

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

PHA Plans

5-Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2002 - 2003

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

**PHA Plan
Agency Identification**

PHA Name: The Housing Authority of the City of Montgomery, Alabama

PHA Number: AL006

PHA Fiscal Year Beginning: (mm/yyyy) 04/2002

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (Select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: To provide drug free, decent, safe and sanitary housing for eligible families and to provide opportunities and promote self-sufficiency and economic independence for residents.

In order to achieve this mission, the Montgomery housing authority will:

- Recognize residents as our ultimate customer,
- Improve the Montgomery Housing Authority (MHA) management and service delivery efforts through effective and efficient management of the MHA staff,
- Seek problem-solving partnerships with residents, community, and government leadership,
- Apply MHA resources, to the effective and efficient management and operation of public housing programs, taking into account changes in federal funding.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:

- Improve public housing management: (PHAS score) Increase PHAS Score to 90%
 - Improve voucher management: SEMAP score not yet available. The PHA's goal is to achieve high performer status. 90%
 - Increase customer satisfaction: These are based on funding available:
 - Increased Security through Bike Patrols.
 - Establishing Neighborhood Watches
 - Provide housing with modern conveniences.
 - Continue Housing counseling Program.
 - Continue in providing assistance in Welfare to Work programs.
 - Continue providing tenant recreation programs for mothers, children and elderly.
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Section 8 Inspectors to attend school to learn proper inspection techniques and improve education.
 - Goal to complete Section 8 Re-certifications within 10 days of due date.
 - Renovate or modernize public housing units:
 - Complete modernization of Gibbs Village (AL09P006012) by FY2002;
 - Victor Tulane (AL09P006009) to be completed by FY2006.
 - Demolish or dispose of obsolete public housing:
 - AL09P006005 and AL09P006008 to be disposed of by FY2003.
 - AL09P006001, AL09P006004, and AL09P006007 to be disposed of by FY 2003.
 - AL09P006021 to be demolished by FY2002.
 - Provide replacement public housing: Plan is to replace 500 public housing units, in suitable sites throughout the City of Montgomery, through mixed financing by FY2003.
 - Provide replacement vouchers: Apply for replacement vouchers for 750 demolished or disposed of housing units not to be replaced.
 - Other: (list below)
-
- PHA Goal: Increase assisted housing choices
 - Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords: Increase number of landlords, in suitable locations throughout the City of Montgomery, on the Section 8 Program by 50% by FY2002.
 - Increase voucher payment standards
 - Implement voucher homeownership program: Goal is to place 100 residents into Voucher Homeownership by FY2005.
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Measures have been implemented to deconcentrate poverty through a DECONCENTRATION RULE contained in the PHA's Admissions and Continued Occupancy Policy (ACOP), SECTION XXVI.
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: Measures have been implemented to promote income mixing in public housing through a DECONCENTRATION RULE contained in the PHA's Admissions and Continued Occupancy Policy (ACOP), SECTION XXVI.
 - Implement public housing security improvements:
 - Increase site lighting by 25%
 - Provide limited ingress and egress on all new developments.
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities): New development plan includes one 74-unit and one 36-unit complex for the elderly.
 - Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families: Increase the employment of the number of public housing residents on TANF by 10% per year.
 - Provide or attract supportive services to improve assistance recipients' employability: Increase, by 10%, the number of outside agencies that provide education, services, and training.
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities: Continue with current programs for elderly and disabled persons, and implement new programs with outside agencies for new developments.
 - Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability are contained in the Objectives and the Fair Housing Policy of the PHA's Admissions and Continued Occupancy Policy (ACOP).
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Affirmative measures to provide a suitable living environment for families living in assisted housing are specifically addressed in the PHA's Admissions and Continued Occupancy Policy (ACOP).
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Affirmative measures to provide accessible housing have been ongoing at the Montgomery Housing Authority since 1993. All modernization programs have addressed the issue of handicap accessibility. The MHA has over 40 fully handicap accessible units. Housing Developments have been modified to include handicap access ramps to all public facilities, handicap ramps at handicap units, and curb cuts for wheel chairs. The MHA has adopted the Disability Needs Addendum to the Dwelling Lease.
- ☒ Other: (list below)
 - Maintain a practice of accepting housing discrimination complaints and forward these complaints to the proper investigative units.
 - Brief Section 8 owners and MHA personnel on the housing discrimination laws at least once per year.

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2002 -2003
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Annual Plan, which is attached hereto was developed by the Montgomery Housing Authority, hereinafter referred to as the MHA in this summary and in the accompanying plan, in accordance with the Rules and Regulations promulgated by HUD.

The goals and objectives of the MHA are contained in the Five-Year Plan and the ACOP/Section 8 Administrative Plan. These were written to comply with the HUD guidelines, rules, regulations, and Federal Law. The basic goals and objectives are:

- 1. Increase the availability of decent, safe and affordable housing in Montgomery, Alabama.**
- 2. The MHA will ensure equal opportunity in housing for all Americans.**
- 3. The MHA will promote self-sufficiency and asset development of families and individuals.**
- 4. The MHA will take steps to help improve community quality of life and economic vitality.**

The MHA does not plan to have any deviations from the Five-Year Plan.

This Plan was written after consultation with necessary parties and entities as provided in the guidelines issued by HUD. All necessary accompanying documents are attached to the document, or are available upon request.

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:

- ATTACHMENT A: Admissions Policy for Deconcentration
- ATTACHMENT B: FY 2000 Capital Fund Program Annual Statement
- ATTACHMENT C: Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) (**NOT APPLICABLE**)
- ATTACHMENT D: Brief Statement of Progress in Meeting 5-Year Plan Mission and Goals
- ATTACHMENT E: Deconcentration and Income Mixing Questions
- ATTACHMENT F: Voluntary Conversion Required Initial Assessment
- ATTACHMENT G: Description of Implementation of Community Service Requirements (**NOT APPLICABLE**)
- ATTACHMENT H: Description of Pet Policy
- ATTACHMENT I: Announcement of Membership of the Resident Advisory Board
- ATTACHMENT J: Resident Advisory Board Recommendations
- ATTACHMENT K: Resident Membership of the PHA Governing Board
- ATTACHMENT L: Definition of Substantial Deviation and Significant Amendment

Optional Attachments:

- ATTACHMENT M: PHA Management Organizational Chart
- ATTACHMENT N: FY 2000 Capital Fund Program 5-Year Action Plan
- ATTACHMENT O: Public Housing Drug Elimination Program (PHDEP) Plan
- ATTACHMENT P: Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - ATTACHMENT Q: Section 8 PHA Project Based Vouchers Statement
 - ATTACHMENT R: Section 8 Homeownership Capacity Statement
 - ATTACHMENT S: Follow-up Plan
 - ATTACHMENT T: CERTIFICATIONS

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
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
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
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/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> Check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	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)
X	Community Service Requirement Plan	
X	Documentation of reason with regard to voluntary conversion	
X	Income Analysis of Public Housing Covered Developments (responding to Deconcentration questions)	
X	Statement of proposed public housing redevelopment activities to include maps displaying locations	
X	City of Montgomery Consolidated Plan	
X	City of Montgomery Transportation Plan	
X	City of Montgomery Analysis of Impediments to Fair Housing Choice	

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	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	7546	5	2	2	4	4	4
Income >30% but <=50% of AMI	2663	4	2	2	3	3	4
Income >50% but <80% of AMI	1833	3	2	2	2	3	4
Elderly	<u>1/</u>	3	2	2	3	2	4
Families with Disabilities	<u>2/</u>	N/A	N/A	N/A	N/A	N/A	N/A
Black	4400	4	3	2	3	3	4
Hispanic	80	4	3	2	3	3	4
Native American	25	4	3	2	3	3	4
Asian & Pacific Islander	52	4	3	2	3	3	4

1/ Information available from the Consolidated Plan PY 2000-2004 "...indicate that housing needs of low and moderate income elderly are generally of the same nature, and are proportional to the needs of other low income, and moderate income household types. It is generally accepted, however, that due to advancing age, the distress caused by housing problems to elderly households is probably more severe than for non-elderly households."

2/ Information available from the Consolidated Plan PY 2000-2004 "information concerning housing conditions of the disabled is anecdotal, and somewhat sketchy at best."

