

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

PHA Plans

Annual Plan for Fiscal Year 2001

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

PHA Plan Agency Identification

PHA Name: Nacogdoches Housing Authority

PHA Number: TX486

PHA Fiscal Year Beginning: (mm/yyyy) 04/2001

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)

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.

This is the Annual Plan for the Housing Authority of the City of Nacogdoches, Tx. The Housing Authority's fiscal year begins April 1, 2001. This Annual Plan is for fiscal year 2001.

Nacogdoches Housing Authority administers 76 units of Public Housing. The chart below gives the number of units by household type and bedroom size.

Elderly/Disabled			Family			
1-Br	2-Br	3-Br	1-Br	2-Br	3-Br	4-Br
16	4	3	0	10	41	2

Additionally, the Housing Authority administers 671 units of Section 8 tenant based assistance. A Board of Commissioners, consisting of five members appointed by the Mayor, oversees the agency. One member of the Board is a public housing resident. The Agency was established in 1975.

The mission of the Housing Authority, stated above requires the Housing Authority to extend its role beyond housing assistance and develop programs which provide economic self-sufficiency to the families it serves. Also the Housing Authority is obligated to affirmatively further fair housing and deliver the programs in a way that all those served are treated equally with dignity and respect.

The Housing Authority plans to expand the supply of assisted housing by applying for additional vouchers for the rental assistance program and by applying for Low Income Housing Tax Credits to build a new apartment complex.

The Housing Authority has been designated Standard Performer under the HUD PHAS scoring we intend to improve our PHAS scores to at least a 90 and we intend to score at least 93 on the new SEMAP scoring for Section 8 programs

The Authority plans to increase the number of family members over 18 years of age who are employed by 10 percent over the next four years. We will accomplish this through a combination of flat rents, rent incentives, and by working closer with social service agencies to provide job training and employment opportunities.

Over the next four years, the Housing Authority will adopt and implement a voucher homeownership program. We plan to have at least 5 families buying their own home by subsidizing mortgage payments. Qualified families will be provided extensive counseling. They will also receive guidance in securing a down payment and financing.

The Agency has four primary sources of funding: operating, capital, Section 8, and Public Housing Drug Elimination Program grants. With public housing funding being revised, the Agency’s future funding amounts could be substantially altered. The figures in the Plan are estimates based on the most recent information in funding formulas. At the end of fiscal year 2000, operating reserves for the public housing program are estimated to be \$200,000. The agency is projecting administrative fee reserves for the Section 8 of \$250,000. The Agency expects to retain these reserve levels throughout the five year planning period.

The Housing Authority continues to operate under the guidelines of the court order in the Young Litigation. This order precludes some discretionary policies that the Authority would normally have under Federal law and regulations. As the regulations change the Authority must wait for HUD guidance as to the impact on the Young Case before changes can be made. The deconcentration and income targeting policies are an example of this. The PHA has amended policies to meet the deconcentration goals but must wait for HUD Young review before they are put into place.

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 ATTACHMENT “A”
- PHA Management Organizational Chart ATTACHMENT “B”
- Public Housing Drug Elimination Program (PHDEP) Plan ATTACHMENT “C”
- Progress Report on 5 Year Plan ATTACHMENT “D”
- Definition Of “Substantial Deviation” And “Significant Amendment Or Modification” ATTACHMENT “E”
- Section 8 Homeownership Capacity Statement ATTACHMENT “F”
- List of Resident Advisory Board ATTACHMENT “G”
- Resident Housing Authority Commissioner ATTACHMENT “H”
- FY 2001 Capital Fund Program Annual Statement UNDER COMPONENT 7 CAPITAL NEEDS PAGE # 27
- FY 2001 Capital Fund Program 5 Year Action Plan UNDER COMPONENT 7 CAPITAL NEEDS PAGE # 30
- Comments of Resident Advisory Board or Boards UNDER COMPONENT 18 OTHER INFORMATION PAGE # 43

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair	Annual Plan: Housing Needs

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund Grant Program Annual Statement for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent,	Annual Plan: Capital Needs

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2,636	5	4	3	1	1	2
Income >30% but <=50% of AMI	1,372	5	4	3	1	1	2
Income >50% but <80% of AMI	1,508	3	4	3	1	1	2
Elderly	699	4	3	3	3	1	2
Families with Disabilities	NA						
Race/Ethnicity BLACK	1271	5	4	3	1	1	2
Race/Ethnicity HISPANIC	452	5	4	3	1	1	2
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: 1999
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	337		167
Extremely low income <=30% AMI	277	82%	
Very low income (>30% but <=50% AMI)	60	18%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	239	70%	
Elderly families	21	6%	
Families with Disabilities	55	16%	
Black Families	209	62%	
Hispanic Families	17	5%	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	53	23%	7
2 BR	146	64%	4
3 BR	21	9%	14
4 BR	7	3%	2
5 BR			
5+ BR			

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)?

