-P003-0000**
2. Activity type: Demolition ☒ Disposition ☐
3. Application status (select one) Approved ☒ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: **(4/28/00)**
5. Number of units affected**: One Building** 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: **7/01/01** b. Projected end date of activity: **01/04/03**

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Demolition/Disposition Activity Description
1a. Development name: **Kathy White Memorial Apts.** 1b. Development (project) number: **TX21-P003-020**
2. Activity type: Demolition ☒ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☒ Hope VI
4. Date application approved, submitted, or planned for submission: **(5/17/01)**
5. Number of units affected**: 72** 6. Coverage of action (select one) ☐ Part of the development ☒ Total development
7. Timeline for activity: a. Actual or projected start date of activity: **01/05/02** b. Projected end date of activity: **07/01/03**

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

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 **N/A**

☐ 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 ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission:
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ Total development

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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 – **N/A**

☐ 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? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ 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) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:)

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

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: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action: (select one) ☐ Part of the development ☐ Total development

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

B. Section 8 Tenant Based Assistance

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

2. Program Description: **N/A**

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

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☐ 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:

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12. PHA Community Service and Self-sufficiency Programs N/A

[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? DD/MM/YY

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 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

Located at Central Administration Building

13. PHA Safety and Crime Prevention Measures (TX003d02)

[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 N/A

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

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

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

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

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

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

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

☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
☐ Crime Prevention Through Environmental Design
☐ Activities targeted to at-risk youth, adults, or seniors

☐ Volunteer Resident Patrol/Block Watchers Program
☐ Other (describe below)

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

C. Coordination between PHA and the police **N/A**

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: **TX003d02**)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Pet Policy Located at Central Administration Building

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15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U S.C. 1437c(h))? (If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☒ No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain?
5. ☐ Yes ☒ No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

17. PHA Asset Management N/A

[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:

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

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

☐ Other: (list below)

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

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

☐ Candidates were nominated by resident and assisted family organizations
☐ Candidates could be nominated by any adult recipient of PHA assistance
☐ Self-nomination: Candidates registered with the PHA and requested a place on ball
☐ Other: (describe) Candidates registered with HACEP and were selected by the board

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) Candidates selected by the board

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) **City of El Paso**

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)

- **The Hope VI homeownership initiatives and other public housing homeownership programs will continue;**
- **The feasibility of utilizing the Section 8 Program to increase homeownership opportunities will be studied;**
- **Rental assistance to low-income families will be expanded as the Section 8 Housing Choice Voucher Program expands;**
- **Partnerships with the local government will be strengthened**
- **Renovation of public housing units will continue.**
- **A wide variety of social services are provided, including self-sufficiency activities in support of the Consolidated Plans Anti-Poverty Strategy.**
- **HACEP's Section 3 Program supports the job opportunity initiatives.**
- **Coordinate efforts with non-profit social service agencies.**
- **Capital Funds will be used to leverage funds for the development financing, and modernization of public housing and affordable housing.**

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
   - **The Consolidated Plan supports efforts to increase the supply of affordable housing.**

- **The Consolidated Plan objectives include homeownership assistance, support to existing substantial housing, extending partnerships and expanding rental assistance**

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.

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PHA Plan
Table Library

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

(See attachment "B")

Annual Statement
Capital Fund Program (CFP) Part I: Summary

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

☐ Original Annual Statement

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

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

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

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

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

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

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

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
(See attachment "C")		
Total estimated cost over next 5 years		

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		**Activity Description**						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III *Component 7a*	Development Activities *Component 7b*	Demolition / disposition *Component 8*	Designated housing *Component 9*	Conversion *Component 10*	Home-ownership *Component 11a*	Other (describe) *Component 17*

DECONCENTRATION AND INCOME TARGETING POLICY
FOR THE
HOUSING AUTHORITY OF THE
CITY OF EL PASO, TEXAS

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Deconcentration and Income Targeting Policy
(of the Public Housing Admissions and Occupancy Policy)

Sub-Title A, Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), establishes two interrelated requirements for implementation by Public Housing Authorities: (1) Economic Deconcentration of public housing developments and (2) Income Targeting to assure that families in the "extremely low" income category are proportionately represented in public housing and that pockets of poverty are reduced or eliminated. Under the de-concentration requirement, PHAs are to implement a program which provides that families with lower incomes will be offered units in housing developments where family incomes are the highest and higher income families will be offered units in developments where family incomes are the lowest. In order to implement these new requirements the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.

Therefore, the Housing Authority of the City of El Paso (HACEP) hereby affirms its commitment to implementation of the two requirements by adopting the following policies:

Economic Deconcentration:

Admission and occupancy policies are revised to include HACEP's policy of promoting economic deconcentration of its housing developments by offering lower income families, selected in accordance with applicable preferences and priorities, units in developments where family incomes are highest. Conversely, families with higher incomes will be offered units in developments with the lowest average family incomes.

Implementation of this program will require HACEP to (1) determine and compare the relative tenant incomes of each development and the incomes of census tracts in which the developments are located, and (2) consider what policies, measures or incentives are necessary to bring higher income families into lower income developments (or into developments in lower income census tracts) and lower-income families into higher-income projects (or into developments in higher income census tracts.

In addition, an assessment of the average family income for each development is necessary. Families will be provided with an explanation of the policy during the application/screening process and/or the occupancy orientation sessions with opportunities to discuss the options available to the families. Families will be informed that should they choose not to accept the first unit offered under this system their refusal will not be cause to drop their name to the bottom of the waiting list.

Implementation may include the following efforts:

- Skipping families on the waiting list based on income;
- Establishing preferences for working families;
- Establish preferences for families in job training programs;

- Establish preferences for families in education or training programs;
- Ceiling rents;
- Flat rents for selected developments;
- Saturday and evening office hours;
- Revised transfer policies;

Income Targeting:

As public housing dwelling units become available for occupancy, HACEP employees will offer units to applicants on the waiting list. In accordance with the Quality Housing and Work Responsibility Act of 1998, HACEP encourages occupancy of its developments by a broad range of families with incomes up to 80% of the median income for the jurisdiction in which HACEP operates. At a minimum, 40% of all new admissions to public housing **on an annual basis** will be families with incomes at or below 30% (extremely low income) of the area median income. The offer of assistance will be made without discrimination because of race, color, religion, sex, national origin, age, handicap or familial status.

HACEP may employ a system of income ranges in order to maintain a public housing resident body composed of families with a range of incomes and rent paying abilities representative of the range of incomes among lower income families in our area of operation, and will take into account the average rent that should be received to maintain financial solvency. The selection procedures are designed so that selection of new public housing residents will bring the actual distribution of rents closer to the projected distribution of rents.

In order to implement the income targeting program, the following policy is adopted:

- HACEP may select, based on date and time of application and local preferences, four families in the extremely low income category and six families from the lower income category alternately until the 40% admission requirement of extremely low income families is achieved.

- To the maximum extent possible, the offers will also be made to effect HACEP's policy of economic deconcentration.

- For the initial year of implementation, a pro-rated percentage of the new admissions will be calculated from April 1, 1999 through the end of the fiscal year. Following the initial implementation period, the 40% requirement will be calculated based on new admissions for the fiscal year.

- HACEP reserves the option, at any time, to reduce the targeting requirement for public housing by no more than 10%, if it increases the target figure for its Section 8 program from the required level of 75% of annual new admissions to no more than 85% of its annual new admissions. (Optional for PHAs with both Section 8 and Public Housing programs).

Development Name	# units	* Explanation
Alamito	349	The Income Limits for HACEP are $6229 to $8427.
Guillen	130	The only complex to fall outside the limets is Kennedy.
Eisenhower	260	with an average income of $9111. HACEP will follow the
Roosevelt	146	Admissions and Occupancy Policy to insure the complex
Machuca	122	is within the limits.
Sandoval	224	
Robinson	184	
Cramer	144	
Kennedy *	240	
King	152	
Johnson	126	
Marmolejo	292	
Salazar	224	
Sherman	324	
Tays	359	

PHA Plan
Table Library

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

Annual Statement
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number: TX21P00350101

FFY of Grant Approval: (07/2001)

[X] Orginial Annual Statement

Line No.	Summary by Development Acount		Total Estimated Cost
1	Total Non-CGP Funds		$0
2	1406	Operations	$1,076,878
3	1408	Management Improvements	$1,140,000
4	1410	Administration	$1,076,887
5	1411	Audit	$0
6	1415	Liquidated Damages	$0
7	1430	Fees and Costs	$532,767
8	1440	Site Acquisition	$0
9	1450	Site Improvement	$268,447
10	1460	Dwelling Structures	$4,228,796
11	1465.1	Dwelling Equipment-Nonexpendable	$584,561
12	1470	Nondwelling Structures	$842,933
13	1475	Nondwelling Equipment	$641,984
14	1485	Demolition	$0
15	1490	Replacement Reserve	$0
16	1492	Moving to Work Demonstration	$0
17	1495.1	Relocation Costs	$0
18	1498	Mod Used for Development	$370,000
19	1502	Contingency	$225,000
20	**Amount of Annual Grant (Sum of Lines 2-19)**		**$10,988,253**
21	Amount of line 20 Related to LBP Activities		$0
22	Amount of line 20 Related to Section 504 Compliance		$0
23	Amount of line 20 Related to Security		$1,091,528
24	Amount of line 20 Related to Energy Conservation Measures		$662,500

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TX21-P003-001 Alamito	Site Improvements	1450	$6,605
	Site Utilities	1450	$55,819
	Ext. Bldg. Improv., Interior Modernization	1460	$415,714
	Appliances	1465	$185,961
	Non-Dwelling Improvements	1470	$5,639
TX21-P003-010 Salazar	Interior Dwelling Modernization, Weather-ization. Generally includes cabinets, paint-ing floors, elect., plumbing, doors, fixtures, hardware. Interior Dwelling Modernization and Energy Conservation Measures (ECM) Exterior Dwelling Modernization: win.,pnt, screens, Generally includes painting, roof, doors, windows, siding, masonry, founda-tion, screens.	1460	$2,147,343
	Site Improvements;landscaping	1450	$190,023
	Non-Dwelling; M & M building, painting	1470	$261,243
TX21-P003-002 Tays Place	Interior Dwelling Modernization, electrical GFI's	1460	$46,650
	Appliances	1465	$164,600
TX21-P003-003 Tays Place	Interior Dwelling Modernization, Weatheriza tion. Generally includes cabintes, painting, floors, elect., plumbing, doors, fixtures, hardware. Interior Dwelling Modernization and Energy Conservation Measures (ECM) Exterior Dwelling Modernization:win., pnt, screens. Generally includes panting, roof, doors, windows, siding, masonry, founda-tion, screens.	1460	$93,580
	Site Improvements	1450	$10,000