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000 - 2004
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

**Housing Needs of Families on the Waiting List
PUBLIC HOUSING**

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)
 If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	145		648
Extremely low income <=30% AMI	139	96	
Very low income (>30% but <=50% AMI)	4	3	
Low income (>50% but <80% AMI)	2	1	
Families with children	96	66	
Elderly families	3	2	
Families with Disabilities	43	30	
Black	139	96	
Hispanic	0	0	
Asian	0	0	
Native American	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	48	33	
2 BR	73	50	
3 BR	15	10	
4 BR	7	5	
5 BR	2	1	
5+ BR	0	0	

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

**Housing Needs of Families on the Waiting List
SECTION 8**

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)
 If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	485		90
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Families with children	417	86	
Elderly families	11	2	
Families with Disabilities	72	15	
Black	475	98	
White	10	2	
Asian	0	0	
Native American	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	52	11	
2 BR	261	54	
3 BR	152	31	
4 BR	19	4	
5 BR	1	0	
5+ BR	0	0	

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

If yes:

How long has it been closed (# of months)? Two

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)
Prepare brochures for potential owners, explaining the Section 8 Program

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	\$8,008,638.00	
b) Public Housing Capital Fund	\$5,339,402.00	
c) HOPE VI Revitalization	\$0.00	
d) HOPE VI Demolition	\$0.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$5,829,533.00	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any 2001 Technical Assistance funds)	\$ 742,480.00	
g) Resident Opportunity and Self-Sufficiency Grants	\$0.00	
h) Community Development Block Grant	\$0.00	
i) HOME	\$0.00	
Other Federal Grants (list below)		
	\$ 20,214.00	Replacement Housing
2. Prior Year Federal Grants (un-obligated funds only) (list below)		
Capital Funds (CFP)	\$ 19,807.00	Replacement Housing
Capital Funds (CFP)	\$ 255,778.41	PH Operations
Drug Elimination 2000	\$ 538,075.36	PH Supportive Services/Safety/Security
Drug Elimination 1999	\$ 12,069.87	PH Supportive Services/Safety/Security
3. Public Housing Dwelling Rental Income	\$1,469,340.00	PH Operations
4. Other income (list below)		
Capital Fund	\$ 400,000.00	PH Operations
Housing Counseling Program	\$ 33,479.00	
5. Non-federal sources (list below)		
Total resources	\$22,668,816.64	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.79 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) The MHA verifies eligibility at the time the application is submitted and completed. The process of verification is initiated immediately and, upon completion of

verification, the applicant is either placed on a waiting list or offered housing, provided proper sized housing is available

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) Credit Reports

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) PHA Occupancy/Tenant Selection Office

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

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

c. Preferences

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

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

Former Federal preferences:

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

- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments

- Adoption of rent incentives to encourage deconcentration of poverty and income mixing
- Other (list below)

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

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

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

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

B. Section 8

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

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

(1) Eligibility

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

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

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

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

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

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

- Criminal or drug-related activity
- Other (describe below)

(2) Waiting List Organization

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

- None
- Federal public housing

- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below) PHA Section 8 Office, 1070 Bell Street

(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: As may be required to promote Deconcentration and to help participants find suitable living arrangements

(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): Advertisement as needed

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: **Policies listed in the Dwelling Lease and MHA ACOP.**
(See Attachment F for Minimum Rent Hardship Exemption Policy.)

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments working toward flat rents by end of 2003

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below) Residents are required to report changes in family composition immediately. New family members are added to the dwelling lease and increases in income are used to re-calculate rent, if applicable.

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) Market Rent study conducted and adopted by the MHA as Flat Rents for a three-year period

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 sub-market
- 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 sub-market
- To increase housing options for families
- Other (list below)

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

- a. Contained in Dwelling Lease
- b. Contained in Admissions and Continued Occupancy Policy
- c. See Appendix F for Minimum Hardship Exemption Policy

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	2154	
Section 8 Vouchers	1078	
Section 8 Certificates	66	
Section 8 Mod Rehab	NONE	NONE
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	3024 as of 01/01/2001	
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)
 Admissions and Continued Occupancy Policy (A.C.O.P.)
 Maintenance Manual

(2) Section 8 Management: (list below)
Section 8 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): **MHA Attorney's Office**

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: Defined "PROMPTLY" to mean five business days.

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): **Section 8 Office**

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)

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: CEDAR PARK
1b. Development (project) number: AL 6-21
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: 04/05/01
5. Number of units affected: 230

6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 09/18/01 b. Projected end date of activity: 11/30/01

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: AL 6-14	
1b. Development (project) number: RICHARDSON TERRACE	
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 checked="" type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>(07/23/01)</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously approved Designation Plan?	
6. Number of units affected: 100	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: Riverside Heights 1b. Development (project) number: 6-1
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 checked="" 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) 10/04/2001
5. Number of units affected: 136 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Cleveland Court	1b. Development (project) number: 6-2
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 checked="" 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) <u>10/04/2001</u>	
5. Number of units affected: 150	6. Coverage of action: (select one)
<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: 6-3	1b. Development (project) number: Tulane Court - West
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 checked="" 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) <u>10/04/2001</u>	
5. Number of units affected: 216	6. Coverage of action: (select one)
<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: 6-4 Riverside Heights 1b. Development (project) number: 6-4	
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 checked="" 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) 10/04/2001	
5. Number of units affected: 423	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Paterson Court 1b. Development (project) number: 6-5	
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 checked="" 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) 10/04/2001	
5. Number of units affected: 44	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Trenholm Court 1b. Development (project) number: 6-6	
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 checked="" 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) <u>10/04/2001</u>	
5. Number of units affected: 354 6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Riverside Heights 1b. Development (project) number: 6-7	
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 checked="" 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) <u>10/04/2001</u>	
5. Number of units affected: 98 6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Paterson Court	1b. Development (project) number: 6-8
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 checked="" 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: <u>(DD/MM/YYYY) 10/04/2001</u>	
5. Number of units affected: 156	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Tulane Court - East	1b. Development (project) number: 6-9
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 checked="" 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: <u>(DD/MM/YYYY) 10/04/2001</u>	
5. Number of units affected: 248	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Gibbs Village 1b. Development (project) number: 6-12	
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 checked="" 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) <u>10/04/2001</u>	
5. Number of units affected: 496	
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Smiley Court 1b. Development (project) number: 6-13	
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 checked="" 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) <u>10/04/2001</u>	
5. Number of units affected: 369	
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Richardson Terrace 1b. Development (project) number: 6-14	
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 checked="" 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) <u>10/04/2001</u>	
5. Number of units affected: 100 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

More than 100 participants

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 11/01/2001

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

Other policies (list below)

b. Economic and Social self-sufficiency programs

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

Services and Programs

Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (Waiting list/random selection/specific criteria/other)	Access (Development office / PHA main office / other provider name)	Eligibility (Public housing or Section 8 participants or both)
Job Readiness - Structured program to offer information on resume' writing, proper clothing attire, grooming, behavior and relationship in the work place, punctuality, and the techniques of job search.	100	Specific criteria /waiting list.	Montgomery Housing Authority/Center for Family Guidance, DHR, Easter Seal Rehabilitation Center	BOTH
Child Care - Providing affordable child care services based on clients' ability to pay	225	Specific criteria /waiting list.	DHR/Family Guidance Center/Montgomery Community Action Agency	BOTH
Money Management/Budget Counseling - Assistance in management of financial resources and counseling as to better use of income with existing expenditures.	150	Specific criteria	Montgomery Housing Authority/FGC/Consumer Credit Counseling/Ryan Freeman Money Management Corporation	BOTH
GED Preparation - Assessment of clients, and the establishing of individualized assistance as it relates to the General Equivalency Diploma	100	Specific criteria	Montgomery Public Schools/Montgomery Housing Authority/Family Guidance Center/OIC	BOTH
Clothing Closets - providing referrals to residents in need of clothing for school or the work place	80	Specific criteria /waiting list.	Montgomery Housing Authority/First Congregational Church/Day St Baptist Ch./Freewill Baptist Church	BOTH
Transportation - assistance through referrals to clients when in school or work-related components. (Provides clients with bus vouchers for public transportation.)	75	Specific criteria /waiting list.	DHR/MHA/DART.	BOTH
Entrepreneurial - Assistance with formulating small business ventures to stimulate an atmosphere of managerial skills/ownership	8	Specific criteria	Montgomery Housing Authority/Alabama State University	BOTH
Financial Assistance - Rendering assistance to families in need (utility bills - gas, power, water, and telephone) Rent, Medicine and Visual Aids	250	Specific criteria	First United Methodist Church/ Catholic Soc Services/ St. Jude Soc Services/ Montgomery Community Action Agency/Family Guidance Center	BOTH
Higher Education (skills training) - Assessment is offered to ensure clients' abilities and strengths correlate with their field of endeavor/ interests. Provide information on institutions of higher education in the surrounding area and link clients with finance assistance providers	80	Specific criteria	Alabama State Un/ Trenholm Tech/ John Paterson Tech/ Montgomery Assessment Center/Career/FGC	BOTH
Home Ownership - Inform tenants of all aspects of home ownership. Credit counseling, types of loans and how to acquire, instructions to owners on general care and maintenance, closing of property, etc.	10	Specific criteria	Montgomery Housing Authority/South Trust/Regions/ Amsouth/Consumer Credit Counseling./Wells Fargo Home Mortgage/Compass Bank	BOTH

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (Start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	NONE	NONE
Section 8	50	44

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
 - Informing residents of new policy on admission and reexamination
 - Actively notifying residents of new policy at times in addition to admission and reexamination.
 - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - Establishing a protocol for exchange of information with all appropriate TANF agencies
 - Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79 (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)
Trenholm Court; Tulane Court and Smiley Court

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

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

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

2. Which developments are most affected? (List below)
Trenholm Court; Tulane Court; Smiley Court and Riverside Heights

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): KIDS AND COPS Day, Red Ribbon Day

2. Which developments are most affected? (list below) Riverside Heights, Cleveland Court, Trenholm Court, Tulane Court, Gibbs Village, Richardson Terrance, Smiley Court, Paterson Court

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? _____
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): The PHA is working toward replacing older apartments with new units that will be competitive with privately owned units. The PHA has been discussing possible disposition of a major project site. If the plan is feasible and approved by HUD, the PHA would like to rebuild some new units on other sites, as well as provide some new units for elderly and handicapped on part of the current Bell Street site.