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)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)
Utilized desegregation vouchers for Young Litigation class members to move into areas that provide a desegregative housing opportunity.

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	113,000	
b) Public Housing Capital Fund	144,530	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,740,000	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	25,000	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	57,000	PUB. HOUSING OPERATIONS
4. Other income (list below)		
INTEREST INCOME	18,000	ADMINISTRATIVE
TENANT CHARGES	5,000	PUB HOUSING. OPERATIONS
5. Non-federal sources (list below)		
Total resources	3,102,530	

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):
90 days
- Other: (describe)

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists?

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

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists

- At the development to which they would like to apply
- Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
When addition of a family member would require non-married members of opposite sex to share a bedroom.
- Other: (list below)
Racial desegregation housing opportunity.

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease

- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)
General Rules for Public Housing

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

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

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

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

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

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

- Criminal or drug-related activity
 Other (describe below)
Information in the PHA possession about the tenancy history of family members.
The family's current address (as shown in the PHA records)
The name and address (if known to the PHA) of the landlord at the family's current and prior 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)

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

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Extenuating circumstances such as hospitalization or a family emergency for an extended period of time that has affected the family's ability to find a unit.

The family has evidenced that they have made a consistent effort to locate a unit and request support services from the Housing Counselor, throughout the initial 60 day period with regard to their inability to locate a unit.

The family has turned in a Request for Lease Approval prior to the expiration of the 60-day period, but the unit has not passed Housing Quality Standards.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

Through published notices

Other (list below)

Written notice as directed by the Fair Housing Service Center to those applicants who qualify for the desegregation vouchers in the Young Litigation.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

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

If yes, state amount/s and circumstances below:

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The PHA allows a deduction of \$1,000 per family per year of earned income from wages for Public Housing residents. A family that has less than \$1,000 in earned income will have that earned income reduced only to zero. Other types of income will not be reduced. During that period of time when the total earned income is not counted as a result of the phase-in requirements of the federal regulations, this deduction will not apply. Only after the phase-in has been completed and all earned income is counted, will the \$1,000 deduction kick in.

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

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
 At family option

- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$200 per month
- Other (list below)

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually

Other (list below)

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

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

The need to allow families to move out of areas of minority concentration.

Actual contract rents for specific bedroom sizes.

(2) Minimum Rent

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

\$0

\$1-\$25

\$26-\$50

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

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	75	25
Section 8 Vouchers	671	137
Section 8 Certificates	NA	
Section 8 Mod Rehab	NA	
Special Purpose Section 8 Certificates/Vouchers (list individually) FAIR HOUSING VOUCHERS	10	1
Public Housing Drug Elimination Program (PHDEP)	75	25
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management: (list below)
 "Nacogdoches Housing Authority Maintenance Plan"

- “Policies Governing Resident Selection, Assignment and Occupancy for Rental Units Owned Operated or Managed by The Housing Authority of the City of Nacogdoches”
- “Grievance Procedure for Housing Owned or Managed by Nacogdoches Housing Authority”
- “Housekeeping Standards Video”
- “Handicap Modification Policy”
- “Collection Policy for Rent and Other Charges”
- “General Rules for Public Housing”
- “Monthly Police Call Log”

(2) Section 8 Management: (list below)
 “Administrative Plan”

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-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 -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)

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
TX24P486001	SANDY OAKS	1	97%