Table Library

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TX21-P003-015A Tays Place	Interior Dwelling Modernization, Weatherization. Generally includes cabinets, painting, floors, elect., plumbing, doors, fixtures, hardware. Interior Dwelling Modernization and Energy Conservation Measures (EMC) Exterior Dwelling Modernization; win., pnt., screens. Generally includes painting, roof, doors, windows, siding, masonry, foundation, screen.	1460	$56,148
	Site Improvements	1450	$6,000
TX21-P003-005 Sherman	Interior Dwelling Modernization, Weatherization. Generally includes cabinets, painting, floors, elect., plumbing, doors, fixtures, hardware. Interior Dwelling Modernization and Energy Conservation Measures (ECM) Exterior Dwelling Modernization; window paint, screens. Generally includes painting roof, doors, windows, siding, masonry, foundation, screens.	1460	$556,000
TX21-P003-006 Sherman	Interior Dwelling Modernization, Weatherization. Generally includes cabinets, painting, floors, elect., plumbing, doors, fixtures, hardware. Interior Dwelling Modernization and Energy Conservation Measures (ECM) Exterior Dwelling Modernization; win., pnt, screens. Generally includes painting, roof, doors, windows, siding, masonry, foundation, screens.	1460	$525,000
TX21-P003-023 Eisenhower	Community Center in compliance with ADA Requirements, kitchen and parking area.	1470	$559,688

Table Library

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TX21-P003-026 Father Pinto	Exterior Dwelling Modernization; screens, sliding doors Upgrade smoke and heat detectors	1460	$138,361

Table Library

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-WIDE	Non-Dwelling Equipment: Off. furn. & equip.	1475	$150,000
	Non-Dwelling Maint. Equip:non-expendable	1475	$35,000
	Non-Dwelling Equip/Computers/DP, Playground	1475	$260,537
	Non-Dwelling Equipment - Automotive	1475	$181,447
	Non-Dwelling Equipment - Expendable	1475	$15,000
PHA-WIDE	Appliances	1465	$234,000
PHA-WIDE	Non-Dwelling Improvements Central Warehouse	1470	$16,363
PHA-WIDE	Operations - Amount not to exceed Annual Grant amount	1406	$1,076,878
PHA-WIDE	Resident Computer Lab	1408	$200,000
	Resident Services	1408	$116,250
	Youth Services	1408	$106,250
	Training	1408	$196,250
	Software	1408	$96,250
	Personnel	1408	$56,250
	Professional Services	1408	$226,250
	PHAS	1408	$66,250
	Security	1408	$76,250

Table Library

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-WIDE	ADMINISTRATION (Subject to 10% per year limitation):		
	ADMINISTRATION - Salaries	1410	$711,878
	Benefits: FICA, Pension, Health Insurance	1410	$151,761
	PUBLICATIONS	1410	$51,024
	SUNDRY (Advertisement)	1410	$49,678
	WORKER'S COMPENSATION/TEXAS EMPLOYMENT COMMISSION	1410	$112,546
PHA-WIDE	FEES AND COSTS	1430	$532,767
PHA-WIDE	CONTINGENCY	1502	$225,000
PHA-WIDE	MOD USED FOR DEVELOPMENT: Acquisition/New Construction	1498	$370,000
PHA-WIDE	TRANSFORMERS	1460	$250,000

Table Library

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
TX21-P003-001 Alamito	30-Sep-03	30-Jun-05
TX21-P003-010 Salazar	30-Sep-03	30-Jun-05
TX21-P003-002 Tays Place	30-Sep-03	30-Jun-05
TX21-P003-003 Tays Place	30-Sep-03	30-Jun-05
TX21-P003-015B Tays Place	30-Sep-03	30-Jun-05
TX21-P003-005 Sherman	30-Sep-03	30-Jun-05
TX21-P003-006 Sherman	30-Sep-03	30-Jun-05
TX21-P003-023 Eisenhower	30-Sep-03	30-Jun-05
TX21-P003-026 Father Pinto	30-Sep-03	30-Jun-05

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

Annual Statement
Capital Fund Program (CFP) Part I: Summary/Amendment Number 48

Capital Fund Grant Number: TX21R00350101
Replacement Housing FFY of Grant Approval: (07/2001)
[X] Orginial Annual Statement

Line No.	Summary by Development Acount		Total Estimated Cost
1	Total Non-CGP Funds		
2	1406	Operations	
3	1408	Management Improvements	
4	1410	Administration	
5	1411	Audit	
6	1415	Liquidated Damages	
7	1430	Fees and Costs	
8	1440	Site Acquisition	
9	1450	Site Improvement	
10	1460	Dwelling Structures	
11	1465.1	Dwelling Equipment-Nonexpendable	
12	1470	Nondwelling Structures	
13	1475	Nondwelling Equipment	
14	1485	Demolition	
15	1490	Replacement Reserve	
16	1492	Moving to Work Demonstration	
17	1495.1	Relocation Costs	
18	1498	Mod Used for Development	$400,609
19	1502	Contingency	
20	**Amount of Annual Grant (Sum of Lines 2-19)**		$400,609
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Compliance		
23	Amount of line 20 Related to Security		
24	Amount of line 20 Related to Energy Conservation Measures		

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-WIDE	Mod Used for Development New Contruction of detached family dwelling units on scattered sites	1498	$400,609

Table Library

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PHA-WIDE	September 30, 2003	June 30, 2005

Table Library

CAPITAL FUND FIVE-YEAR ACTION PLAN
PART I: SUMMARY

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

HOUSING AUTHORITY OF THE CITY OF EL PASO, TEXAS

OMB Approval No. 2577-1057 (exp. 7/31/95)

Work Statement for Year 1 FFY: 2001	Work Statement for Year 2 FFY: 2002			Work Statement for Year 3 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories 503	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category 504	Quantity	Estimated Costs
See Annual Statement				TX21-P003-003 TAYS Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment Special Equipment	1 LUMP SUM	$402,477
	Subtotal of Estimated Cost		$0	Subtotal of Estimated Cost		$402,477
				TX21-P003-015A TAYS Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment Special Equipment	1 LUMP SUM	$500,000
	Subtotal of Estimated Cost		$0	Subtotal of Estimated Cost		$500,000

form HUD-52834 (1/95)
ref Handbook 7485.3

CAPITAL FUND FIVE-YEAR ACTION PLAN
PART I: SUMMARY

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

HOUSING AUTHORITY OF THE CITY OF EL PASO, TEXAS

OMB Approval No. 2577-1057 (exp. 7/31/95)

Work Statement for Year 1 FFY: 2001	Work Statement for Year 3 FFY: 2003			Work Statement for Year 3 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories 504	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category 504	Quantity	Estimated Costs
See Annual Statement	TX21-P003-018 SANDOVAL Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$519,003	TX21-P003-029 ROBINSON Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$354,658
	Subtotal of Estimated Cost		$519,003	Subtotal of Estimated Cost		$354,658
	TX21-P003-021 RIO GRANDE Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$511,303	TX21-P003-005 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior	1 LUMP SUM	$531,920
	Subtotal of Estimated Cost		$511,303	Subtotal of Estimated Cost		$531,920

form HUD-52834 (1/95)
ref Handbook 7485.3

CAPITAL FUND FIVE-YEAR ACTION PLAN
PART I: SUMMARY

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

HOUSING AUTHORITY OF THE CITY OF EL PASO, TEXAS

OMB Approval No. 2577-1057 (exp. 7/31/95)

Work Statement for Year 1 FFY: 2001	Work Statement for Year 3 FFY: 2003			Work Statement for Year 4 FFY: 2004		
	Development Number/Name/General Description of Major Work Categories 504	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category 505	Quantity	Estimated Costs
See Annual Statement	TX21-P003-057 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$479,007	TX21-P003-018 SANDOVAL Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$400,000
	Subtotal of Estimated Cost		$479,007	Subtotal of Estimated Cost		$400,000
				TX21-P003-057 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$499,223
	Subtotal of Estimated Cost		$0	Subtotal of Estimated Cost		$499,223

form HUD-52834 (1/95)
ref Handbook 7485.3

CAPITAL FUND FIVE-YEAR ACTION PLAN
PART I: SUMMARY

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

HOUSING AUTHORITY OF THE CITY OF EL PASO, TEXAS

OMB Approval No. 2577-1057 (exp. 7/31/95)

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year 4 FFY: 2004		
	Development Number/Name/General Description of Major Work Categories 505	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category 504	Quantity	Estimated Costs
See Annual Statement	TX21-P003-007 SUN PLAZA Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$148,533	TX21-P003-008 CHELSEA Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$602,272
	Subtotal of Estimated Cost		$148,533	Subtotal of Estimated Cost		$602,272
	TX21-P003-013C VALLE VERDE Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$404,145	TX21-P003-024 BEAN Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$200,989
	Subtotal of Estimated Cost		$404,145	Subtotal of Estimated Cost		$200,989

form HUD-52834 (1/95)
ref Handbook 7485.3

CAPITAL FUND FIVE-YEAR ACTION PLAN
PART I: SUMMARY

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

HOUSING AUHTORITY OF THE CITY OF EL PASO, TEXAS

OMB Approval No. 2577-1057 (exp. 7/31/95)

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year4 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories 505	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category 505	Quantity	Estimated Costs
See Annual Statement	TX21-P003-030C HART Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$360,151	TX21-P003-042 MOREHEAD Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$100,000
	Subtotal of Estimated Cost		$360,151	Subtotal of Estimated Cost		$100,000
	TX21-P003-041 ANDERSON Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$318,135	TX21-P003-043 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$542,731
	Subtotal of Estimated Cost		$318,135	Subtotal of Estimated Cost		$542,731

form HUD-52834 (1/95)
ref Handbook 7485.3

CAPITAL FUND FIVE-YEAR ACTION PLAN
PART I: SUMMARY

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

HOUSING AUHTORITY OF THE CITY OF EL PASO, TEXAS

OMB Approval No. 2577-1057 (exp. 7/31/95)