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment (File name)
 - Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
 - Considered comments, but determined that no changes to the PHA Plan were necessary.
 - The PHA changed portions of the PHA Plan in response to comments
List changes below:
 - Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here): City of Montgomery, Alabama

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

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

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
The Montgomery Housing Authority provides housing for low-income citizens for Montgomery.
The Montgomery Housing Authority also serves as a resource for housing information.

D. Other Information Required by HUD

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

REQUIRED ATTACHMENTS

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

- ATTACHMENT A:* Admissions Policy for Deconcentration
- ATTACHMENT B:* FY 2002 Capital Fund Program Annual Statement
- ATTACHMENT C:* Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) **(NOT APPLICABLE)**
- ATTACHMENT D:* Brief Statement of Progress in Meeting 5-Year Plan Mission and Goals
- ATTACHMENT E:* Deconcentration and Income Mixing Questions
- ATTACHMENT F:* Voluntary Conversion Required Initial Assessment
- ATTACHMENT G:* Description of Implementation of Community Service Requirements **(NOT APPLICABLE)**
- ATTACHMENT H:* Description of Pet Policy
- ATTACHMENT I:* Announcement of Membership of the Resident Advisory Board
- ATTACHMENT J:* Resident Advisory Board Recommendations
- ATTACHMENT K:* Resident Membership of the PHA Governing Board
- ATTACHMENT L:* Definition of Substantial Deviation and Significant Amendment

OPTIONAL ATTACHMENTS

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

- ATTACHMENT M:* PHA Management Organizational Chart
- ATTACHMENT N:* FY 2002 Capital Fund Program 5-Year Action Plan
- ATTACHMENT O:* Public Housing Drug Elimination Program (PHDEP) Plan
- ATTACHMENT P:* Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ATTACHMENT Q:* Section 8 PHA Project Based Vouchers Statement
- ATTACHMENT R:* Section 8 Homeownership Capacity Statement
- ATTACHMENT S:* CERTIFICATIONS

ATTACHMENT A

ADMISSIONS POLICY FOR DECONCENTRATION

ADMISSIONS POLICY FOR DECONCENTRATION

1. **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 housing authority 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 housing authority will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. The housing authority will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the housing authority's computer system.

2. **Exemptions:** The following are exempt from this rule:
 - Public Housing development with fewer than 100 public housing units. A covered development is defined as any single development or contiguous developments that total over 100 units.
 - Public housing developments which house only elderly persons or persons with disabilities, or both.
 - Public housing developments which consist of only one general occupancy family public housing development.
 - Public housing developments approved for demolition or conversion to tenant-based assistance.
 - Mixed finance developments.

1. **Actions:** To accomplish the deconcentration goals, the housing authority will take the following actions:
 - A. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.

 - B. To accomplish the goals of:
 - (1) 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

 - (2) The HA shall determine the average income of all families residing in all the housing authority's covered developments. The HA shall determine the average income of all families residing in each covered development. In determining average income for each development, this HA has adjusted its income analysis for unit size in accordance with procedures prescribed by HUD. The HA shall determine whether each covered developments falls above, within, or below the Established Income Range. The Established Income Range is 85 percent to 115 percent (inclusive of 85 percent and 115 percent) of the HA-wide average income for covered developments.

Fair housing requirements. All admission and occupancy policies for public housing programs must comply with Fair Housing Act requirements and with regulations to affirmatively further fair housing. The HA may not impose any specific income or racial quotas for any development or developments.

ATTACHMENT B

FY 2002 CAPITAL FUND PROGRAM ANNUAL STATEMENT

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

PHA Name: The Housing Authority of the City of Montgomery, AL 1020 Bell Street Montgomery, AL 36104-3056	Grant Type and Number Capital Fund Program Grant No: AL 09P00650102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement **Reserve for Disasters/ Emergencies** **Revised Annual Statement (revision no:)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	500,000.00			
3	1408 Management Improvements – Soft Costs	596,000.00			
	Management Improvements – Hard Costs	0.00			
4	1410 Administration	523,288.00			
5	1411 Audit	8,000.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	231,000.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	341,798.00			
10	1460 Dwelling Structures	2,970,066.00			
11	1465.1 Dwelling Equipment—Nonexpendable	94,250.00			
12	1470 Nondwelling Structures	0.00			
13	1475 Nondwelling Equipment	20,000.00			
14	1485 Demolition	0.00			
15	1490 Replacement Reserve	0.00			
16	1492 Moving to Work Demonstration	0.00			
17	1495.1 Relocation Costs	55,000.00			
18	1499 Development Activities	0.00			
19	1501 Collateralization or Debt Service	0.00			
20	1502 Contingency	0.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	5,339,402.00			
22	Amount of line 21 Related to LBP Activities	0.00			
23	Amount of line 21 Related to Section 504 compliance	661,500.00			
24	Amount of line 21 Related to Security – Soft Costs	110,000.00			
25	Amount of Line 21 Related to Security – Hard Costs	0.00			
26	Amount of line 21 Related to Energy Conservation Measures	0.00			

Capital Fund Program Tables

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

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Montgomery, AL 1020 Bell Street Montgomery, AL 36104-3056		Grant Type and Number Capital Fund Program Grant No: AL 09P00650102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA – Wide	<u>Operations</u>	<u>1406</u>		<u>500,000.00</u>				
HA – Wide	<u>Management Improvements</u>	<u>1408</u>		<u>596,000.00</u>				
HA – Wide	Resident Initiatives and Youth Activities	1408		75,000.00				
	Arts & Crafts/Field Trips							
	Sports Activities							
	Elderly Activities							
	4-H Clubs							
HA – Wide	Investigative Unit	1408		60,000.00				
HA – Wide	Software for the Main Frame	1408		7,500.00				
HA – Wide	CFP Training	1408		3,000.00				
HA – Wide	Staff Training	1408		4,000.00				
HA – Wide	Drug Testing	1408		4,000.00				
HA – Wide	Resident Initiatives Salaries & Benefits	1408		350,000.00				
HA – Wide	Security System Monitoring	1408		25,000.00				
HA – Wide	Family Guidance Center	1408		15,000.00				
HA – Wide	Tutoring Program	1408		12,500.00				
HA – Wide	Boys & Girls Club	1408		15,000.00				
AL6-14	Security Guard AL 6-14	1408		25,000.00				

Capital Fund Program Tables

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Montgomery, AL 1020 Bell Street Montgomery, AL 36104-3056		Grant Type and Number Capital Fund Program Grant No: AL 09P00650102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA – Wide	<u>Administration</u>	<u>1410</u>		<u>523,000.00</u>				
HA – Wide	Nontechnical Salaries	1410		359,418.00				
HA – Wide	Employee Benefits	1410		70,120.00				
HA – Wide	Travel	1410		10,000.00				
HA – Wide	Telephone/Fax	1410		1,250.00				
HA – Wide	Printing	1410		7,000.00				
HA – Wide	Mod Inspector	1410		48,500.00				
HA – Wide	LBP Inspector	1410		27,000.00				
HA – Wide	<u>Audit</u>	<u>1411</u>		<u>8,000.00</u>				
	<u>Fees & Costs</u>	<u>1430</u>		<u>231,000.00</u>				
AL6-9	A & E Fees	1430		159,000.00				
HA – Wide	Modernization Coordinator	1430		72,000.00				
	<u>Nondwelling Equipment</u>	<u>1475</u>		<u>20,000.00</u>				
HA – Wide	Office Equipment & Supplies	1475		20,000.00				

Capital Fund Program Tables

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Montgomery, AL 1020 Bell Street Montgomery, AL 36104-3056		Grant Type and Number Capital Fund Program Grant No: AL 09P00650102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 6-9	<u>Site Improvements</u>	<u>1450</u>		<u>341,798.00</u>				
Tulane Court	Clothes Lines	1450		43,548.00				
	Mailboxes	1450		13,000.00				
	Landscaping	1450		165,000.00				
	Sidewalks	1450		48,750.00				
	Play Areas	1450		26,000.00				
	Underground Utilities	1450		45,500.00				
AL 6-9	<u>Dwelling Structures</u>	<u>1460</u>		<u>2,970,066.00</u>				
Tulane Court	Handicap Units	1460		661,500.00				
	Kitchens	1460		200,000.00				
	Plumbing/HVAC	1460		700,000.00				
	Electrical	1460		400,000.00				
	Floors	1460		200,000.00				
	Baths	1460		200,000.00				
	Millwork	1460		200,000.00				
	Painting	1460		200,000.00				
	Exterior	1460		208,566.00				
AL 6-9	<u>Dwelling Equipment</u>	<u>1465</u>		<u>94,250.00</u>				
Tulane Court	Refrigerators	1465		58,500.00				
	Ranges	1465		35,750.00				
AL 6-9	<u>Relocation Costs</u>	<u>1495</u>		<u>55,000.00</u>				
Tulane Court								
	<u>GRAND TOTAL AL09P00650102</u>			<u>5,339,402.00</u>				