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
WATER HEATER REPLACEMENTS	3,800	2002
STREET AND SIDEWALK REPAIR	17,000	2002
ADDITIONAL SIDEWALKS TO CLOTHES LINES	30,000	2002
AIR CONDITIONER REPLACEMENTS AND REPAIRS	11,500	2002
LAUNDRY WASHER & DRYER REPLACEMENTS	5,000	2002
NEW TELEPHONE JACKS IN MASTER BEDROOMS	3,800	2002
A/C & HEATING DUCTS CLEANING	14,250	2002
ADD LIGHTS OVER KITCHEN SINKS	7,600	2002
ADD SECURITY LIGHTS IN PLAYGROUND	2,000	2002
WATER HEATER REPLACEMENTS	3,800	2003
AIR CONDITIONER REPLACEMENTS AND REPAIRS	9,500	2003
LAUNDRY WASHER & DRYER REPLACEMENTS	5,000	2003
COUNTER TOP REPLACEMENT	7,600	2003
DECORATIVE SHUTTERS ON ALL WINDOWS	10,000	2003
COUNTER TOP REPLACEMENT	7,600	2004
WATER HEATER REPLACEMENTS	3,800	2004
AIR CONDITIONER REPLACEMENT AND REPAIRS	9,500	2004
LANDSCAPING AND EROSION CONTROL	5,000	2004
WATER HEATER REPLACEMENTS	3,800	2005
AIR CONDITIONER REPLACEMENT AND REPAIRS	9,500	2005
NEW HOUSING AUTHORITY VEHICLE	20,000	2005
COMPUTER UPGRADES	10,000	2005
Total estimated cost over next 5 years	200,050	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
TX24P486002	PARKCREST	1	97%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
WATER HEATER REPLACEMENTS			5,700	2002
SIDEWALK REPAIR, CURB & GUTTER REPAIR			7,000	2002
AIR CONDITIONER REPLACEMENTS AND REPAIRS			11,500	2002
NEW TELEPHONE JACKS IN MASTER BEDROOMS			3,800	2002
WATER HEATER REPLACEMENTS			5,700	2003
AIR CONDITIONER REPLACEMENTS AND REPAIRS			11,500	2003
EROSION CONTROL AND ABATEMENT			5,000	2003
DECORATIVE SHUTTERS ON ALL WINDOWS			10,000	2003
COUNTER TOP REPLACEMENT			7,600	2004
WATER HEATER REPLACEMENTS			5,700	2004
AIR CONDITIONER REPLACEMENT AND REPAIRS			11,500	2004
COUNTER TOP REPLACEMENT			7,600	2005
A/C & HEATING DUCTS CLEANING			15,500	2005
WATER HEATER REPLACEMENTS			5,700	2005
AIR CONDITIONER REPLACEMENT AND REPAIRS			11,500	2005
Total estimated cost over next 5 years			125,300	

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

- 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: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected:

6. Coverage of action: (select one)

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:

a. Size of Program

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

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

25 or fewer participants

26 - 50 participants

51 to 100 participants

more than 100 participants

b. PHA-established eligibility criteria

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

Financing for purchase of a home under our section 8 homeownership program will: be provided, insured or guaranteed by the state or Federal government; or comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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? 06/29/2000

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

The current Policy on the Community Service Requirement is included as Section XXIV of the “Policies Governing Resident Selection, Assignment and Occupancy for Rental Units Owned, Operated or Managed by the Housing Authority of the City of Nacogdoches”, that has been submitted to HUD

Our policies define Community Service as volunteer work that includes but is not limited to: Work at a local school, hospital, or childcare center, Work with youth organizations, Work at the Authority to help improve physical conditions, Work at the Authority to help with children’s programs, Helping neighborhood groups with special projects, Working through resident organization to help other residents with problems. Political activity is not allowed.

Self Sufficiency Activities are defined as: activities which include, but are not limited to: Job training programs, Substance abuse or mental health counseling, English proficiency or literacy (reading) classes, Budgeting and credit counseling, Any kind of class that helps a person toward economic independence.

The eight (8) hours per month may be either volunteer work or self sufficiency program activity or a combination of the two. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the schedule. Activities must be performed within the community and not outside the jurisdictional area of the Authority.

At lease execution or re-examination after October 1, 2000, all adult members (18 or older) of a public housing resident family must: 1) provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and 2) sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.

At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.

If a family member is found to be non-compliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.

To the greatest extent possible and practicable, the Authority will provide names and contacts at agencies that can provide opportunities for residents to fulfill their Community Service obligations and provide in-house opportunities for volunteer work or self sufficiency programs.

At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members. If the Authority finds a family member to be non-compliant, the Authority will enter into an agreement with the non-compliant member and the Head of Household to make up the deficient hours over the next twelve (12) month period. If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the non-compliant member agrees to move out of the unit.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

Sandy Oaks

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

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

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

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

Sandy Oaks, Parkcrest

C. Coordination between PHA and the police

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

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

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

Sandy Oaks, Parkcrest

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: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The current Pet Policy is included as Section XIX of the "Policies Governing Resident Selection, Assignment and Occupancy for Rental Units Owned, Operated or Managed by the Housing Authority of the City of Nacogdoches", that has been submitted to HUD.