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2004			Work Statement for Year4 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories 505	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category 505	Quantity	Estimated Costs
See Annual Statement	TX21-P003-043 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$106,481	TX21-P003-023 EISENHOWER Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Community Center; Interior; Exterior; Equipment	1 LUMP SUM	$422,729
	Subtotal of Estimated Cost		$106,481	Subtotal of Estimated Cost		$422,729
	Subtotal of Estimated Cost		$0	Subtotal of Estimated Cost		$0

form HUD-52834 (1/95)
ref Handbook 7485.3

CAPITAL FUND FIVE-YEAR ACTION PLAN
PART I: SUMMARY

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

HOUSING AUTHORITY OF THE CITY OF EL PASO, TEXAS

OMB Approval No. 2577-1057 (exp. 7/31/95)

Work Statement for Year 1 FFY: 2001	Work Statement for Year 4 FFY: 2005			Work Statement for Year 5 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories 505	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category 506	Quantity	Estimated Costs
See Annual Statement	TX21-P003-042 MOREHEAD Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$100,000	TX21-P003-047 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$106,481
	Subtotal of Estimated Cost		$100,000	Subtotal of Estimated Cost		$106,481
	TX21-P003-043 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$542,731			
	Subtotal of Estimated Cost		$542,731	Subtotal of Estimated Cost		$0

form HUD-52834 (1/95)
ref Handbook 7485.3

CAPITAL FUND FIVE-YEAR ACTION PLAN
PART I: SUMMARY

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

HOUSING AUTHORITY OF THE CITY OF EL PASO, TEXAS

OMB Approval No. 2577-1057 (exp. 7/31/95)

Work Statement for Year 1 FFY: 2001	Work Statement for Year 5 FFY: 2005			Work Statement for Year 5 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories 505	Quantity	Estimated Costs	Development Number/Name/General Description of Major Work Category 505	Quantity	Estimated Costs
See Annual Statement	TX21-P003-043 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$901,106	TX21-P003-055 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$1,151,588
	Subtotal of Estimated Cost		$901,106	Subtotal of Estimated Cost		$1,151,588
	TX21-P003-047 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$901,136	TX21-P003-047 SCATTERED SITES Security; Infrastructure; Landscaping; Roofs; H.V.A.C.; Interior; Exterior; Equipment	1 LUMP SUM	$1,151,559
	Subtotal of Estimated Cost		$901,136	Subtotal of Estimated Cost		$1,151,559

form HUD-528234 (1/95)
ref Handbook 7485.3

TX21-P003-011	Guillen
TX21-P003-012	Roosevelt
TX21-P003-019	Mamolejo
TX21-P003-022	Kennedy
TX21-P003-025	Alvarez
TX21-P003-028	Gonzalez
TX21-P003-031	Baird
TX21-P003-034	Krupp
TX21-P003-036	Telles
TX21-P003-038	Williams
TX21-P003-040	Ochoa
TX21-P003-058	Henry Cisneros

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 $1,461,619.00

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 Housing Authority of the City of El Paso's drug elimination program takes a holistic approach in the reduction/elimination of drugs and drug-related crime in and around public housing developments. Three components are utilized: 1). Security-Off-Duty Police Officers patrol communities to combat drug trafficking and vandalism and work with Resident Associations to establish Neighborhood Watch Groups, 2). Physical Improvements-wrought iron fencing, lighting, security doors/windows, and landscaping are improvements that control access and eliminate dark areas frequented by criminals, and 3). COMPADRES Program-prevention and education based Learning Centers give residents access to a computer lab, library, and experienced prevention specialists who offer a myriad of classes and activities.

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)
Housing Authority – Wide	5,958	18,000

F. Duration of Program

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

6 Months_____ 12 Months__X_ 18 Months_____ 24 Months_____ Other _____

HUD 50075—PHDEP Plan
OMB Approval No: 25577-0226
Expires: 03/31/2002

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 1997 VIII	$1,580,800.00	TX21DEP0030197	-0-	N/A	N/A
FY1998 IX	$1,573,520.00	TX21DEP0030198	$1,573520.00	N/A	12/06/00
FY 1999 X	$1,287,410.00	TX21DEP0030199	$1,287,410.00	GE	12/06/01
FY 2001 XI	$1,385,583.00	TX21DEP0030100	$1,385,583.00	N/A	10/15/01

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.

B. PHDEP Budget Summary

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

FY 2001 PHDEP Budget Summary	
Budget Line Item	**Total Funding**
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	$700,000.00
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	$272,174.00
9160 - Drug Prevention	$469,445.00
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	$20,000.00
TOTAL PHDEP FUNDING	$1,461,619.00

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

9120 - Security Personnel					**Total PHDEP Funding: $700,000.00**		
Goal(s)	To implement community-policing strategies what will eliminate drug abuse and related crimes.						
Objectives	To work in partnership with residents to decrease drug related crime by 5% in one year.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Foot and bike patrols			12/01	12/02	233,333	-0-	5% incr. - P.R. contact & patrols.
2. Enforce laws			12/01	12/02	233,333	-0-	5% incr. – subj. & vehicles checked & curfew violations
3. Crime prevention educ. & community mobilization			12/01	12/02	233,334	-0-	5% decrease felony, misdemeanor & class c violation

9130 - Employment of Investigators – N/A					**Total PHDEP Funding: $**		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

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

9150 - Physical Improvements							**Total PHDEP Funding: $272,174.00**
Goal(s)	To create a safe environment by eliminating drug-related crime through physical improvements.						
Objectives	To reduce drug-related crime by 5% through fencing, added lighting, and security windows.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Install fencing - Eisenhower			12/01	12/02	36,000		Decrease crime.
2. Install security windows - Eisenhower			12/01	12/02	236,174		By 5% at targeting development.
3.							

9160 - Drug Prevention							**Total PHDEP Funding: $469,445.00**
Goal(s)	To work with residents to eliminate substance abuse and related crime through education recreation & WTW activities.						
Objectives	To increase residents awareness of substance abuse and consec by a 5% level in one year.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Preven. Education	1500	Youth & adults	12/01	12/02	156,481	-0-	Decrease crime by 5%.
2. Preven. Activities	2001	Child./Youth	12/01	12/02	156,481	-0-	Increase activity participation by 50%.
3. Welfare to work activities	800	Youth/adults	12/01	12/02	156,483	-0-	Increase adult education enrollments by 15%.

9170 - Drug Intervention							**Total PHDEP Funding: $**
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

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

9190 - Other Program Costs							**Total PHDEP Funds: $20,000.00**
Goal(s)	To implement an award winning prevention program.						
Objectives	To monitor the goals & objectives of the PHDEP grant to assure 100% completion.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Evaluation of components			12/01	12/02	20,000	-0-	Evaluation reports
2.							
3.							

Section 3: Expenditure/Obligation Milestones

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
e.g Budget Line Item # 9120	*Activities 1, 3*		*Activity 2*	
9110				
9120	Activity 3	58,333.25	Activities 1 & 2	233,333.00
9130				
9140				
9150	Activity 1	9,000.00	Activity	118,087.00
9160	Activities 1, 2 & 3	117,361.25	Activities 1, 2 & 3	234,722.50
9170				
9180				
9190				
TOTAL		$184,694.50		$586,142.50

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."

Housing Authority of the City of El Paso

Substantial Deviation - Significant Amendment or Modification

Until final issuance of HUD Guidelines, the following statement is pursuant to 24 CFR, Part 903, Public Housing Agency Plans, Final rule, Section 903.7, (r) Additional Information To Be Provided. The criteria for "a substantial deviation from the 5-Year Plan" and "a significant amendment or modification to the 5-Year Plan and Annual Plan" includes but is not limited to the following:

- Any change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives as a whole;
- 50% or more decrease in the quantifiable measurement of any individual goal or objective;
- 50% variance in the funds projected in the Capital Fund Program Annual Statement or 5-Year Action Plan;
- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement;
- Additions of non-emergency work items of developments not included in the latest Board of Commissioners approved Physical Needs Assessment (items not included in the current Annual Statement or 5-Year Action Plan);
- Any change in a policy or procedure that requires a regulatory 30-day posting;
- Any submission to HUD that requires a separate notification to residents, such as Hope IV, Public Housing conversion, Demolition/Disposition, Designated Housing or Homeownership programs; and
- Any change inconsistent with the local, approved Consolidated Plan.

HOUSING AUTHORITY OF THE CITY OF EL PASO, TEXAS
ANNUAL PLAN AND FIVE YEAR ACTION PLAN NARRATIVE
FISCAL YEAR 2001-2005

Background:

The Housing Authority of the City of El Paso (HACEP) was incorporated in March 1938. Over sixty-two years, HACEP has grown to be, in year 2001, the 16th largest housing authority in the United States. For the past six years, HACEP has earned the United States Department of Housing and Urban Development (HUD) Public Housing Management Assessment Program performance rating as a High Performer, with a score of 92.1 for 1999-2000 Fiscal Year.

HACEP owns and manages 62 developments, comprising of 5,957 Public Housing dwellings, 495 Section 8 New Construction dwellings, and 400 non-subsidized dwellings, for a total of 6,852 dwellings. In addition, HACEP assists 3,565 families through the Section 8 tenant-based assistance program. Thus, with a total of 10,417 housing units for very low and low-income families, constituting approximately 40,000 persons that are provided safe, decent, sanitary, affordable housing and supportive services in the City of El Paso.

Community Served:

The HACEP serves very-low and low income families in the City of El Paso who are in need of safe, decent, and sanitary housing. Due to the demand, HACEP must close applicant intake and maintains a constant waiting list of approximately 1000 families in need of affordable housing. The waiting list is periodically opened for different sized units to fill vacancies as lease turnover occurs. According to the 1990 Census data, there is a shortage of 25,000 housing units in the City of El Paso affordable to the low-income persons.

Annual Plan and Five-Year Action Plan: Annual Update:

The HACEP agency plan is a planning guide made up of the Annual Plan and the Five-Year Action Plan. The Five-Year Action Plan will facilitate comprehensive programming for developing safe, decent and sanitary housing and providing direct and indirect services to residents to empower individuals to develop and strengthen self-sufficiency skills for its residents.