Capital Fund Program Tables

Capital Fund Program Tables

ATTACHMENT C

MOST RECENT BOARD APPROVED OPERATING BUDGET

(NOT APPLICABLE)

MOST RECENT BOARD APPROVED OPERATING BUDGET

NOT APPLICABLE

ATTACHMENT D

**BRIEF STATEMENT OF PROGRESS IN MEETING
5-YEAR PLAN MISSION AND GOALS**

MONTGOMERY HOUSING AUTHORITY
PHA PLAN 2002-2003
BRIEF STATEMENT OF PROGRESS IN MEETING THE FIVE-YEAR PLAN MISSION AND GOALS
MISSION AND GOALS

A. Mission

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

MISSION STATEMENT: THE GOAL OF THE MONTGOMERY HOUSING AUTHORITY IS TO PROVIDE DRUG FREE, DECENT, SAFE AND SANITARY HOUSING FOR ELIGIBLE FAMILIES AND TO PROVIDE OPPORTUNITIES AND PROMOTE SELF-SUFFICIENCY AND ECONOMIC INDEPENDENCE FOR RESIDENTS.

IN ORDER TO ACHIEVE THIS MISSION, THE MONTGOMERY HOUSING AUTHORITY WILL:

- **RECOGNIZE RESIDENTS AS OUR ULTIMATE CUSTOMER;**
- **IMPROVE THE MONTGOMERY HOUSING AUTHORITY (MHA) MANAGEMENT AND SERVICE DELIVERY EFFORTS THROUGH EFFECTIVE AND EFFICIENT MANAGEMENT OF THE MHA STAFF;**
- **SEEK PROBLEM-SOLVING PARTNERSHIPS WITH RESIDENTS, COMMUNITY, AND GOVERNMENT LEADERSHIP;**
- **APPLY MHA RESOURCES, TO THE EFFECTIVE AND EFFICIENT MANAGEMENT AND OPERATION OF PUBLIC HOUSING PROGRAMS, TAKING INTO ACCOUNT CHANGES IN FEDERAL FUNDING.**

B. Goals

HUD Strategic Goals	MHA Objectives	Statement of Progress in Meeting Five Year Mission and Goals	Anticipated Date of Completion
HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.			
<u>Goal: Expand the supply of assisted housing</u>			
Apply for additional rental vouchers:	Increase number of vouchers by 50%, if available and approved.	-Applied for 100 Designated Disabled Vouchers -Applied for 75 Mainstream Vouchers Applications were not funded.	2000-2004
Reduce Public Housing Vacancies	Reduce vacancy rate to 5%; Reduce turnaround time to 25 days.	-Marketing Plan developed for marketing MHA vacancies. -Unit turnaround time has improved.	2000-2004
Leverage private or other public funds to create additional housing opportunities:	To Acquire or build units or developments.	MHA continues to explore opportunities to work with local developers to create additional housing opportunities.	2000-2004

<u>Goal: Improve the quality of assisted housing</u>			
Improve public housing management:	Increase PHAS score to 90%	MHA is continuously working to improve management and administrative functions.	2000-2004
Improve voucher management:	To achieve high performer status. Improve SEMAP Score to 90%	MHA is continuously working to improve management and administrative functions.	2000-2004
Increase customer satisfaction:	These are based upon available funding: -Increased Security through Bike Patrols. - Establishing Neighborhood Watches -Provide housing with modern conveniences. - Continue Housing counseling Program. - Continue in providing assistance in Welfare to Work programs.	-Increased Security through Bike Patrols: added bike patrols by MHA Investigative Unit. - Establishing Neighborhood Watches Riverside Heights -Provide housing with modern conveniences. Will complete air conditioning and adding washer and dryer connection to Gibbs Village 2003 - Continue Housing counseling Program. Assisted 185 families to home-ownership in 2001 - Continue in providing assistance in Welfare to Work programs 211.	2000-2004
Concentrate on efforts to improve specific management functions	-Section 8 Inspectors to attend school to learn proper inspection techniques and improve education. -Goal to complete Section 8 Re-certifications within 10 days of due date.	-MHA has two Section 8 inspectors, both have attended workshops and seminars to improve inspection techniques and improve education. -MHA is continuously working to improve resident services and management.	2000-2004
Renovate or modernize public housing units: On going modernization:	- Complete modernization of Gibbs Village (AL09P006012) by FY2002; - Victor Tulane (AL09P006009) to be completed by FY2006.	Gibbs Village modernization will be completed 2002. Modernization on Victor Tulane will begin 2002 (Revised 2002)	2002 2002-2006
Demolish or dispose of obsolete public housing:	-AL09P006005 and AL09P006008 to be disposed of by FY 2003 -AL09P006001, AL09P006004, and AL 09P006007 to be disposed of by FY 2003 - AL09P006021 to be demolished by FY 2002	Demolition of Cedar Park will be completed 2002. (Revised 2002)	2002 2000-2004
Provide replacement public housing:	Plan is to replace 500 public housing units, in suitable sites throughout the City of Montgomery, through mixed financing by FY2003.	Not Applicable (Revised 2002)	N/A
Provide replacement vouchers:	Apply for replacement vouchers for 750 demolished or disposed of housing units not to be replaced.	Not Applicable (Revised 2002)	N/A

<u>Goal: Increase assisted housing choices</u>			
Conduct outreach efforts to potential voucher landlords:	Increase number of landlords, in suitable locations throughout the City of Montgomery, on the Section 8 Program by 50% by FY2002.	MHA is working with developers and existing landlords to provide a variety of rental properties on the Section 8 over the city of Montgomery.	2000-2004
Implement voucher home ownership program:	Goal is to place 100 residents into Voucher Home-ownership by 2005	Developing a draft of MHA Section 8 Home Choice Voucher Home-Ownership Action Plan	2000-2004
HUD Strategic Goal: Improve community quality of life and economic vitality			
<u>Goal: Provide an improved living environment</u>			
Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:	ACOP Section XXVI	On going	2001
Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:	ACOP Section XXVI	On going	2001
Implement public housing security improvements:	- Increase site lighting by 25% - Provide limited ingress and egress on all new developments.	-Added Perimeter Lighting in Riverside Heights, Tulane Court, Trenholm Court and Gibbs Village. -Limit ingress and egress is still in process.	2001 2000-2004
Designate developments or buildings for particular resident groups (elderly, persons with disabilities):	New development plan includes one 74-unit and one 36-unit complex for the elderly	-Designated Richardson Terrace, 100 units Elderly and Disabled. -New development no longer plausible	2001 N/A
HUD Strategic Goal: Promote Self-Sufficiency and asset development of families and individuals			
<u>Goal: Promote Self-Sufficiency and asset development of assisted households</u>			
Increase the number and percentage of employed persons in assisted families:	Increase the employment of the number of public housing residents on TANF by 10% per year.	Continue to work in partnership with DHR in welfare-to-work efforts and continue to decrease TANF recipients by 10% each year. Served 158 residents for year 2001 and assisted 24 in locating jobs	2000-2004
Provide or attract supportive services to improve assistance recipients= employability:	Increase, by 10%, the number of outside agencies that provide education, services, and training	Continue to acquire MOU=s with qualifying agencies that provide quality services. Acquired five additional partnerships for	2000-2004

		year 2001.	
Provide or attract supportive services to increase independence for the elderly or families with disabilities:	Continue with current programs for elderly and disabled persons, and implement new programs with outside agencies for new developments.	Continue to locate and provide services to the elderly or disable families by presentations, soliciting contributors, special grant application, MOU=s and other resources. Twenty-seven programs and activities are established and one new partnership has been acquired for year 2001.	2000-2004
HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans			
<u>Goal: Ensure equal opportunity and affirmatively further fair housing</u>			
Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability are contained in the Objectives and the Fair Housing Policy of the PHA=s Admissions and Continued Occupancy Policy	(ACOP).	On going	2001
Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Affirmative measures to provide a suitable living environment for families living in assisted housing are specifically addressed in the	PHA=s Admissions and Continued Occupancy Policy (ACOP).	On going	2001
Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Affirmative measures to provide accessible housing have been ongoing at the Montgomery Housing Authority since 1993.	All modernization programs have addressed the issue of handicap accessibility. The MHA has over 40 fully handicap accessible units. Housing Developments have been modified to include handicap access ramps to all public facilities, handicap ramps at handicap units, and curb cuts for wheel chairs. The MHA has adopted the Disability Needs Addendum to the Dwelling Lease.	On going	2000-2004
Other:	- Maintain a practice of accepting housing discrimination complaints and forward these complaints to the proper investigative units.	On going	2001

	- Brief Section 8 owners and MHA personnel on the housing discrimination laws at least once per year.	Met with Section 8 owners and MHA personnel August 2001, for briefing on housing discrimination laws	2001
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ATTACHMENT E

DECONCENTRATION AND INCOME MIXING QUESTIONS

(6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
Cleveland Court 6-2	150	Below the 85% AVG (less than \$300.00)	Low Communities will be equalized according to ACOP
Riverside Heights 6-7	91	Below the 85% AVG (less than \$700.00)	Low Communities will be equalized according to ACOP
Victor Tulane 6-9	243	Below the 85% AVG (less than \$300.00)	Low Communities will be equalized according to ACOP

ATTACHMENT F

VOLUNTARY CONVERSION REQUIRED INITIAL ASSESSMENT

***Voluntary Conversion of Public Housing Development Analysis
Required Initial Assessment***

HOUSING AUTHORITY OF THE CITY OF MONTGOMERY, ALABAMA

Determination of requirement for initial assessment:

This assessment must be completed once for each the authority's developments, unless the development falls under one of the four following categories:

1. The development has already been determined to be subject to mandatory conversion under 24 CFR part 971;
2. The development is the subject of an application for demolition or disposition that has not been disapproved by HUD;
3. The development has been awarded a HOPE VI revitalization grant; or
4. The development is designated for occupancy by the elderly and/or persons with disabilities (i.e., is not a general occupancy development).