The policy allows pets to all resident households as long as the household follows the policies. Only common household pets are allowed. They must be approved and registered by the manager. Proof of inoculation is required for all animals required to be inoculated by State or local law. The household must provide the name address and phone number of a responsible party to care for the pet if resident is incapacitated. The number and size of warm-blooded pets is restricted. Dogs and cats must be neutered or spayed. Pets must be quartered and fed inside the unit only. Pets are not allowed to leave waist on other resident's lawns or common areas. Warm blooded pets may not be left unattended for more than 24 hours. A pet deposit of \$100 is required but may be paid at \$50 up front and \$10 per month. Procedures for pet policy violations are set out in the policy. Procedures for the protection of the pet in case the owner is incapacitated are set out in the policy.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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:

RESIDENT ADVISORY BOARD MEETING 10/27/00

Those present: Peggy Greer, Kametra Henderson, Martha Creasy, Terri Short, Vanessa Thorn, Susan Wages, Mary Jo Patton, Thelma Freeman.

Agenda:

1. Status of last years proposals: Peggy--we have accepted a bid for the construction of a laundry room at Parkcrest. We have also accepted a proposal for the installation of security lights at Parkcrest. Construction of the gates at Parkcrest and improvements to the bus stop are pending, as well as the installation of a sprinkler system at Sandy Oaks.
2. Suggestions or recommendations for funding for the next fiscal year:
 - a. Terri—funding for a security patrol at Parkcrest should be considered.
 - b. Kametra—can we have speed bumps installed because people sometimes drive erratically? (Peggy stated that daybreak and summit are city streets so speed bumps can not be installed. She has contacted the city on previous occasions to inquire about them and was informed that the city is not interested in installing them because of possible liability for injury to cars from speed bumps.
 - c. Vanessa—make provisions for families to continue to have their lawns mowed at no charge next year.
 - d. Terri—replant grass in barren areas. Peggy indicated that the housing authority intends to replant in the near future but families must uphold their obligations to keep the grass watered,
 - e. Vanessa—can PHA provide fertilizer to tenants for grass?
 - f. Susan—steps for our back porches at Sandy Oaks
 - g. Mary Jo—can we develop an area for the kids to play ball because they have been playing in the street?
 - h. Vanessa thorn—can we have another phone jack in the bedroom of our homes
 - i. Susan Wages—can we have an additional cable jack? We also need a light in the actual playground area so it will not be so dark at night. We also need a place for the kids and parents to sit within the playground area.
 - j. Vanessa—clean, reshape and repair gutters at Sandy Oaks. Some of the downspouts are coming loose.. Peggy-- Gutters have already been cleaned this fall on all buildings. During air filter check on 10/27/00 maintenance will check downspouts and gutters that need to be repaired.
 - k. Mary Jo—is there any reason why we are going to only one entryway lock. Would like to have locks on living room and kitchen.
 - l. Martha: winter rye grass seeds. Peggy; maintenance will spread seeds during November.. we also need some type of light over the sinks at Sandy Oaks.
 - m. Terri/Vanessa—consider ceiling fans for each unit
 - n. Vanessa—have ducts in apartments cleaned. Peggy stated that she had already contacted a company about cleaning ducts. They want 250 dollars per unit. The current plans are to have them done for those residents who have breathing problems.
 - o. Vanessa—we need better extermination service. The current service is not performed consistently. Peggy will talk to terminix about improving the quality of the current service.
 - p. Terri—can we have the dumpsters back / there was a general discussion regarding the dumpsters. The general consensus was that the complex is cleaner and looks better without them.

- q. Susan—terminix needs to inform residents where they put mice traps because her son got into one of the traps to free a mouse and was bitten. Peggy will contact terminix immediately regarding this matter. She will also notify any resident who has one of the traps left at their home not to dispose of it outside.
- r. Terri asked that terminix also treat the trees to keep wood roaches from entering apartments.
- s. Kametra—request for each unit to have carpeting.
- t. Martha—tenants with severe allergies should have the right to reject carpet.

1. tenant concerns:

Thelma—the lights at the gazebo sometimes go off and on at Sandy Oaks. Peggy will get maintenance to check them..

Kametra; timers on outside lights need to be reset to come on earlier. Peggy indicated that this will be done next week after daylight saving time begins.

Kametra also indicated that the A/C does not work as well in her daughter’s room as in the rest of the house. Peggy advised her to put in a work request to have the vent checked,

There was a general discussion of the need to do some additional landscaping. Peggy indicated that they plan to plant more trees and shrubs. Maintenance planted six trees this week. They are postponing some of the planting at Sandy Oaks until the sprinklers are installed. There are also plans for additional shrubs but people must commit to watering.

2. treasurer report. We have 434.37 in tenant association funds. Peggy called to check on opening an account at local banks. Fredonia state will give us an account at no charge if we have a tax id number and minutes from a meeting indicating that we have elected to use them. Martha Creasy moved that we open an account at Fredonia. Peggy—second. All were in favor and the motion carried. Tenant association president Martha Creasy and treasurer, Vanessa Thorn, agreed to serve as authorized signers for all checks. All checks for the funds will be made to Martha Creasy or the tenant association.