The planning process includes the HACEP Board of Commissioners, staff, public housing residents, Resident Advisory Board, local government officials and the greater community in development of the Annual Plan and Five-Year Plan. HACEP and the City of El Paso frequently reciprocate in sharing housing program related information.

The Annual Plan and Five-Year Action Plan is made available to the City of El Paso through the Department of Community and Human Development and the Mayor certifies for consistency with the Consolidated Plan. Each year HACEP is required to update the annual plan and is submitted to HUD.

Coordinated Activities Covered by the Consolidated Plan:

City of El Paso Community Development Block Grant funds (CDBG). CDBG funds have been invested to develop a community center at the Haymon Krupp development, 96 family units. The community center will be staffed and operated by the Operations Division and open to the public.

Empowerment Zone. HACEP owns and manages housing developments located in the Empowerment Zone. The new Administrative Offices of the HACEP is adjacent to the Empowerment Zone boundary. HACEP, through the Capital Fund Five-Year Action Plan, intends to engage on improvements on developments located within the Empowerment Zone.

Enterprise Community Area. The HACEP owns and manages housing developments located in the Enterprise Community Area. Dedicated to improving the commercial and neighborhood environment and vitality, HACEP invests Comprehensive Grant Funds into modernizing its housing stock.

HACEP summer youth employment program. HACEP conducts a summer youth employment program with funding from the Upper Rio Grande Industry Council through the Texas Work Force Commission Board. Job training, employment and life-skills are provided to youth participants.

Family Investment Center (FIC). HACEP constructed a Family Investment Center in 1998, funded by HUD, to conduct programs to strengthen family self-sufficiency. Other funding resources are utilized to deliver supportive services to residents and general public accessing the center for employment counseling, job training and first time home buyers training.

Sun Country Recreation Program. HACEP receives CDBG funds to provide summer recreation activities at the Kennedy Brothers Community Center to youth living in public housing and surrounding community.

Empowerment Zone Housing Development Component First Time Buyers Program. HACEP has been awarded $140,000 to invest on construction of 50 dwelling units at the Kennedy Estates Subdivision, which will be sold to low income residents that are first time home buyers.

The HOPE VI Revitalization program for the Kennedy Brothers Memorial Apartments includes a small business expansion and development program. HACEP is implementing funding from the HOPE VI program for a loan/grant program to expand and provide start-up loans/Grants for existing or new resident owned businesses.

HACEP Strategy for Improving the Management and Operations of Public Housing and Improving the Living Environment of Low and Moderate- Income Families Residing in Public Housing:

The Board of Commissioners have selected residents for the Resident Advisory Board (RAB) that consist of representatives from Northeast, Lower Valley, Westside and Central areas. The RAB will consist of thirty-two (32) members from the Resident Associations and the selected resident representatives that include the Section 8 tenant assisted program, elderly, youth and disabled residents. Staff will work with the RAB to obtain recommendations and comments during the preparation of the HACEP Annual Plan and Five-Year Plan.

Physical Condition of HACEP Public Housing:

Under the HUD Public Housing Assessment System (PHAS), the Uniform Physical Condition Standard (UPCS) requirements are utilized to ensure that public housing are safe, decent, sanitary and in good repair. The PHAS physical inspection is performed by HUD's Real Estate Assessment Center (REAC), and referred to as the REAC Physical Inspection. In order to ensure compliance with the above noted standards, HACEP performs an annual inspection on each Section 8 New Construction dwelling unit and Public Housing unit and repairs completed as needed.

Capital Fund Program for Modernizing Public Housing:

The United States Department of Housing and Urban Development as set out in the Quality Housing and Work Responsibility Act of 1998 (QHWRA) identifies the activities that may be utilized with the funding. A key HACEP goal is to modernize the HACEP owned housing stock to be attractive and competitive with modern private sector. HACEP proposes to utilize the funds from the Capital Fund Program to engage in the following activities:

- To fund or leverage funds for the development, financing and modernization of public housing and affordable housing. Funds will include costs for design, reconstruction and reconfiguration of public housing developments, buildings (including accessibility improvements) and development of mixed-finance projects;

- Address deferred maintenance needs and replacement of obsolete utility systems, dwelling equipment, vacancy reduction and compliance with local codes and regulations for building standards;

- Management improvements and operations and capital expenditures to improve the security and safety of residents;

- Demolition, disposition of property and resident relocation;

- Capital expenditures for purchase of energy efficient equipment and appliances;

- Capital expenditures to facilitate programs to improve empowerment and economic self-sufficiency of public housing residents and improve resident participation;

- Homeownership activities, including programs under section 32 of the Quality Housing and Responsibility Act of 1998.

- HACEP is continuing to revitalize various public housing sites through the Capital Fund Program, formerly called the Comprehensive Grant Program (See Capital Fund Program Annual Statement and Capital Fund Five-Year Action Plan).

- Capital funds are invested to modernize HACEP public housing to assure a 20-year minimum viability.

- The HACEP Five-Year Capital Fund Plan includes anticipated investment on the housing stock owned and managed by HACEP.

Strategic Plan – Institutional Structure:
Organizational Relationship Between HACEP and the City of El Paso

HACEP is incorporated under the State of Texas statutes, which provides for the Mayor, with City Council advice and consent, to appoint the five members of the Board of Commissioners of the Housing Authority. One member of the Board of Commissioners is a resident of public housing.

Relationships Regarding Hiring, Contracting, and Procurement

HACEP operates as an independent agency under its incorporation documents and the Board of Commissioners establish overall policy and hires an Executive Director, Internal Auditor, and Legal Counsel. The Executive Director acts as the Secretary to the Board of Commissioners and responsible for the day to day operations including personnel, planning, budgeting, procurement, operations, administration of housing programs. Implementing HACEP policy, compliance with regulation and developing team work are the key objectives of the Executive Director.

Action Plan – Other Actions: Enhancement of Coordination Between Public and Private Housing and Social Service Agencies:

HACEP employs a full time Community Relations Supervisors and support staff who coordinate contacts with agencies providing support services and linked to the residents. Related services include a wide range of educational, health, transportation, employment skill development, counseling, and day-care.

Resident Opportunity and Self-Sufficiency Program:

The Resident Opportunity and Self-Sufficiency funding supports employment of full and part-time staff to provide instruction in: literacy training, English as a second language, citizenship, life skills, child development skills and computer proficiency training. HACEP also funds staffing to coordinate family self-sufficiency (FSS) supportive services to Public Housing and Section 8 tenant-based assistance residents.

Supportive Activities for Comprehensive Grant Program/Capital Fund Program Activities That Help Improve Surrounding Neighborhoods With HACEP Apartments:

HACEP supportive services, dwelling repairs and site improvements benefit the surrounding

neighboring areas. HACEP coordinates closely with the local government, nonprofit organizations and private sector to improve opportunities for the residents. In conjunction with the mission of providing affordable housing, HACEP coordinates programs to help families improve the quality of life through economic development, businesses, education and social service assistance.

HACEP coordinates with employment agencies, health services agencies, day care service providers, and local community colleges:

- The Texas Work Force Commission provides job training at the HACEP Family Investment Center.
- El Paso Community College provides General Equivalent Degree (GED) classes and English as a second language classes.
- El Paso del Norte Food Bank coordinates with the Resident Associations to assist families with nutrition support.
- Operation Noel, a consortium of nonprofit agencies, distributes 2,000 winter jackets annually to low-income residents.
- Operation Santa Claus, a nonprofit group based at Fort Bliss, refurbishes dolls and distributes them to HACEP low-income and other needy families.
- The Rio Valle Rehabilitation Center provides fitness and counseling assistance to seniors to strengthen daily living skills.
- The Youth to Youth (YTY) program supports youth, college students and others to act as mentors and tutors to HACEP youth.
- Young Womens Christian Association (YWCA), an international nonprofit organization, operates day care services at various HACEP developments, including: Sherman, Ruben Salazar Park, Tays, Lyndon B. Johnson, Jackie Robinson, Martin Luther King, Rio Grande and Marmolejo apartments.
- Clinica La Fe, a nonprofit group, operates outreach medical clinics, located at the Chelsea Elderly high rise and at the Peter de Wetter family housing development.

Development of Affordable Housing Subdivisions and Replacement Public Housing Through New Construction and Acquisition With or Without Rehabilitation:

The HACEP will endeavor to develop replacement housing for all units demolished under the Demolition/Disposition/Conversion Plan. The HACEP will continue to diversify and strengthen its capacity to develop subdivisions, financing strategies and affordable housing methods to replace any lost units due to demolition or conversion. The HACEP has programmed and budgeted for the development of affordable housing in the Capital Fund Five Year Plan.

The HOPE VI Urban Revitalization Program for Kennedy Brothers Memorial Apartments includes 124 units of replacement housing and 50 units of homeownership housing and use of developments funds from HUD project TX21-P003-060.

Purchasing newly constructed homes from developers provides a flexible and cost effective alternative for HACEP to acquire affordable housing. This strategy will continue to be pursued as market conditions allow and competition is favorably change.

Affordable Housing Development

HACEP is a major participant in developing new and replacement affordable public housing for moderate and low-income families. HACEP will purchase properties, vacant land to subdivide, scattered sites or existing housing in establishing affordable housing.

HACEP is developing Rubin Heights Subdivision on the Westside of the city, comprising 111 new building sites. The proposed construction will be single family three bedroom detached houses, of which some will be sold to moderate and low-income families. HACEP has budgeted development funds under the Comprehensive Grant Program and Capital Fund Program for construction of single family dwelling units at the Rubin Heights Subdivision. The construction of the houses in the subdivision will be done through contracting and the use of its own qualified workforce.

Home Ownership Programs:

HACEP has established a home ownership strategy for moderate and low-income families under the HOPE VI program at the Kennedy Estates Subdivision. Fifty (50) houses to be constructed at the Kennedy Estates Subdivision to be sold to very low and low-income families. Qualified families will get assistance with down payment and principal reduction from the HOPE VI program, HACEP equity assistance, payment for construction cost from the El Paso Empowerment Zone Board, and low interest loans from the private banking industry.

Farm Labor Housing:

HACEP is addressing the affordable housing needs of agriculture workers by developing an apartment community on the West Side for fifty families. The estimated cost of this development is $3,873,810 with grant/loan assistance ($2,500,000) from the Federal Department of Agriculture Rural Development Service. The Farm Worker housing will be available in Fiscal Year 2002 for qualified families.