Please complete this table for all developments of your PHA to determine if an initial assessment is required.

**** If any question is answered yes, development is exempt from the voluntary conversion requirements.***

DEVELOPMENT NUMBER	DEVELOPMENT NAME	* IS THE DEV. SUBJECT TO MANDATORY CONVERSION?	* IS A DEMOLITION APPLICATION PENDING?	* IS THE DEV. DESIGNATED ELDERLY/ DISABLED?	* DEV. HAS HOPE VI APPROVED?	IS DEV. EXEMPT?
AL09P6-1	Riverside Heights	NO				
AL09P6-2	Cleveland Court	NO				
AL09P6-3	Victor Tulane Court	NO				
AL09P6-4	Riverside Heights	NO				
AL09P6-5	Paterson Court	NO				
AL09P6-6	George Washington Trenholm Court	NO				
AL09P6-7	Riverside Heights	NO				
AL09P6-8	Paterson Court	NO				
AL09P6-9	Victor Tulane Court	NO				
AL09P6-12	Gibbs Village East	NO				
AL09P6-12	Gibbs Village West	NO				
AL09P6-13	Smiley Court	NO				

Complete an individual development analysis for each development not exempt.

ATTACHMENT G

**DESCRIPTION OF IMPLEMENTATION OF
COMMUNITY SERVICE REQUIREMENTS**

The Housing Authority of the City of Montgomery, Alabama
**Community Service Requirement
Implementation Plan**

NOT APPLICABLE

ATTACHMENT H

DESCRIPTION OF PET POLICY

Pet Policy

Montgomery Housing Authority (HA)

Section I.

1. Pet ownership: A tenant may own one or more common household pets or have one or more common household pets present in the dwelling unit of such tenant, subject to the following conditions:
 - A. Each Head of Household may own up to two pets. If one of the pets is a dog or cat, (or other four legged animal), the second pet must be contained in a cage or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.
 - B. If the pet is a dog or cat, it must be neutered/spayed by the age of six (6) months, and cats must be declawed by the age of three (3) months. The evidence can be provided by a statement/bill from a veterinarian and/or staff of the humane society. The evidence must be provided prior to the execution of this agreement and/or within 10 days of the pet becoming of the age to be neutered/spayed or declawed. Tenant must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Tenant shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed 20 pounds in weight (fully grown). All other four-legged animals are limited to 10 pounds (fully grown).
 - C. If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.
 - D. If the pet is a fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and non-hazardous manner.
 - E. If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, as applicable. Evidence of inoculations can be provided by a statement/bill from veterinarian or staff of the humane society and must be provided before the execution of this agreement.
 - F. All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside it must be taken outside on a leash and kept off other Tenant's lawns. Also, all pets must wear collars with identification at all times. Pets without a collar will be picked-up immediately and transported to the Humane Society or other appropriate facility.
 - G. All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not considered to be under the control of an adult. Pets which are unleashed, or

leashed and unattended, on HA property may be impounded and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff has to take a pet to the Humane Society the Tenant will be charged \$50 to cover the expense of taking the pet(s) to the Humane Society.

- H. Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is reported to HA staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, HA staff may enter the unit and remove the pet and transfer the pet to the humane society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Tenant. In the case of an emergency, the HA will work with the resident to allow more than 24 hours for the resident to make accommodations for the pet.
- I. Pet(s), as applicable, must be weighed by a veterinarian, or staff of the humane society. A statement containing the weight of the pet must be provided to the HA prior to the execution of this agreement and upon request by the HA.

Note:

Any pet that is not fully grown will be weighed every six months. Also, any pet that exceeds the weight limit at any time during occupancy will not be an eligible pet and must be removed from HA property.

- 2. Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet, must be properly and promptly disposed of by the tenant to avoid any unpleasant and unsanitary odor from being in the unit.
- 3. Prohibited Animals: Animals or breeds of animals that are considered by the HA to be vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, rottweiler, doberman pinscher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by a HA representative prior to the execution of this lease addendum.
- 4. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other tenants. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. This includes any pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more and therefore disturbs any person at any time of the day or night. The Housing Manager will terminate this authorization if a pet disturbs other tenants under this section of the lease addendum. The Tenant will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.
- 5. If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem in the area of cleanliness and sanitation, the Housing Manager will notify the tenant, in writing, that the animal must be removed from the Public Housing Development, within 10 day of the date of the notice from the HA. The Tenant may request a hearing, which will be handled according to the HA=s established grievance procedure. The pet may remain with the tenant during the hearing process unless the HA has determined that the pet may be a danger

or threat to the safety and security of other persons. If this determination has been made by the HA, the pet must be immediately removed from the unit upon receipt of the notice from the HA.

6. The Tenant is solely responsible for cleaning up the waste of the pet within the dwelling and on the premises of the public housing development. If the pet is taken outside it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage receptacle for their unit. If the HA staff is required to clean any waste left by a pet, the Tenant will be charged \$25 for the removal of the waste.
7. The Tenant shall have pets restrained so that maintenance can be performed in the apartment. The Tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Tenant shall be charged a fee of \$25.00. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained may be impounded by animal control officers or by HA staff and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff takes a pet to the Humane Society the Tenant will be charged an additional \$50 to cover the expense of taking the pet(s) to the Humane Society. The housing authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.

Pets may not be bred or used for any commercial purposes.

Section II. SCHEDULE OF ANNUAL FEES AND INITIAL DEPOSIT

FEE AND DEPOSIT SCHEDULE

(An Annual Fee and Deposit is required for each pet)

Type of Pet	Fee	Deposit
Dog	\$150	\$250
Cat	\$100	\$150
Fish Aquarium	\$50	\$100
Fish Bowl (Requires no power and no larger than two gallons)	\$0	\$25
Caged Pets	\$100	\$150

Note: The above schedule is applicable for each pet; therefore, if a tenant has more than one pet he or she must pay the applicable annual fee and deposit for each pet.

The entire annual fee and deposit (subject to the exception listed below) must be paid prior to the execution of the lease addendum. No pet shall be allowed in the unit prior to the completion of the terms of this pet policy. The annual fee shall be paid at the time of reexamination each year and all proof of inoculations and other requirements shall be made available to the HA at such time. The Annual Fee is not reimbursable. The deposit made shall be utilized to offset damages caused by the pet and/or tenant. Any balance, if any, from the deposit will be refunded to the tenant. THERE SHALL BE NO REFUND OF THE ANNUAL FEE.

It shall be a serious violation of the lease for any tenant to have a pet without proper approval and without having complied with the terms of this policy. Such violation shall be considered to be a violation of Paragraph IV (L) of the lease (a serious violation) and the HA will issue a termination notice. The tenant will be entitled to a grievance hearing in accordance with the provisions of Paragraph 5 of this Pet Policy or the Grievance Procedure, as applicable.

RESIDENT ACKNOWLEDGMENT

After reading and/or having read to me this lease addendum I, _____ agree to the following: (Print Name)

I agree to abide by the requirements outlined in this lease addendum for pet ownership and to keep the pet(s) in accordance with this lease addendum.

I agree and understand that I am liable for any damage or injury whatsoever caused by pet(s) and shall pay the landlord or applicable party for any damages or injury caused by the pet(s). I also realize that I should obtain liability insurance for pet ownership and that paying for the insurance is my responsibility.

I agree to accept full responsibility and will indemnify and hold harmless the landlord for any claims by or injuries to third parties or their property caused by my pet(s).

I agree to pay a non-refundable annual fee of \$ _____ to cover some of the additional operating cost incurred by the HA. I also understand that this fee is due and payable prior to the execution of this lease addendum and each twelve months thereafter.