3. Thanksgiving—both complexes elected to have community thanksgiving dinners again this year. Each complex will have a meeting in early November to schedule. Sandy Oaks residents have scheduled their dinner for November 20, 2000.

Meeting adjourned by Martha Creasy.

Minutes of the Resident Advisory Board Meeting 12/11/00

Those Present: Peggy Greer, Martha Creasy, Mary Jo Patton

The meeting was opened by Peggy Greer.

Report from Martha Creasy on absent members: Vanessa Thorn and Kametra Henderson have a band concert for their children. No information on other members.

Peggy requested a review of 5 year plan.

Capital Fund Program—

Martha Creasy “ All items appear appropriate, no suggestion for additions.”

Patton “ On the issue of ceiling fans for living room, if you already have had a ceiling fan installed in your living room can the new fan be installed in the bedroom?”

Peggy—We would like to remain consistent across the board with any improvements. Personal fan probably needs to be moved to the bedroom. If tenant vacates the new occupant would have a living room fan like the other units.

Five Year Plan:

2002 items

Creasy—no suggestion for changes or addition.

Patton —agreed

2003 items— Creasy--no additions or changes

Patton—Try to put shutter on window before 2003 because shutters will make windows look better. Previous request for back porch steps have not been included.

Peggy—We have measured drop at back porches. In some cases there is not enough drop to justify putting a step. Currently maintenance staff is trying to find concrete blocks of appropriate height to place at back doors

2004 items—Creasy/ Patton--no additions, changes.

2005—Creasy /Patton—no objections, no changes

Review of PHDEP program

Patton—Police Reports: Concern that police reports may be inaccurate due to misinformation. Some people accused of crimes are not guilty and there are cases of mistaken identity.

Peggy—The police reports show each time the police are contacted regarding any address at 804 Jordan, Daybreak, or Summit Sts. When an ambulance is dispatched, this information is also documented. There is a possibility that police report data can be misinterpreted.

Review of projected changes in utility allowance:

Creasy/Patton—Approved with no recommendation for changes.

Peggy explained that the flat rents for Public Housing have been recalculated based on FMRs which has resulted in an increase. The projected changes were reviewed and accepted by Mrs. Creasy and Mrs. Patton.

Meeting Adjourned.

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:

Added planned funding for ceiling fans, A/C and heater duct cleaning, additional landscaping, additional sidewalks at back porches of Sandy Oaks, additional playground lighting, lighting over Sandy Oaks kitchen sinks, and new telephone jacks in master bedrooms.

- Other: (list below)

Addressed other concerns through regular operating funds.

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: State of Texas

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)

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

Sarah Dale Anderson the Director of Strategic Planning for the State of Texas certified that this Annual Plan is consistent with the State Consolidated Plan. No actions and commitments were specified.

D. Other Information Required by HUD

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

Attachments

ATTACHMENT “A”

ADMISSIONS POLICY FOR DECONCENTRATION

This section will only be implemented if allowed by HUD, in writing, under the Young litigation procedures.

A. OBJECTIVE

The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the PHA is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also the PHA will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the PHA does not concentrate families with higher income levels, it is the goal of the PHA not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The PHA will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the PHA’s computer system.