Elderly Housing:

HACEP is proposing to developing 65 new units of elderly housing with a community center and security fencing on the former administrative office site at 1600 Montana Ave. The proposed units will replace the 46 units for the Paisano Elderly Development under notice of eminent domain by TxDOT.

Conversion of Public Housing Units to Rental Housing Under the Section 8 Program:

HUD has not identified any Public Housing that requires conversion and HACEP will periodically determine the cost effectiveness of various ownership and rental strategies to provide affordable housing at the least cost, including valuation, maintenance costs, and market demand. Conversion of public housing to alternative income producing assets will be reviewed at least annually, or sooner depending on the housing development market, demand for housing, interest rates and the economy in general.

Low-Income Housing Tax Credits:

The HACEP will conduct feasibility analysis on the develop of applications for Low-Income Housing Tax Credits as funding opportunities are made available by the State of Texas Department of Housing and Community Affairs.

Joint Ventures, Partnerships and Joint Funding:

HACEP collaborates with the City of El Paso in utilizing HOME and CDBG funds to improve public housing communities. HACEP completed a new community center, funded by the CDBG program at the Haymon Krupp Memorial Apartments, located at 10210 Hedgerow.

HACEP conducts a first - time home buyers training program and will refer first time home buyers to the City's first time home buyers program. The HACEP, as policy, seeks to develop partnerships and joint ventures with private as well as public and private non-profit agencies in endeavors that promote the development of affordable housing, neighborhood revitalization, community development, business development and family self-sufficiency.

Resident Employment and Business Start-up Opportunities:

The HACEP affirmatively promotes the Department of Labor Apprenticeship Program and Section 3 of the HUD Act of 1968, as amended, and HUD's implementing regulations, 24 CFR 135. HACEP requires that its contractors, to the greatest extent feasible, to train, employ and contract with Section 3 qualified residents and employ residents under apprenticeship programs.

The Kennedy Brothers Memorial Apartments, HOPE VI program has funds available to provide loans to residents for business start-up. Staff are working with the residents and local lender on providing loans/grant for resident owned businesses. HACEP will continue to contract with resident owned businesses to provide services and repairs on modernization projects.

Public Housing Drug Elimination Programs:

HACEP vigorously pursues a holistic approach to the establishment of programs to preserve drug and crime free communities through community improvements such as defensive barrier construction, security, landscaping, fencing, security doors and window screens for apartments, community centers and out door recreation facilities, such as playgrounds, basketball courts, patios and gazebos that facilitate parental oversight of children.

Kennedy Brothers Memorial Community Center. HACEP constructed through the HOPE VI Urban

Revitalization Demonstration program the Community Center, a state of the art facility with business store fronts, computer lab, professional business meeting rooms and support service deliver systems to provide services to residents.

Kennedy Brothers Memorial Recreation Center. A state of the art recreation center was constructed as part of the HOPE VI program. This facility has a full size basket ball court, police store front office, boxing ring, and theatrical stage.

Community Service:

The HACEP will provide work sites for households that must provide community service in compliance with the Quality Housing and Work Responsibility Act of 1998 (QHWRA). Work sites will include the vehicle maintenance facility, elderly and family developments, management offices, community centers and other HACEP properties.

Work activity will include maintenance of vehicle, preparation of vacant units for occupancy, exterior improvements, landscaping, inspections, escorts and ombudsman for elderly, youth recreation, community watch and security. HACEP will also partner with local agencies and service providers to provide additional work sites.

Asbestos Containing Materials: Policies and Procedures:

The HACEP is in compliance with the rules and regulations of the Clean Air Act, Federal Regulations (40 CFR Part 61, Subpart M and 40 CFR Part 763) and the Occupational Safety and Health Act (OSHA) regulations (29 CFR 1910.1001 non-construction and 1926.1101 construction) and the State of Texas Health Protection Rules. The HACEP employs asbestos management trained and licensed personnel and follows the above noted rules and regulations while conducting maintenance operations and modernization activities.

Lead-based Paint Compliance:

The HACEP is in compliance with the Residential Lead-Based Paint Hazard Reduction Act of 1992 (which is Title X of the Housing and Community Development Act of 1992), and Code of Federal Regulations (24 CFR Part 35). HACEP owned housing constructed after January 1, 1978 are not covered by these regulations, since the use of lead-based paint was banned nationwide.

Demolition and Disposition:

The HACEP has adopted a Demolition/Disposition/Conversion Plan, required by QHWRA, and the table that follows and notes reflect the anticipated action under the Plan.

ANNUAL PLAN FOR DEMOLITION/DISPOSITION

PROPERTY DESCRIPTION	TYPE OF ACTION	NO. UNITS	CONFORMANCE WITH CONSOLIDATED PLAN	PUBLIC HEARING	RESIDENT CONSULTATION
TX21-P003-010 Ruben Salazar Park	Demolition	77	Yes	5/13/99	11/10/98 & 11/5/98
TX21-P003-020 Kathy White	Demolition	72	Yes	9/29/99	4/8/99
TX21-P003-15B Paisano Elderly Apartments	Disposition & Demolition	46	Yes	9/29/99	9/7/99 & 1/12/01
TX21-P003-035 1600 Montana	Demolition	n/a	Yes	9/29/99	9/7/99

Ruben Salazar Park: TX21-P003-010

The demolition application was approved on January 8, 1999 by the HUD Special Applications Center (SAC). The total number approved for demolition is 77 units and scheduled to start February 2001 on 74 units. Further assessment will be conducted on building 40, which has 6 dwelling units and only 3 were included in the approval for demolition. Parcel demolition of building 40 will have an adverse affect on the remaining units and HACEP will proceed with demolition of the remaining 3 units or request to rescind approval on the 3 units.

Kathy White: TX21-P002-020

The apartments at Kathy White, located at Alabama Street and Mobile Avenue, are proposed for demolition due to the soils condition and potential of further structural problems. Assessment of conditions will continue on the existing buildings and a HOPE VI demolition application will be submitted and the units replaced using Section 8 tenant based assistance, Capital Fund Program, HOME grant funds, or any other sources available. The demolition schedule for Kathy White is contingent on approval by HUD and whether the HOPE VI application is successful. Should the HOPE VI demolition application be approved, the activity would be scheduled during 2002.

Paisano Elderly Apartments: TX21-P003-015B

The Paisano Elderly Apartments consist of 28 Buildings, 46 elderly units, located on 4.125 acres and is adjacent to the vacant parcel of land (TX21-P003-004) under eminent domain by the Texas Department of Transportation (TxDOT). The property is located next to the I-10 Interchange, Port of Entry to Mexico, Paisano Drive and Highway 54.

The long term plans on the land use of the TX21-P003-015B surrounding property is commercial and has become isolated from residential and makes the units unviable. TxDOT is in the planning stage of construction of a full service cargo truck weight station on the adjacent vacant property, and given notice the HACEP on its intent to purchase the property. An environmental assessment by the Corps of Engineers conducted on the site, establishes the site is not suitable for housing.

1600 Montana Avenue: TX21-P003-035

This office building and warehouse served until March, 1999, as the administrative headquarters of the Housing Authority and is now surplus property. The Housing Authority has prepared and submitted a demolition application to the HUD Special Applications Center. The vacant land is proposed to be used for the construction of an apartment complex with 65 units.

HACEP WEBSITE:

HACEP has created a state-of-the-art computer training room located at the Central Administrative offices, connected to a satellite network that to provide training. To facilitate communication with the public and making services more accessible for residents the HACEP will establish computers in the HACEP management offices.

The Housing Authority of the City of El Paso has established a website and electronic mail:

General Information: www.hacep.org
Webmaster: rch@hacep.org
Contact information: (915) 849-3771
FAX: (915) 849-3885

The HACEP website is a strategic tool for advancing communication related to housing and supportive services to the general public, residents, federal, state, and nonprofit agencies.

Fair Housing Act Compliance:

The offer of assistance to applicants, at any phase on the eligibility or occupancy assistance process, will be made without discrimination because of race, color, religion, sex, national origin, age, handicap, or familial status. All applicants are provided information, upon application, that informs them of HACEP's nondiscrimination policies.

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Pet Ownership Rules for Family Developments

1. Common household pet means a domesticated cat, dog, bird, and fish. Reptiles and rodents of any kind are prohibited. Pets do not include any wild animal, bird or fish.

2. Each household shall have only one cat and/or one dog. The limit for birds is one bird cage. Households are limited to one 30 gallon aquarium.

3. The pet owner shall have only a small cat and/or a dog. The animal's weight shall not exceed *20 pounds* at an adult age. The animal's height shall not exceed *fifteen inches in height*. Such limitations do not apply to a *service animal* used to assist a disabled resident.

4. Pet owners shall license their pets yearly with the City of El Paso, Texas. The pet owner will be responsible for proper care - - Good nutrition, grooming, exercise, flea control, routine veterinary care and yearly inoculations. Dogs and cats must wear identification tag and collar when outside the unit. The pet owner must show HACEP proof of rabies and distemper booster inoculations and licensing annually.

5. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.

6. The pet owner shall have his/ her cat or dog spayed or neutered and shall pay the cost thereof. A veterinarian shall verify that the spaying or neutering has been accomplished. If the animal is less than six (6) months old, resident must agree to have the appropriate procedures performed when the animal reaches the age of six (6) months. Exceptions to this requirement shall be granted only upon certification from a veterinarian that permanent harm may result from this procedure due to the pet’s age or illness.

7. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or a dog on a leash or in an animal carrier and an adult shall control the animal when it is taken out of the dwelling unit for any purpose. Pets shall not be tied to any fixed object anywhere outside the dwelling unit. The owner of a bird(s) shall confine them to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.

8. No resident shall keep, raise, train, breed or maintain any pet of any kind at any

location, either inside or outside the dwelling unit, for any commercial purpose.

9. No pet owner shall keep a vicious or intimidating pet on the premises (i.e. pit bulls or any other vicious or intimidating breeds). If the pet owner declines, delays or refuses to remove the pet from the premises, HACEP shall do so in order to safeguard the health and welfare of other residents, employees and public at large.