I agree to pay a refundable pet deposit of \$ _____ to the HA. The Annual Fee and Initial Deposit must be paid prior to the execution of this lease addendum. The pet deposit may be used by the Landlord at the termination of the lease toward payment of any rent or toward payment of any other costs made necessary because of Tenant=s occupancy of the premises. Otherwise, the pet deposit, or any balance remaining after final inspection, will be returned to the Tenant after the premises are vacated and all keys have been returned. I AGREE AND UNDERSTAND THAT ALL INFORMATION CONCERNING MY PET(S) MUST BE UPDATED ANNUALLY AND PROVIDED TO THE HA AT THE ANNUAL REEXAMINATION. ANNUAL FEES SHALL BE PAYABLE IN FULL TWELVE MONTHS FROM THE APPROVAL DATE.

I AGREE AND UNDERSTAND THAT VIOLATING THIS LEASE ADDENDUM MAY RESULT IN THE REMOVAL OF THE PET(S) FROM THE PROPERTY OF THE HA AND/OR EVICTION. I, ALSO UNDERSTAND THAT I MY NOT BE ALLOWED TO OWN ANY TYPE OF PET IN THE FUTURE WHILE BEING AN OCCUPANT OF THE HA.

I ALSO UNDERSTAND THAT I MUST OBTAIN PRIOR APPROVAL FROM THE HA BEFORE MAKING A CHANGE OF A PET FOR WHICH THIS POLICY WAS APPROVED OR ADDING A SECOND PET. ALSO, A PICTURE MAY BE TAKEN BY THE HA STAFF OF THE PET (S) FOR DOCUMENTATION.

Head of Household Signature

Date

Housing Authority Representative Signature

Date

Pet Policy Addendum

Montgomery Housing Authority (HA)

This Addendum is being Executed in Accordance with Section XVI of the Dwelling Lease

Section I.

1. Pet ownership: A tenant may own one or more common household pets or have one or more common household pets present in the dwelling unit of such tenant, subject to the following conditions:
 - A. Each Head of Household may own up to two pets. If one of the pets is a dog or cat, (or other four legged animal), the second pet must be contained in a cage or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.
 - B. If the pet is a dog or cat, it must be neutered/spayed by the age of six (6) months, and cats must be declawed by the age of three (3) months. The evidence can be provided by a statement/bill from a veterinarian and/or staff of the humane society. The evidence must be provided prior to the execution of this agreement and/or within 10 days of the pet becoming of the age to be neutered/spayed or declawed. Tenant must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Tenant shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed 20 pounds in weight (fully grown). All other four-legged animals are limited to 10 pounds (fully grown).
 - C. If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.
 - D. If the pet is a fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and non-hazardous manner.

- E. If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, as applicable. Evidence of inoculations can be provided by a statement/bill from veterinarian or staff of the humane society and must be provided before the execution of this agreement.
- F. All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside it must be taken outside on a leash and kept off other Tenant's lawns. Also, all pets must wear collars with identification at all times. Pets without a collar will be picked-up immediately and transported to the Humane Society or other appropriate facility.
- G. All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not considered to be under the control of an adult. Pets which are unleashed, or leashed and unattended, on HA property may be impounded and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff has to take a pet to the Humane Society the Tenant will be charged \$50 to cover the expense of taking the pet(s) to the Humane Society.
- H. Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is reported to HA staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, HA staff may enter the unit and remove the pet and transfer the pet to the humane society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Tenant. In the case of an emergency, the HA will work with the resident to allow more than 24 hours for the resident to make accommodations for the pet.
- I. Pet(s), as applicable, must be weighed by a veterinarian or staff of the humane society. A statement containing the weight of the pet must be provided to the HA prior to the execution of this agreement and upon request by the HA.

- 2. Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of by the tenant to avoid any unpleasant and unsanitary odor from being in the unit.
- 3. Prohibited Animals: Animals or breeds of animals that are considered by the HA to be vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, rottweiler, doberman pinscher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by a HA representative prior to the execution of this lease addendum.

Note:

Any pet that is not fully grown will be weighed every six months. Also, any pet that exceeds the weight limit at any time during occupancy will not be an eligible pet and must be removed from HA property.

4. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other tenants. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. This includes any pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more and therefore disturbs any person at any time of the day or night. The Housing Manager will terminate this authorization if a pet disturbs other tenants under this section of the lease addendum. The Tenant will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.
5. If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem in the area of cleanliness and sanitation, the Housing Manager will notify the tenant, in writing, that the animal must be removed from the Public Housing Development, within 10 day of the date of the notice from the HA. The Tenant may request a hearing, which will be handled according to the HA's established grievance procedure. The pet may remain with the tenant during the hearing process unless the HA has determined that the pet may be a danger or threat to the safety and security of other persons. If this determination has been made by the HA, the pet must be immediately removed from the unit upon receipt of the notice from the HA.
6. The Tenant is solely responsible for cleaning up the waste of the pet within the dwelling and on the premises of the public housing development. If the pet is taken outside it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage receptacle for their unit. If the HA staff is required to clean any waste left by a pet, the Tenant will be charged \$25 for the removal of the waste.
7. The Tenant shall have pets restrained so that maintenance can be performed in the apartment. The Tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Tenant shall be charged a fee of \$25.00. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained may be impounded by animal control officers or by HA staff and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff takes a pet to the Humane Society the Tenant will be charged an additional \$50 to cover the expense of taking the pet(s) to the Humane Society. The housing authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.
8. Pets may not be bred or used for any commercial purposes.

Section II. SCHEDULE OF ANNUAL FEES AND INITIAL DEPOSIT

FEE AND DEPOSIT SCHEDULE

(An Annual Fee and Deposit is required for each pet)

Type of Pet	Fee	Deposit
Dog	\$150	\$250
Cat	\$100	\$150
Fish Aquarium	\$50	\$100
Fish Bowl (Requires no power and no larger than two gallons)	\$0	\$25
Caged Pets	\$100	\$150

Note: The above schedule is applicable for each pet; therefore, if a tenant has more than one pet he or she must pay the applicable annual fee and deposit for each pet.

The entire annual fee and deposit (subject to the exception listed below) must be paid prior to the execution of the lease addendum. No pet shall be allowed in the unit prior to the completion of the terms of this pet policy.

The annual fee shall be paid at the time of reexamination each year and all proof of inoculations and other requirements shall be made available to the HA at such time. The Annual Fee is not reimbursable. The deposit made shall be utilized to offset damages caused by the pet and/or tenant. Any balance, if any, from the deposit will be refunded to the tenant. THERE SHALL BE NO REFUND OF THE ANNUAL FEE.

It shall be a serious violation of the lease for any tenant to have a pet without proper approval and without having complied with the terms of this policy. Such violation shall be considered to be a violation of Paragraph IV (L) of the lease (a serious violation) and the HA will issue a termination notice. The tenant will be entitled to a grievance hearing in accordance with the provisions of Paragraph 5 of this Pet Policy or the Grievance Procedure, as applicable.

RESIDENT ACKNOWLEDGMENT

After reading and/or having read to me this lease addendum I, _____ agree to the following: (Print Name)

I agree to abide by the requirements outlined in this lease addendum for pet ownership and to keep the pet(s) in accordance with this lease addendum.

I agree and understand that I am liable for any damage or injury whatsoever caused by pet(s) and shall pay the landlord or applicable party for any damages or injury caused by the pet(s). I also realize that I should obtain liability insurance for pet ownership and that paying for the insurance is my responsibility.

I agree to accept full responsibility and will indemnify and hold harmless the landlord for any claims by or injuries to third parties or their property caused by my pet(s).

I agree to pay a non-refundable annual fee of \$_____ to cover some of the additional operating cost incurred by the HA. I also understand that this fee is due and payable prior to the execution of this lease addendum and each twelve months thereafter.

I agree to pay a refundable pet deposit of \$_____ to the HA. The Annual Fee and Initial Deposit must be paid prior to the execution of this lease addendum. The pet deposit may be used by the Landlord at the termination of the lease toward payment of any rent or toward payment of any other costs made necessary because of Tenant's occupancy of the premises. Otherwise, the pet deposit, or any balance remaining after final inspection, will be returned to the Tenant after the premises are vacated and all keys have been returned.

I AGREE AND UNDERSTAND THAT ALL INFORMATION CONCERNING MY PET(S) MUST BE UPDATED ANNUALLY AND PROVIDED TO THE HA AT THE ANNUAL REEXAMINATION. ANNUAL FEES SHALL BE PAYABLE IN FULL TWELVE MONTHS FROM THE APPROVAL DATE.

I AGREE AND UNDERSTAND THAT VIOLATING THIS LEASE ADDENDUM MAY RESULT IN THE REMOVAL OF THE PET(S) FROM THE PROPERTY OF THE HA AND/OR EVICTION. I, ALSO UNDERSTAND THAT I MY NOT BE ALLOWED TO OWN ANY TYPE OF PET IN THE FUTURE WHILE BEING AN OCCUPANT OF THE HA.