B. ACTIONS

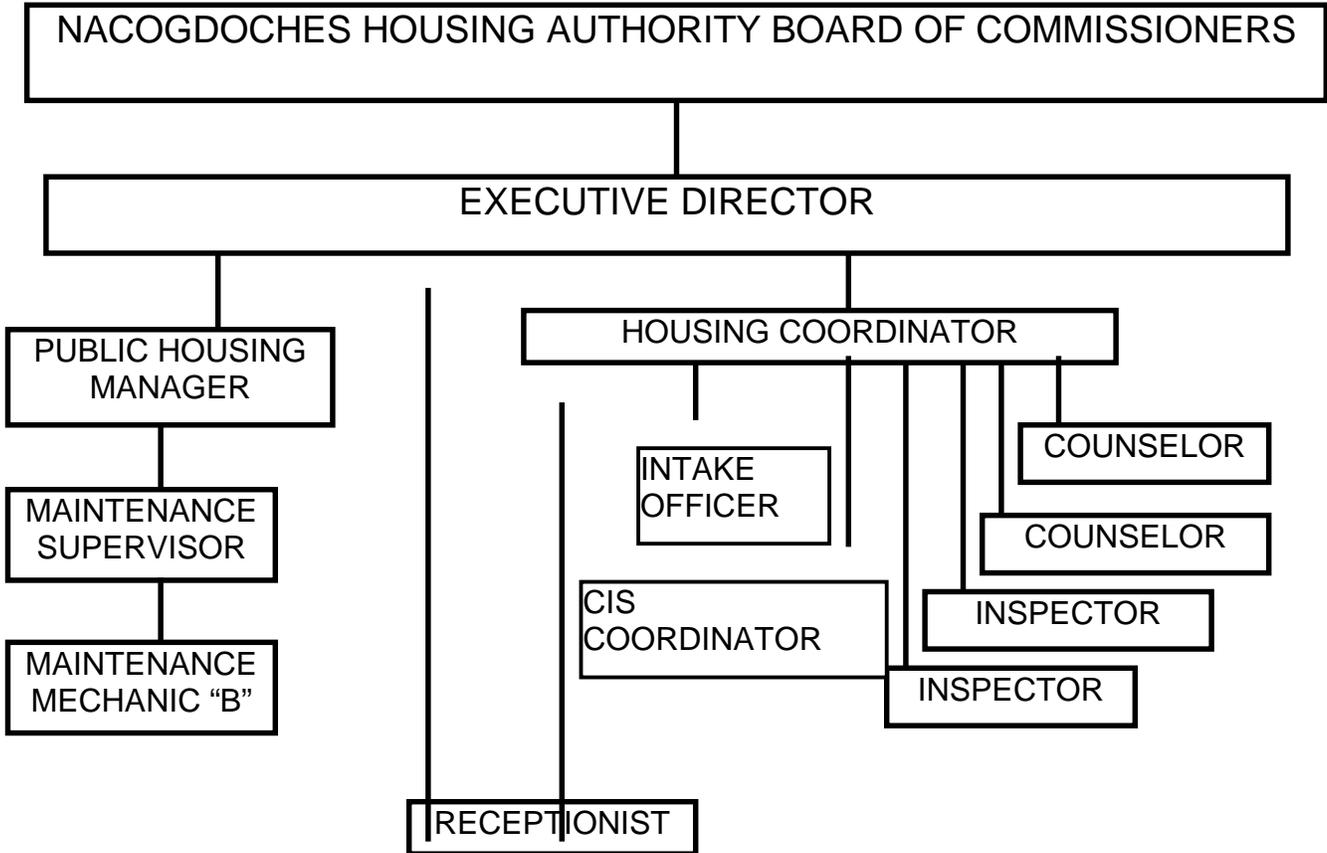
To accomplish the deconcentration goals, the PHA will take the following actions:

1. At the beginning of each PHA fiscal year, the PHA will establish a goal for housing 40% of its new admissions with families whose incomes are at or below 30% of the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous PHA fiscal year.
2. To accomplish the goals of:
 - (a) Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income; and
 - (b) Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income;

The PHA’s Tenant Selection and Assignment Plan, which is a part of “Policies Governing Resident Selection, Assignment and Occupancy for Rental Units Owned, Operated or Managed by the Housing Authority of the City of Nacogdoches”, provides for skipping families on the waiting list to accomplish these goals if allowed in writing by HUD under the Young Litigation procedures.

ATTACHMENT "B"

NACOGDOCHES HOUSING AUTHORITY
MANAGEMENT ORGANIZATION CHART



ATTACHMENT "C"

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 \$25,000

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

This program is designed primarily as a Family Drug Abuse Prevention Program. Each resident will have the opportunity to attend classroom instruction on the dangers of illegal drugs. This program will provide and support services that will expand the opportunity of residents to access other educational and employment opportunities. These may include employment training, literacy training, computer skills training, and remedial education. These programs were developed with significant input from youth attending the present drug elimination program and represent their best thoughts on how to improve this program in the next grant year.

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)
Sandy Oaks	38	95
Parkcrest	38	147

F. Duration of Program

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

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

G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$50,000	TX24DEP4860195			
FY 1996	\$50,000	TX72DEP4860196			
FY 1997	\$50,000	TX72DEP4860197			
FY 1998	\$50,000	TX21DEP4860198			
FY 1999	\$25,000	TX21DEP4860199			
FY 2000	\$25,000	TX21DEP4860100	\$25,000		10/16/2001

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

The overall goal is to assist residents in freeing their communities of, and preventing future drug abuse and crime, by providing in depth education on the dangers of drug abuse, providing wholesome alternative activities, improving grades through tutorials, and increasing family interaction and communication skills. Specific measurable objectives include; crime decreasing by 5% in 12 months, resident participation in activities reaching 25%, creating and distributing 2 resident assisted Newsletters, 100 volunteer hours by residents in assistance with the programs, 20 residents enrolling in the GED program, 3 residents completing GED program, 4 activities being conducted off the public housing grounds, and a 10% knowledge increase in drug abuse knowledge test.