10. No pet owner shall permit his or her pet to disturb, interfere or diminish the peaceful enjoyment of the pet owner's neighbors or other residents. The terms "disturb, interfere or diminish" shall include but not be limited to barking, howling, biting, scratching, chirping and other activities of a disturbing nature. If the pet owner declines, delays or refuses to remove the pet from the premises, HACEP shall do so.

11. The owner of a cat shall feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box or bird cage at least every two (2) days; and take the animal to a veterinarian at least once per year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a sack in a designated trash container outside the building where the pet owner lives.

12. The owner of a dog shall feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animals droppings immediately. The pet owner shall not permit dog droppings to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a sack in a designated trash container outside the building where the pet owner lives. Toilets are not designed to handle pet litter. Under no circumstances should any pet debris be deposited in a toilet as blockages will occur. Tenants will be responsible for the cost of repairs or replacements of any damaged toilets or pipes.

13. The pet owner shall take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit, and shall maintain the dwelling unit in a sanitary condition at all times, as determined by HACEP lease.

14. The pet owner will restrain the pet and prevent the pet from gnawing, chewing, scratching or other wise defacing doors, walls, windows, and floor covering of the unit, other units and common areas, as well as shrubs and landscaping of the facility. Resident will incur cost for any such damages.

15. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet unless authorized by HACEP in

writing prior to the modification.

16. HACEP staff shall contact proper authorities to enter a dwelling unit where a pet has been left untended for twenty-four (24) hours, remove the pet and transfer it to the proper local facility, subject to any provisions of State or local law or ordinances in this regard. HACEP shall accept neither responsibility or liability for the pet under such circumstances.

17. Each pet owner shall pay a refundable pet deposit of $100.00 and a nominal fee of $10.00 per month will be charged for each pet. There will be no deposit or additional charges for one (1) fish aquarium and/or one (1) bird cage. The pet deposit is not part of the rent payable by the pet owner, and is in addition to any other financial obligation generally imposed on residents of the development where the pet owner lives. HACEP shall use the pet deposit only to pay reasonable expenses directly attributable to the presence of the pet in the development, including, but not limited to the cost of repairs and replacements to, and the fumigation of, the pet owner's dwelling unit. HACEP shall refund the unused portion of the refundable pet deposit to the pet owner within thirty (30) days after the pet owner moves from the dwelling unit or no longer owns or keeps a pet in the dwelling unit.

18. All residents are prohibited from feeding, housing or caring for stray animals or birds. Such action shall constitute having a pet without permission of HACEP.

19. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet, the alternate custodian shall assume responsibility for the care and keeping of the pet, including, if necessary, the removal of the pet from HACEP premises.

20. Should any pet housed in the Authority's facilities give birth to a litter, the residents shall remove from the premises all of said pets except one as soon as the baby’s are able to survive on their own (a maximum of six (6) weeks).

21. The pet owner must make arrangements to secure the pet when HACEP staff need to enter the unit for repairs or inspections or as needed by HACEP.

22. Dogs are only allowed in developments with individually secured and enclosed private yards.

23. If a resident breaches any of the rules set forth above, HACEP may revoke the pet permit under the lease HACEP may also have grounds for lease termination.

I have read and understand the above pet ownership rules and agree to abide by them.
I have given the Manager a photo of my pet.

_____
Resident's Signature PHA Staff member's Signature

_____
Date Date

Type of Animal and Breed

Name of Pet

Description of Pet (color, size, weight, sex, etc.)

Pet
Photo

The alternate custodian for my pet is:

Name: _____

Address: _____ City: _____

Telephone: _____

_____
Resident's Signature Date

Refundable Damage Deposit _____ _____
Amount Paid Date

COMMUNITY SERVICE POLICY

Section 512 of the Quality Housing and Work Responsibility Act of 1998, which amends Section 12 of the Housing Act of 1937, establishes a new requirement for nonexempt residents of public housing to contribute eight (8) hours of community service each month or to participate in a self-sufficiency program for eight (8) hours each month. Community service is a service for which individuals are not paid. The Housing Authority of the City of El Paso (HACEP) believes that the community service requirement should not be perceived by the resident to be a punitive or demeaning activity, but rather to be a rewarding activity that will benefit both the resident and the community. Community service offers public housing residents an opportunity to contribute to the communities that support them.

In order to effectively implement this new requirement, HACEP establishes the following Policy, Effective October 1, 1999.

1. Community Service

   HACEP will provide residents, identifies as required to participate in community service, a variety of voluntary activities and locations where the activities can be performed. The activities may include, but not limited to:

   - improving the physical environment of the resident's developments:
   - selected office related services int eh development or Administrative Office;
   - volunteer services in local schools, day care centers, hospitals, nursing homes, youth or senior organizations, drug/alcohol treatment centers, recreation centers, etc;
   - neighborhood group special projects;
   - self-improvement activities such as household budget, credit counseling, English proficiency, GED classes or other educational activities;
   - tutoring elementary or high school age residents; and
   - serving in on-site computer training centers.

   Voluntary political activities are prohibited.

2. Program Administration

   HACEP may administer its own community service program in conjunction with the formation of cooperative relationships with other community based entities such as TANF, Social Services Agencies or other organizations which have as their goal, the improvement and advancement of disadvantaged families. HACEP may seek to contract its community service program out to a third-party.

In conjunction with its own or partnership program, HACEP will provide reasonable accommodations for accessibility to persons with disabilities. HACEP may directly supervise community service activities and may develop and provide a directory of opportunities from which residents may select. When services are provided through partnering agencies, the HACEP will confirm the resident's participation. Should contracting out the community service function be determined to be the most efficient method for the HACEP to accomplish this requirement, HACEP will monitor the agency for contract compliance.

HACEP will assure that the service is not labor that would normally be performed by HACEP employees responsible for the maintenance and property services.

3. Self Sufficiency

HACEP will inform residents that participation in self-sufficiency activities for eight (8) hours each month can satisfy the community service requirement and encourage non-exempt residents to select such activities to satisfy the requirement.

- apprenticeships and job readiness training;
- substance abuse and mental health counseling and treatment;
- English proficiency, GED, adult education, junior college or other formal education;
- household budgeting and credit counseling;
- small business training.

HACEP may sponsor its own economic self-sufficiency program or coordinate with lcoal social services, volunteer organizations and TANF agencies.

4. Geographic Location

HACEP recognizes that the intent of this requirement is to have residents provide service to their own communities, either in the HACEP's developments or in the broader community in which HACEP operates.

5. Exemptions

In accordance with provisions in the Act, HACEP will exempt from participation in community service requirements the following groups:

- adults who are 62 years of age or older;
- persons engaged in work activities as defined under Social Security (full time or part time employment);

- participants in a welfare to work program;
- persons receiving assistance from and in compliance with State programs funded under part A, title IV of the Social Security Act; and
- the disabled but only to the extent that the disability makes the person "unable to comply" with the community service requirements.

HACEP will determine at the next regularly scheduled reexamination, the status of each household member eighteen (18) years of age or older with respect to the requirement to participate in community service activities. HACEP will use the "PHA Family Community Service Monthly Time-Sheet" to document resident eligibility and the hours of community service. A record for each adult will be established and community service placement selections made. Each non-exempt household member will be provided with forms to be completed by a representative of the service or economic self-sufficiency activity verifying the hours of volunteer service conducted each month.

HACEP will also assure that procedures are in place which provide residents the opportunity to change status with respect to the community service requirement. Such changes include, but are not limited to:

- going from unemployment to employment;
- entering a job training program;
- entering an educational program which exceeds eight (8) hours monthly.

All exemptions to the community service requirement will be verified and documented in the resident file. Required verifications may include, but not be limited to:

- third-party verifications of employment, enrollment in a training or education program, welfare to work program or other economic self sufficiency activities;
- birth certificates to verify age 62 or older; or
- if appropriate, verification of disability limitation.

Families who pay flat rents, live in public housing units within market rate developments or families who are over income when they initially occupy a public housing unit will not receive an automatic exception.

6. Cooperative Relationships with Welfare Agencies

HACEP may initiate cooperative relationships with local service agencies that provide assistance to its families to facilitate information exchange, expansion of community service/self-sufficiency program options and aid in the coordination of those activities.

7. Lease Requirements and Documentation

HACEP's lease has a twelve (12)-month term and is automatically renewable except for non-compliance with the community service requirement. The lease also provides for termination and eviction of the entire household for such non-compliance. The lease provisions will be implemented for current residents at the next regularly scheduled reexamination on or after October 1, 1999, and for all new residents effective October 1, 1999. HACEP will not renew or extend the lease if the household contains a non-exempt member who has failed to comply with the community service requirement.

Documentation of compliance or non-compliance will be placed in each resident file.

8. Non-compliance

If HACEP determines that a resident who is not an "exempt individual" has not complied with the community services requirement, HACEP must notify the resident:

1. of the non-compliance;

2. that the determination is subject to the HACEP's administrative grievance procedure;

3. that unless the resident enters into an agreement under paragraph 4, of this section, the lease of the family of which the non-compliant adult is a member may not be renewed. However, if the non-compliant adult moves from the unit, the lease may be renewed;

4. that before the expiration of the lease term, HACEP must offer the resident an opportunity to cure the non-compliance during the next twelve (12)-month period; such a cure includes a written agreement by the non-compliant adult to complete as many additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the twelve (12)-month term of the lease.

RESIDENT ADVISORY BOARD

NORTHEAST AREA:

Section 8

Maria J. Armas	3610 Edgar Park	757-8261	Sect. 8
Maria Martha Navarro	10146 Pheasant #B	759-8707	Sect. 8

Elderly

Albino Rodriguez	10805 Sunstone	822-2371	Scattered Sites

Youth

Mireya Tapia	4425 Sunrise #7 (sect.8)	755-1560	Sect. 8

Disabled

Marco Morales	5510 Nato #17A	757-9138	Eisenhower

Resident Associations

Alma Esparza	9000 Marks #20	755-6691	Roosevelt/President
Blanca Lemus	4949 Alps #87	751-8549	Hervey/President
Maria Calixtro	5200 Lou Brock	821-4351	Cisneros/President
Irma Ort	940l Stonewall	755-0299	Henderson/President
Hilaria Marple	10040 Audubon #123	757-0168	Munoz/President
Antonio Maldonado	9051 Ladybird #38	757-0977	Johnson/President
Antonio Romo	4747 Atlas #33	751-6472	Baird-Hart/President
Leticia Valencia	5716 Rheims #98A	751-9065	Eisenhower/V.Presid.