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Head of Household Signature

Date

Housing Authority Representative Signature

Date

ATTACHMENT I

ANNOUNCEMENT OF MEMBERSHIP OF THE RESIDENT ADVISORY BOARD

Resident Advisory Board

As of 10/1/01

Bettie J. Barnett - President
15 Eugene Street
Montgomery, Alabama 36104

Gloria Thomas - Member
442 Yougene Street
Montgomery, Alabama 36104

Eleanor Webster - Member
1301 Adams Avenue, Apt. # 402
Montgomery, Alabama 36104

Jacqueline Hall - Member
849 N. Union Circle
Montgomery, Alabama 36104

Mozella Pennic - Member
17 Winnie Street
Montgomery, Alabama 36104

Martha Johnson - Member
879 Westview Drive
Montgomery, Alabama 36108

Gloria Peoples - Member
3809-A Smiley Circle
Montgomery, Alabama 36108

Cynthia Wilson - Member
634 Cleveland Court
Montgomery, Alabama 36104

Janie Tolbert - Member
941-D Goodwin Drive
Montgomery, Alabama 36108

ATTACHMENT J

RESIDENT ADVISORY BOARD RECOMMENDATIONS

RESIDENT ADVISORY BOARD RECOMMENDATIONS

Thursday, November 8, 2001:

It was requested by the RAB for the MHA to apply for a ROSS Grant for 2002 to be used for self-sufficiency programs.

As of Monday, November 19,2001 there are no further recommendations.

As of Tuesday, December 18, 2001: no additional recommendations.

ATTACHMENT K

RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

MHA Board of Commissioners Profile:

Bettie Barnett – Resident Commissioner

Please help MHA welcome the newest member of your Board of Commissioners, Ms. Bettie Barnett.

Ms. Barnett was appointed on June 25, 2001, and has already attended several educational workshops to help her learn the responsibilities of a commissioner.

A Montgomery native, Ms. Barnett is a current resident of public housing. She has lived in the Riverside Heights community for a total of 29 years, and has served as the Riverside Heights Resident Council President. She also provides many volunteer services to her neighbors, such as taking groups of senior citizens shopping and to picnics at places like Oak Park. She hosts events throughout the year for the children in her community, and has always been a voice for the residents' concerns at Resident Council Advisory Board meetings.

“As a commissioner, I want to help build a better relationship between residents, staff and the board,” said Ms. Barnett. “We all just need to work together.”

“I hope to see everyone in need of a house receive housing, and make sure children receive better education. I also hope to get residents more involved in programs by community workers.”

Published in Issue 30, MHA News

ATTACHMENT L

**DEVIATION AND SIGNIFICANT AMENDMENT
OF MODIFICATION MISSION AND GOALS**

**MONTGOMERY HOUSING AUTHORITY
PHA PLAN 2002-2003
DEFINITION OF SUBSTANTIAL
DEVIATION AND SIGNIFICANT AMENDMENT OF MODIFICATION
MISSION AND GOALS**

A. Mission

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

MISSION STATEMENT: THE GOAL OF THE MONTGOMERY HOUSING AUTHORITY IS TO PROVIDE DRUG FREE, DECENT, SAFE AND SANITARY HOUSING FOR ELIGIBLE FAMILIES AND TO PROVIDE OPPORTUNITIES AND PROMOTE SELF-SUFFICIENCY AND ECONOMIC INDEPENDENCE FOR RESIDENTS.

IN ORDER TO ACHIEVE THIS MISSION, THE MONTGOMERY HOUSING AUTHORITY WILL:

- **RECOGNIZE RESIDENTS AS OUR ULTIMATE CUSTOMER;**
- **IMPROVE THE MONTGOMERY HOUSING AUTHORITY (MHA) MANAGEMENT AND SERVICE DELIVERY EFFORTS THROUGH EFFECTIVE AND EFFICIENT MANAGEMENT OF THE MHA STAFF;**
- **SEEK PROBLEM-SOLVING PARTNERSHIPS WITH RESIDENTS, COMMUNITY, AND GOVERNMENT LEADERSHIP;**
- **APPLY MHA RESOURCES, TO THE EFFECTIVE AND EFFICIENT MANAGEMENT AND OPERATION OF PUBLIC HOUSING PROGRAMS, TAKING INTO ACCOUNT CHANGES IN FEDERAL FUNDING.**

B. Goals

HUD Strategic Goals	MHA Original Objective	MHA Revised Objective	Anticipated Date of Completion
HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.			
<u>Goal: Expand the supply of assisted housing</u>			
Apply for additional rental vouchers:	Increase number of vouchers by 50%, if available and approved.	Increase number of new vouchers by 5% per year.	2000-2004
Reduce Public Housing Vacancies	Reduce vacancy rate to 5%; Reduce turnaround time to 25 days.		2000-2004
Leverage private or other public funds to create additional housing opportunities:	To Acquire or build units or developments		2000-2004
<u>Goal: Improve the quality of assisted housing</u>			
Improve public housing management:	Increase PHAS score to 90%		2000-2004

Improve voucher management:	To achieve high performer status. Improve SEMAP Score to 90%		2000-2004
Increase customer satisfaction:	These are based upon available funding: Increased Security through Bike Patrols. - Establishing Neighborhood Watches -Provide housing with modern conveniences. - Continue Housing counseling Program. - Continue in providing assistance in Welfare to Work programs. -Education awareness program for Lead Base Paint.		2000-2004
Concentrate on efforts to improve specific management functions	-Section 8 Inspectors to attend school to learn proper inspection techniques and improve education. -Goal to complete Section 8 Re-certifications within 10 days of due date.		2000-2004
Renovate or modernize public housing units: On going modernization:	- Complete modernization of Gibbs Village (AL09P006012) by FY2002; - Victor Tulane (AL09P006009) to be completed by FY2006.	- Complete modernization of Gibbs Village (AL09P006012) by FY2002; - Victor Tulane (AL09P006009) to be completed by FY2006. -Develop plans for MHA Board consideration to develop Cleveland Court AL09P006002 /Rosa Parks and E.D. Nixon apartments into museums, on the Alabama Civil Rights Trail.	2002 2002-2006 2000-2004
Demolish or dispose of obsolete public housing:	-AL09P006005 and AL09P006008 to be disposed of by FY 2003 -AL09P006001, AL09P006004, and AL 09P006007 to be disposed of by FY 2003 - AL09P006021 to be demolished by FY 2002	-Demolish: Cedar Park Community AL 09P006021 -Develop plans for MHA Board consideration to demolish or dispose of: Trenholm Court AL09P006006 Patterson Court AL09P006005 and Riverside Heights AI09P006004 by 2003 -Consider Tulane Court AL09P006003 & AL09P006009 demolition of selected units to reduce density	2002 2000-2004
Provide replacement public housing:	Plan is to replace 500 public housing units, in suitable sites throughout the City of Montgomery, through mixed financing by FY2003.	Omitted	

Provide replacement vouchers:	Apply for replacement vouchers for 750 demolished or disposed of housing units not to be replaced.	Omitted	
<u>Goal: Increase assisted housing choices</u>			
Conduct outreach efforts to potential voucher landlords:	Increase number of landlords, in suitable locations throughout the City of Montgomery, on the Section 8 Program by 50% by FY2002.		2000-2004
Implement voucher home ownership program:	Goal is to place 100 residents into Voucher Home-ownership by 2005	-Implement Housing Choice Voucher Section 8 Home-ownership Program. -Place 5 residents per year in Home- ownership.	2000-2004
HUD Strategic Goal: Improve community quality of life and economic vitality			
<u>Goal: Provide an improved living environment</u>			
Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:	ACOP Section XXVI		2001
Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:	ACOP Section XXVI		2001
Implement public housing security improvements:	- Increase site lighting by 25% - Provide limited ingress and egress on all new developments.		2001 2000-2004
Designate developments or buildings for particular resident groups (elderly, persons with disabilities):	New development plan includes one 74-unit and one 36-unit complex for the elderly	-Designate Richardson Terrace (100 units high rise) Elderly and Disabled	2001
HUD Strategic Goal: Promote Self-Sufficiency and asset development of families and individuals			
<u>Goal: Promote Self-Sufficiency and asset development of assisted households</u>			
Increase the number and percentage of employed persons in assisted families:	Increase the employment of the number of public housing residents on TANF by 10% per year.		2000-2004
Provide or attract supportive services to improve assistance recipients= employability:	Increase, by 10%, the number of outside agencies that provide education, services, and training		2000-2004
Provide or attract supportive services to increase independence for the	Continue with current programs for elderly and	Continue with current programs	

elderly or families with disabilities:	disabled persons, and implement new programs with outside agencies for new developments.	and Seek new Community Partners to increase supportive services, to promote independent living for the elderly and/or families with disabilities.	2000-2004
HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans			
<u>Goal: Ensure equal opportunity and affirmatively further fair housing</u>			
Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability are contained in the Objectives and the Fair Housing Policy of the PHA=s Admissions and Continued Occupancy Policy	(ACOP).		2001
Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Affirmative measures to provide a suitable living environment for families living in assisted housing are specifically addressed in the	PHA=s Admissions and Continued Occupancy Policy (ACOP).		2001
Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Affirmative measures to provide accessible housing have been ongoing at the Montgomery Housing Authority since 1993.	All modernization programs have addressed the issue of handicap accessibility. The MHA has over 40 fully handicap accessible units. Housing Developments have been modified to include handicap access ramps to all public facilities, handicap ramps at handicap units, and curb cuts for wheel chairs. The MHA has adopted the Disability Needs Addendum to the Dwelling Lease.		2000-2004
Other:	- Maintain a practice of accepting housing discrimination complaints and forward these complaints to the proper investigative units.		2001
	- Brief Section 8 owners and MHA personnel on the housing discrimination laws at least once per year.		2001