The Nacogdoches Housing Authority will Sub Contract all Drug Prevention activities to Payette Associates whose role in this PHDEP grant is to manage the grant activities and evaluation processes.

Outcome measures will include:

- Uniform Crime Report data – Part I and Part II
- Resident Survey data using beginning and end of the year surveys.
- Number of residents participating in activities
- Number of newsletters distributed
- Number of resident volunteer hours
- Number of residents in GED program.
- Number of residents completing GED program.
- Number of events outside the community attempted.
- Percent of change in pre and post drug abuse knowledge test.

Each of these measures will be tracked by Payette Associates and submitted to the Nacogdoches Housing Authority and to HUD under the required reporting process.

The Nacogdoches Housing Authority retains all final authority and absolute budget control and provides all accounting and financial services.

B. PHDEP Budget Summary

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

FY_2000_ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$25,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	\$25,000

C. PHDEP Plan Goals and Activities

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

9160 - Drug Prevention					Total PHDEP Funding: \$25,000		
Goal(s) 1	Assist residents in freeing their communities of, and preventing future drug abuse and crime						
Objective 1	To provide factual information on the dangers of illegal drugs.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Utilize project drug prevention curricula from National Institute of Drug	80	First grade and up	11/1/01	10/30/02	\$1525		Pre and post test results
2. Distribute drug prevention pamphlets to every resident family	242	All family members	11/1/01	10/30/02	\$500		Document # of distributions
3. Utilize videotape educational films on the dangers of the drug and crime lifestyle	81	10 – Adults	11/1/01	10/30/02	\$1100		Evaluation survey results
Objective 2	To establish an intergenerational matrix of support for each housing community.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Develop list of community events	242	All family members	11/1/01	10/30/02	\$125		Contact list completed
2. Develop transportation system	242	All family members	11/1/01	10/30/02	\$2000		Transportation problems addressed
3 Develop community newsletters	242	All family members	11/1/01	10/30/02	\$1000		Number of Newsletters produced & distributed

Objective 3		To develop a common Drug and Violence prevention strategy that will have impact upon the Housing Authority Communities and surrounding neighborhoods.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1 Utilize Project Alert (a drug prevention program for teens)	40	12 – 19 year olds	11/1/01	10/30/02	\$1475		Pre and post test for Project Alert
2. Parent education-using curriculum from a variety of sources including Practical Parenting, Parent to Parent, The Parent Connection, and Drug Free Family PAK (One curricula cycle per center)	45	All parents	01/1/02	04/30/02	\$1475		Parent knowledge test results
3. Peer drug refusal training by using Reconnect Youth program	64	5 – 14 year olds	01/1/02	04/30/02	\$1475		Interview results
4. Community based Search Institute Character & Asset Building Program	88	5 – 19 year olds	11/1/01	10/30/02	\$1475		Interview results
5. Violence prevention by using the Black Male Fatherhood program model (One curricula cycle per center)	34	14 - 19 year olds	01/1/02	04/30/02	\$1475		Interview results
Objective 4		To increase parent and other family members involvement in Study Groups.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Develop Study Groups (one cycle per center)	45	All parents	2/1/02	5/30/02	\$600		Pretest results
2. Recruit Volunteers	85	All parents & school age children	12/1/01	06/30/02	\$125		Document # of volunteers
3 Hire resident assistants	6	High school student or adult	12/1/01	06/30/02	\$2400		Number assistants hired
Objective 5		To increase economic opportunities through education.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Advertise GED classes and computer skills training	25	19 – 35 year old high school drop outs	06/30/02	10/30/02	\$100		Document advertisements
2. Use Public Housing development computer lab to study GED and computer skills	25	19 – 35 year old high school drop outs	06/30/02	10/30/02	\$1025		Number of classroom hours attended by residents. Number residents completing GED
3. Provide all necessary school supplies needed to begin the school year and replacements as needed.	88	K – 12 th grade students	06/30/02	10/30/02	\$2000		Record school supply requests signed by the parents
Objective 6		To provide citizenship modeling.					
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Trips to the Library for use of materials and programs	45	8 - 13 year olds	11/1/01	10/30/02	\$725		Documented attendance numbers
2. City Recreation Center for Aikido and other classes	67	8 - 18 year olds	11/1/01	10/30/02	\$2400		Documented attendance numbers