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CENTRAL AREA

Section 8

Minerva Rodriguez	4202 N. Piedras	565-7230	Sect. 8
Jose M. Salgado	211 West Schuster #11	577-0465	Sect. 8

Elderly

Aurora Valverde	1221 E. San Antonio #117	544-1063	Sun Plaza
Rosalina De La O	1221 E. San Antonio #88	543-9424	Sun Plaza

Youth

Rosa Margarita Chavez	1200 Park #97	533-5296	Guillen

Disabled

Barbara Al-Fouri	600 Chelsea #1	772-2627	Chelsea

Resident Associations

Rodolfo Hernandez	1901 Corona #2242	544-5142	Salazar/V.Presid.
Patricia Sandoval	2202 Magoffin #80	545-2469	Tays/President
Irma Paredes	403 Hernandez #189	544-9338	Sherman/President
Rosa Maria Chavez	1200 S.Park #97	533-5296	Guillen/President
Maria Figueroa	212 Lisbon #4	781-0523	Rio Grande/President

CENTRAL AREA

Resident Associations

Maria Borchert	600 Chelsea # 84	772-8142	Chelsea/President
Rafael Reyes	201 Cortez #509	772-1427	Pooley/Treasurer
Esperanza Vilchis	4004 Paisano #372	544-5429	Paisano/President
Roberto Figueroa	614 S. Virginia #65	544-5281	Alamito/Volunteer

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LOWER VALLEY AREA

Section 8

Dalila Torres	6412 Edgemere #E-8	779-2104	Sect. 8

Elderly

Bertha Moreno	8820 Old County Rd.#27	859-1826	Ochoa

Youth

Dariela Munoz	122 Finita #85	859-8881	Webber
Christina Rivera	118 Finita #80	872-9127	Webber

Disabled

pending

Resident Associations

Lucy Galvan	12309 Red Sun	857-6606	HopeVI 79938
Teresa Chacon	185 Coronado #35		Cramer/Volunteer
Antonio Duenez	7631 North Loop #199	591-2905	Marmolejo/President
Bart Stahl	9417 Marlicia #11	860-0166	Gonzalez/President
Raquel Robles	9101 Hazelnt #19	860-7905	King/President
Ma.Esther Bencomo	8820 Old County Rd. #	858-2648	Ochoa/President
Antonia Martinez	8652 San Juan #60	859-5883	Graham/President
Elena Villela	8247 North Loop #84	629-8401	Alvarez/President
Israel Vasquez	118 Finita #74	859-0147?	Webber/President
Maricela Quijas	10200 Hedgerow #2	599-2749	Krupp/President

At Large

Linda Raya	200 Romeria	790-2108	Scattered Site

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WEST SIDE AREA

Section 8

Angelica Villalobos	125 Vaquero Ln #48	351-9401	Sect. 8
Veronica Palacios	7317 Tubor Way Apt. C	833-8497	Sect. 8

Elderly

Maria De Los Angeles Dominguez	314 Resler #17	833-8758	Williams

Youth

Jose Luis Saucedo	411 Mangrum #8	587-4189	Robinson

Disabled

Francisco Reyes	1039 Sunland Park #25	584-2505	Machuca

Resident Associations

Maria Christina Rivera	312 Graphite	585-8043	Machuca/Vice President
Lourdes Garcia	5353 Ridge #190		Sandoval/President
Patricia Monarez	411 Mangrum #12	587-7085	Robinson/President

Accomplishments

Management Accomplishments

HACEP scored over 90% in the new PHAS scoring system to continue to be a high performer. HACEP revised the Admissions and Occupancy Policy to implement measures to promote income mixing in the public housing complexes. HACEP continued the effort to ensure equal opportunities for housing all qualified persons by attending health fairs, speaking at local conferences, and meeting with health providers to educate possible clients in regards to housing opportunities.

Section 8 Accomplishments

1. Conducting on-going efforts to improve SEMAP scores. Action Plan has been prepared to address indicator #3 Rent Determination by established Quality Control.

2. Reduced the wait period for prospective participants that are interviewed for preliminary eligibility.

3. Periodic Section 8 landlord orientations are held.

4. Attend Fair Housing Task Force meetings to address housing issues.

5. Section 8 has received endorsement from the El Paso Apartment Association (EPAA).

6. Presentations are conducted for the property managers receiving Certified Apartment Managers (CAM) Government Assistance segment at the request of the EPAA Director.

7. Lease up rate has increased. 100% utilization of voucher program as of 11/30/00.

8. Continuously work to improve service provided to the participants and property owners.

9. Two applications have been submitted for additional tenant-based vouchers.

10. Pre-applications were accepted twice during year 2000.

Maintenance Accomplishments

Maintenance and Force Account Crews have completed Interior Modernization in 1118 dwelling units as outline under the Comprehensive Plan for Modernization CGP707, and in compliance with our projected goals. Additional improvements have also been completed in other areas related to Energy Conservation Measures, Exterior Building and Site Improvements to improve the safety and curb appeal to our communities.

Maintenance Cathodic Protection Department, has retained favorable and satisfactory scores in annual gas pipeline and safety program inspections conducted by the Texas Railroad Commission.

Maintenance Department continue to implement a preventive maintenance program and annual inspection of all units under the new Real Estate Assessment Center (REAC) and Uniform Physical Center Standards (UPCS) Guidelines, results are monitored by a reduction in work orders being recorded and improvements in customer satisfaction from our residents. HACEP scored above satisfactory under the new PHAS scoring system to continue to maintain a High Performer status.

707 Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	uantity		Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
					Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
TX21-P003-430 SCAT. SITES	Appliances	1465			7,955.00	8,173.09	8,173.09	8,173.09	Work Completed
TX21-P003-470 SCAT. SITES	Appliances	1465			1,636.00	1,847.87	1,847.87	1,553.79	Work in Progress
TX21-P003-550	Appliances	1465			4,200.00	4,500.00	4,500.00	3,912.79	Work in Progress
TX21-P003-570	Appliances	1465			1,636.00		1,636.00	790.67	Work in Progress
PHA -WIDE	NON DWELLING EQUIPMENT								
	Office Furn / Equip. (nonexpendable)	1475	1	LS	100,000.00		100,000.00	45,278.91	Purchases in transit
	Maint. Equip (nonexpendable)	1475	1	LS	75,981.00	74,750.19	74,750.19	16,671.88	Purchases in transit
	Equip. / Computers / D.P.	1475	1	LS	50,000.00		50,000.00	25,219.57	Purchases in transit
	Automotive Equip	1475	1	LS	196,254.66	197,485.47	197,485.47	182,872.47	Purchases in transit
	Equipment (expendable)	1475	1	LS	18,910.34		18,910.34	8,583.57	Purchases in transit
PHA -WIDE	SECURITY	1408	1	LS	149,968.00		149,968.00	123,234.98	Security for all EPHA sites
	RESIDENT SERVICES	1408	1	LS	53,817.09	54,578.73	54,578.73	54,578.73	Resident Coordinator's, Resident's meetings
	YOUTH SERVICES	1408	1	LS	80,000.00		80,000.00	80,000.00	Work completed YISD
	TRAINING	1408	1	LS	250,000.00	249,238.36	249,238.36	121,097.32	Training in all areas - EPHA staff
	SOFTWARE	1408	1	LS	65,000.00		65,000.00	59,386.60	Work in Progress
	PERSONNEL	1408	1	LS	40,000.00		40,000.00	6,290.00	Work in Progress
	PROFESSIONAL SERVICES	1408	1	LS	250,000.00		250,000.00	0.00	Security for all EPHA sites
PHA -WIDE	ADMINISTRATION - SALARIES	1410	1	LS	489,965.00		489,965.00	444,311.43	Administration Salaries in progress
	BENEFITS: FICA, PEN., HLTH. INS.	1410	1	LS	109,508.00		109,508.00	43,548.76	Administration benefits in progress
	PUBLICATIONS	1410	1	LS	0.00		0.00	0.00	
	SUNDRY / ADVERTISEMENT	1410	1	LS	48,000.00	40,339.80	40,339.80	5,552.84	Advertisement for MOD
	WORKER'S COMP. / TEC	1410	1	LS	211,988.91	219,649.11	219,649.11	219,649.11	Claims paid for Worker's Comp. / TEC
PHA -WIDE	FEES & COSTS	1430	1	LS	277,765.00		277,765.00	260,350.66	Work in Progress
PHA -WIDE	CONTINGENCY	1502	1	LS	0.00		0.00	0.00	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statem (2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Annual Statement / Performance and Evaluation Report
Part III: Implementation Schedule
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

(707)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
TX21-P003-002 Tays	31-Dec-99			30-Jun-01			
TX21-P003-005 Sherman	31-Dec-99			30-Jun-01			
TX21-P003-006 Sherman	31-Dec-99			30-Jun-01			
TX21-P003-007 Sun Plaza	30-Sep-99			30-Jun-01			
TX21-P003-010 Salazar	31-Dec-99			30-Jun-01			
TX21-P003-012 Roosevelt	31-Dec-99			30-Jun-01			
TX21-P003-019 Marmolejo		30-Jun-00			30-Jun-01		
TX21-P003-020 Kathy White	31-Dec-99			30-Jun-01			
TX21-P003-021 Rio Grande		30-Jun-00			30-Jun-01		
TX21-P003-022 Kennedy		30-Jun-00			30-Jun-01		
TX21-P003-023 Eisenhower	31-Dec-99			30-Jun-01			
TX21-P003-026 Father Pinto	31-Dec-99			30-Jun-01			
TX21-P003-027 Webber	31-Dec-99			30-Jun-01			
TX21-P003-028 Gonzalez		30-Jun-00			30-Jun-01		
TX21-P003-300 King	31-Dec-99			30-Jun-01			
TX21-P003-302 Hart	31-Dec-99			30-Jun-01			
TX21-P003-310 Baird	30-Sep-99			30-Jun-01			
TX21-P003-330 Johnson		30-Jun-00			30-Jun-01		
TX21-P003-340 Krupp		30-Jun-00			30-Jun-01		
TX21-P003-350 Pooley	30-Sep-99			30-Jun-01			
TX21-P003-360 Telles	31-Dec-99			30-Jun-01			
TX21-P003-392 Graham		30-Jun-00			30-Jun-01		
TX21-P003-400 Ochoa	31-Dec-99			30-Jun-01			
TX21-P003-410 Anderson		30-Jun-00			30-Jun-01		
TX21-P003-420 Morehead	31-Dec-99			30-Jun-01			
TX21-P003-430 Scat. Sites		30-Jun-00			30-Jun-01		
TX21-P003-470 Scat. Sites		30-Jun-00			30-Jun-01		
TX21-P003-550 Scat. Sites		30-Jun-00			30-Jun-01		
TX21-P003-570 Scat. Sites		30-Jun-00			30-Jun-01		
PHA WIDE	31-Dec-99			30-Jun-01			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator ar