Objective 7	Intergenerational art bonding to link the surrounding neighborhoods to the Public Housing communities.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Excursions to Art shows, theatrical performances, and other events provided by Stephen F. Austin State University and in the community	67	7 - 16 year olds	11/1/01	10/30/02	\$1200		Documented attendance numbers
Objective 8	To continue researching the effectiveness of the drug elimination strategies used in the housing projects.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Gather Crime data and review annually	242	All family members	4/1/02	10/30/02	\$200		Comparison for trends with previous years
2. Generate resident survey and distribute door to door	242	All family members	4/1/02	10/30/02	\$300		Comparison with previous years/trends analysis
3. Gather local police call report for the housing communities weekly	242	All family members	4/1/02	10/30/02	\$100		Trend analysis by graphing method
4. Collect resident participation data at each event	242	All family members	4/1/02	10/30/02	\$200		Compile graph of number of attendees per program

Section 3: Expenditure/Obligation Milestones

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

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

Section 4: Certifications

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

ATTACHMENT “D”

PROGRESS REPORT ON 5 YEAR PLAN

PHA Goal: Expand the supply of assisted housing

The PHA applied for 50 Fair Share Vouchers and was awarded 42 additional Housing Choice vouchers

The PHA is currently considering tax credit application for 2001

The PHA is currently working on a bond financed 221d3 project with a consultant. The biggest obstacle is the low Fair Market Rents will not allow for adequate cash flow to pay for new construction. Requests for higher FMRs have been made to HUD.

PHA Goal: Improve the quality of assisted housing

The PHA advisory score for FYE 3/31/2000 is 82.5. To increase score we are training our inspectors, maintenance, and manager on the “Uniform Physical Conditions Standards” inspections and cutting our lease-up time.

SEMAP scores have not yet been released

PHA Goal: Increase assisted housing choices

7% of new admissions in the current fiscal year where mobility counseled.

33 new landlords have been recruited in current fiscal year.

PHA has requested increase in FMRs for desegregative housing opportunity areas and HUD is considering request.

PHA is establishing banking and homeownership counseling partners.

PHA Goal: Provide an improved living environment

PHA has contracted for installation of sprinkler system at Sandy Oaks. New trees and bushes have been planted and additional landscaping will continue after sprinklers have been installed.

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

PHA is tracking the number of employed family members to document any increases but has insufficient data at this time.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

PHA is continuing to follow the guidelines of the Young litigation which promotes equal housing opportunities. PHA has currently provided 72 families with desegregative housing in fiscal year beginning 4/1/2000

ATTACHMENT “E”
DEFINITION OF “SUBSTANTIAL DEVIATION” AND “SIGNIFICANT
AMENDMENT OR MODIFICATION”

A substantial deviation from the five year plan means: any change in the mission statement or type of goals as marked in the five year plan or any reduction in the specific goals as stated in the plan.

A significant amendment or modification to the five-year or annual plan means:

Any policy changes in eligibility, selection and admission unless such changes are required by changes in Federal law, regulations or court order.

Any policy changes in rent determination unless such changes are required by changes in Federal law, regulations or court order.

Any changes to grievance procedures.

ATTACHMENT “F”
SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT

It is required that financing for purchase of a home under the Nacogdoches Housing Authority section 8 homeownership program will: be provided, insured or guaranteed by the state or Federal government; or comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

ATTACHMENT “G”
NACOGDOCHES HOUSING AUTHORITY RESIDENT ADVISORY
BOARD

Martha Creasy—Resident Commissioner/Advisory Board Sandy Oaks
804 Jordan # 1501
Nacogdoches Texas 75964

Thelma Freeman—Resident Advisory Board Parkcrest
818 Summit
Nacogdoches, Texas 75961

Kametra Henderson— Resident Advisory Board Parkcrest / Resident Representative/PineyWoods Home Team
823 Summit
Nacogdoches, Texas 75961

Molly Lampe—Resident Advisory Board Sandy Oaks
804 Jordan # 501
Nacogdoches, Texas 75964

Mary Jo Patton—Resident Advisory Board Sandy Oaks
804 Jordan # 502
Nacogdoches, Texas 75964

Terry Short—Section 8 Resident Advisory Board Member
806 Fairview Rd.
Nacogdoches, Texas 75961

Vanessa Thorn—Resident Advisory Board Sandy Oaks
804 Jordan # 1301
Nacogdoches, Texas 75964

ATTACHMENT “H”
NACOGDOCHES HOUSING AUTHORITY RESIDENT COMMISSIONER

Martha Creasy—Resident Commissioner appointed by City Commission 4/22/00 term expires 4/21/02
804 Jordan # 1501
Nacogdoches Texas 75964