ANNUAL STATEMENT /
PERFORMANCE AND EVALUATION REPORT
Part I: Summary
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 6/30/93)

HA Name	Comprehensive Grant Number	FFY of Grant Approval
HOUSING AUTHORITY OF THE CITY OF EL PASO	TX21-P003-708	1999

[ ] Original Annual Statement [ ] Reserve for Disasters/ Emergencies [X] Revised Annual Statement/Revision Number #: [X] Performance and Evaluation Report for Program Year Ending 12/30/00 as per PIH Notice 2001-
[ ] Final Performance and Evaluation Report

ne No.	Summary by Development Account	Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 19)				
3	1408 Management Improvements	804,000	804,000	804,000	171,686
4	1410 Administration	944,678	944,678	944,678	538,042
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	450,592	468,677	468,677	211,459
8	1440 Site Acquisition				
9	1450 Site Improvement	208,046	208,046	208,046	79,685
10	1460 Dwelling Structures	4,229,333	3,801,239	3,801,239	809,297
11	1465.1 Dwelling Equipment -- Nonexpendable	193,904	203,911	203,911	160,735
12	1470 Nondwelling Structures	696,474	696,474	696,474	282,826
13	1475 Nondwelling Equipment	607,393	607,393	607,393	25,370
14	1485 Demolition	554,500	954,500	954,500	1,227
15	1490 Replacement Reserve				
16	1495.1 Relocation Costa	54,032	54,032	54,032	4,050
17	1498 Mod Used for Development	371,066	371,066	371,066	0
18	1502 Contingency (may not exceed 8% of line 19)	0	0	0	0
19	**Amount of Annual Grant (Sum of Lines 2-15)**	9,114,017	9,114,017	9,114,017	2,284,378
20	Amount of line 19 Related to LBP Activities	0	0		
21	Amount of line 19 Related to Section 504 Compliance	0	0		
22	Amount of line 19 Related to Security	0	170,000	60,000	35,099
23	Amount of line 19 Related to Energy Conservation Measures	0	450,486	110,551	

-1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance and Evaluation Report

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Date
X	

form HUD-52837 (1/95)
ref Handbook 7485.3

708 Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	uantity		Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
					Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
TX21-P003-010 ALAMITO	Site Improvements: Sidewalks, Landscape	1450	1	LS	0.00				
	Site Utilities	1450	1	LS	0.00				
	Exterior Dwelling Modernization: Generally includes painting, roof doors, windows, siding, masonry, foundation, screens	1460	61	BLDG	0.00				
	Interior Dwelling Modernization, Weatherization. General includes cabinets, painting, floors, elect., plumbing, doors, fixt.	1460	349	DU	30,100.00	27,220.72	27,220.72	7,066.29	Work in progress
	Dwelling Appliances: Refrig. / Stoves	1465	250	DU	20,586.16	23,465.44	23,465.44	22,963.99	Work complete
	Non-Dwellling Modernization: Com Rm/Laundry Room	1470	1	LS	0.00				
	Non-Dwelling Equipment: HVAC upgrades; Playgrnd equ picnic areas	1475	1	LS	0.00				
TX21-P003-020 TAYS PLACE	Site Improvements: fencing, sidewalk, improve.	1450	1	LS	110,221.00		110,221.00	60,129.71	Work in progress
	Site Utilities: clean-out, elect. util. upgrades	1450	1	LS	15,224.00		15,224.00	3,127.64	Work in progress
	Exterior Dwelling Modernization: Weatherization Generally includes painting, roof, doors, windows, siding, masonry, foundation, screens.	1460	311	DU	129,960.00		129,960.00	2,180.32	Work in progress
	Interior Dwelling Modernization: Weatherization Generally includes cabinets, painting, floors, elect., plumbing, doors, fixtures, hardware.	1460	311	DU	506,838.84		506,838.84	21,474.15	Work in progress
	Dwelling Equipment	1465			25,300.00		25,300.00	23,805.53	Work in progress
	Non Dwelling Modernization: Day Care, Rec. Paint	1470	1	LS	4,474.31		4,474.31	3,021.83	Work in progress
	Non-Dwelling Equipment: heating/ac upgrades, plygn equ	1475	1	LS	0.00				
TX21-P003-030 TAYS PLACE	Site Improvements:Sidewalks, landscaping,lighting	1450	1	LS	11,316.00		11,316.00	436.73	Work in progress
	Site Utilities: Clean out, elect. utility upgrade	1450	1	LS	39,121.04		39,121.04	1,624.79	Work in progress
	Exter. Building Improvements: painting, roof, doors, windo siding, masonry, foundation, screens.	1460	30	DU	12,525.00		12,525.00	338.92	Work in progress
	Appliances	1465	15	DU	3,817.41		3,817.41	3,792.40	Work in progress
TX21-P003-150 TAYS PLACE	Site Improvements:Weatherization & coating, sidewalks, scaping, lighting,	1450	1	LS	3,589.60		3,589.60	205.22	Work in progress
	Site Utilities: Clean out, elect. utility upgrade	1450	1	LS	762.72		762.72	218.62	Work in progress
	Interior Modernization: cabinets, painting, floors, elect., pl	1460	18	DU	19,343.31		19,343.31	800.76	Work in progress
	Exter. Building Improvements: Weatherization, coating	1460	18	DU	7,515.00		7,515.00	2,553.04	Work in progress
	Appliances	1465	11	DU	3,200.00		3,200.00	25.71	Work in progress
TX21-P003-050 SHERMAN	Foundation Repairs	1460	144	DU	100,500.00		100,500.00	101.93	Work in progress
TX21-P003-060 SHERMAN	Foundation Repairs	1460	180	DU	100,500.00		100,500.00	293.06	Work in progress
TX21-P003-070 SUN PLAZA	Upgrade HVAC Controls & Tech	1460	330	DU	178,500.00		178,500.00	4,805.25	Work in progress
	Upgrade Smoke Panel &Heat Detectors	1460	330	DU	114,557.42		114,557.42	90,291.64	Work in progress
	Energy Management Controls	1460	330	DU	73,600.00		73,600.00	16,608.88	Work in progress
	HVAC Cooling Tower	1460	1	LS	25,000.00		25,000.00	0.00	Work in progress

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

708 Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	uantity		Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
					Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
TX21-P003-080 CHELSEA	Upgrade HVAC Controls & Tech	1460	1	LS	174,800.00		174,800.00	2,400.00	Work in progress
	Upgrade Smoke Panel &Heat Detectors, including energy efficiency technology.	1460	199	DU	180,000.00		180,000.00	820.00	Work in progress
	Appliances	1465			7,200.00		7,200.00	6,029.18	Work in progress
TX21-P003-090 DEWETTER	Appliances	1465	21	DU	6,100.00	6,544.20	6,544.20	6,544.20	Work complete
TX21-P003-100 SALAZAR	Interior Modernization: Painting, doors, plumbing,elect,cab flooring, windows, hardware and enery conservation measures	1460	283	DU	526,389.23	126,389.23	126,389.23	102,327.79	Work in progress
	Exterior Improvements	1460	283	DU	297,503.75		297,503.75	254,324.63	Work in progress
	Asbestos Abatement	1460	360	DU	609,900.00		609,900.00	2,240.51	Work in progress
	Asbestos Survey	1460	360	DU	42,800.00		42,800.00	0.00	Work in progress
	Demolition	1485	77	DU	480,900.00	880,900.00	880,900.00	1,183.07	Work in progress
	Relocation	1495	283	DU	54,031.70		54,031.70	4,050.00	Work in progress
TX21-P003-110 GUILLEN	Appliances	1465	12	DU	3,500.00		3,500.00	2,839.95	Work in progress
TX21-P003-130 VALLE VERDE	Appliances	1465	5	DU	1,400.00		1,400.00	1,116.19	Work in progress
TX21-P003-131 MACHUCA	Appliances	1465	10	DU	2,800.00		2,800.00	2,001.74	Work in progress
TX21-P003-151 PAISANO	Site Improvements: Asphalt seal coat	1450	1	LS	0.00				
	Site Utilities: Area lighting, irrigation	1450	1	LS	0.00				
	Ext. Dwelling Modernization: win., pnt., screens. Generally includes painting, roof, doors, windows, siding, masonry, found	1460	46	DU	0.00				
	Interior Dwelling Modernization: Weatherization. Generall includes cabinets, painting, floors, elect., plumbing, doors,hardw	1460	46	DU	0.00				
	Dwelling Appliances: stoves, refrig,	1465	46	DU	0.00				
TX21-P003-140 CRAMER	Site Improvements: landscaping, replace underground pow lines, lighting, asphalt upgrade.	1450	1	LS	0.00				
	Site Utilities: waterline upgrade	1450	1	LS	11,460.58		11,460.58	11,460.58	Work complete
	Exter. Dwelling Modernization: Painting, flashing, doors, re windows, roof upgrade, roof jacks.	1460	57	BLDG	0.00				
	Interior Dwelling Modernization: Generally includes cabine painting, floors, elect., plumbing, doors, fixtures, hardware.	1460	144	DU	0.00				
	Dwelling Appliances: ranges, refrigerators, heating	1465	144	DU	11,800.00		11,800.00	9,897.83	Work in progress
	Non-Dwelling Modernization: M&M big-windows. Com. Rn Kitchen cabinets, interior paint	1470	1	LS	0.00				
	Non-Dwelling Equipment: HVAC; refrig.,	1475	1	LS	0.00				

(2) To be completed for the Performance and Evaluation Report.

Signature of Public Housing Director/Office of Native American Programs Administrator and Date