ATTACHMENT M

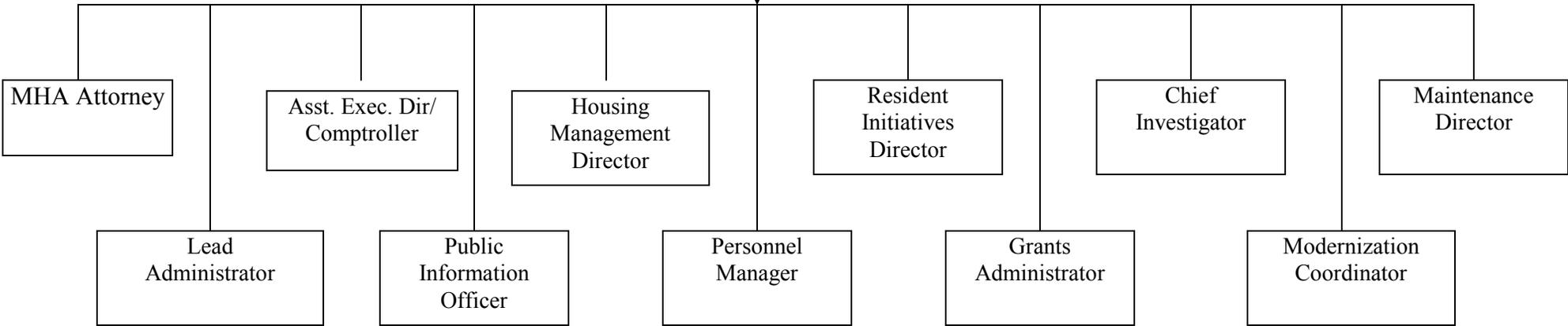
PHA MANAGEMENT ORGANIZATIONAL CHART

MHA ORGANIZTIONAL CHART
EXECUTIVE ADMINISTRATION

Board of Commissioners



Executive Director



ATTACHMENT N

FY 2002 CAPITAL FUND PROGRAM 5-YEAR ACTION PLAN

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: Housing Authority of the City of Montgomery, AL		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005
	Annual Statement				
AL 6-9 Tulane Court Modernization		3,311,864.00	2,000,000.00		
AL 6-3 Tulane Court Modernization			1,311,864.00	3,311,864.00	3,311,864.00
CFP Funds Listed for 5-year planning		3,311,864.00	3,311,864.00	3,311,864.00	3,311,864.00
Replacement Housing Factor Funds		20,214.00			

ATTACHMENT O

PUBLIC HOUSING DRUG ELIMINATION PROGRAM (PHDEP) PLAN

**PUBLIC HOUSING DRUG ELIMINATION PROGRAM
(PHDEP) PLAN**

NOT REQUIRED BY HUD effective 12/04/2001

Circular Letter No. BIR PHD FY 2002-02

ATTACHMENT P

COMMENTS OF RESIDENT ADVISORY BOARD OR BOARDS

COMMENTS OF RESIDENT ADVISORY BOARD OR BOARDS

Thursday, November 8, 2001

Mrs. Webster asked if MHA could clean the side of the building at Richardson Terrace. There is something on the side of the building that looks like a growth.

Mr. Haralson stated MHA had pressure washed the side of the building a year ago, and could do it again. It is the north side of the building and moss grows there due to the dampness.

Mr. Bodie asked if MHA could not have more programs at Richardson Terrace?

Mrs. Sledge stated we would get with the community worker and see what schedule she had and work to develop new programs. The resident council can form a committee to offer suggestions as to programs they want.

Ms. Hall asked why MHA was not working harder to clean up Trenholm Court?

Chief Aikens stated the Investigators are short staffed and the residents should call the police first.

Ms. Hall stated the police don't come when we call.

Chief Aikens stated we would arrange a meeting with the MPD and the resident council at Trenholm Court to discuss the problem.

Ms. Barnett stated we still have a pest problem and we need to check our chemicals that we use to spray.

Mr. Haralson stated we have changed chemicals and the new one is suppose to be better. But residents have to keep the apartments clean and not leave food out. It is some of their responsibility to maintain cleanliness to prevent attracting bug.

Ms. Wilson asked if MHA would do more to clean up Cleveland Court. The neighborhood is so trashy. People just don't care.

Ms. Sledge stated it is the residents' responsibility not to litter. She suggested the resident council plan a clean up day and she would coordinate it with the other departments.

Mr. Haralson agreed and stated they would do a special large item pick up.

Mr. Bodie asked if we could apply for the ROSS grant.

Ms. Wigginton stated we were working on coordinating the programs with resident councils and community partners. He was welcome to attend the meetings.

Ms. Barnett asked about the lighting being replaced. She had heard some communities were getting new lighting.

Mr. Haralson stated, that with the assistance of Alabama Power, MHA is changing the lighting in MHA communities to a better stronger bulb. It will be hard to break and will light a larger area. We plan to have all communities changed out by August 2002.

Ms. Johnston stated she was happy in Gibbs Village, but missed Cedar Park.

Ms. Thomas stated that Tulane Court has changed over the past few years. It used to be a nice place to live but now it seemed the people don't care.

Ms. Sledge agreed, and stated if the resident don't care then the neighborhood will go down. She advised her to talk to the manager.

Ms. Tolbert stated it was a shame that we had spent so much money on Gibbs Village and some of the resident (not all) don't do right.

Ms. Sledge stated, work with your managers and resident councils. We are here to help you, but you have to help yourself.

Tuesday, December 18, 2001

No Comments at this meeting

ATTACHMENT Q

SECTION 8 PHA PROJECT BASED VOUCHERS STATMENT

SECTION 8 PHA PROJECT BASED VOUCHERS STATEMENT

At this time the MHA is developing a plan present to HUD to initiate Section 8 PROJECT BASED VOUCHER program. Estimated time to begin program will be no later than June 2002.

ATTACHMENT R

SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT

SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT

The Montgomery Housing Authority is currently assessing the Section 8 Home Ownership Program. After a completed study and evaluation of the program and capabilities of Montgomery Housing Authority and its resources, it is anticipated that the Section 8 Home Ownership Program may be implemented not late than the end of the 3rd quarter of 2002.

ATTACHMENT S

FOLLOW-UP PLAN

**MONTGOMERY HOUSING AUTHORITY
FOLLOW UP PLAN 2001
RESIDENT SATISFACTION SURVEY
December 7, 2001**

HUD/Residents Targeted Problem Areas	Action To Be Taken	Target Date To Begin	Funding Source
1. Communication			
Management provides you information about maintenance and repair.	Once maintenance work order has been turned in, the resident can call and verify a repair date.	12/7/2001	N/A
Management provides you information about rules and lease.	A. New Move-in's and at annual certification, special emphasis on communication, to include: lease violations, maintenance and repairs, crime and safety, and the importance of resident participation in community. B. MHA News, a quarterly resident newsletter, includes community news, community events, information helpful to resident families, and a three-month calendar in each issue, which contained the dates of resident council meetings, board meetings, and other pertinent events. The newsletter also includes contact names and phone numbers in each issue so that residents could obtain further information pertaining to their communities.	12/7/2001 10/94	N/A CF
Management provides you information about meetings and events.	A. Posting of all information in community manager's offices and community centers, where residents can be exposed to the latest information and changes, to include HUD changes. B. Managers and community workers' offices will distribute newsletters and fliers to residents.	12/7/2001 12/7/2001	N/A N/A
Management is responsive to your questions and concerns.	A. Continue quarterly meetings of the Resident Advisory Board. Emphasis on importance for resident participation and RAB to serve as a vehicle for passing out printed, as well as verbal information. B. Continue Resident's quarterly newsletter, offering a special column for HUD changes, maintenance report and other pertinent housing information.	1/2001 12/7/2001	N/A N/A

Management is courteous and professional.	A. Instruct staff as to the importance of management being courteous and profession to MHA residents at all times. B. Director of Housing will perform periodic monitoring of MHA staff performing, annual certification meetings, receiving telephone request or compliments, and staff interacting with residents.	12/7/2002 1/2002	N/A N/A
Management is supportive of your resident/tenants' organization.	Managers, MHAIU and Community Workers will attend Resident Council meetings.	1/2002	N/A
2. Safety			
How safe do you feel in your unit, building and parking area?	A. Safety programs are available for Resident Councils and Resident Advisory Boards, presented by MHAIU and MPD. B. Safety programs are also available through the Drug Elimination Program for adults and youth.	1/2001	N/A
Contributing to crime. A. Bad Lighting B. Police do not respond. C. Residents don't care. D. Resident screening. E. Vacant Units F. Open Air Drug Activities	<u>A. Bad Lighting</u> 1. Site lighting is presently being replaced and updated on a rotating base in all communities by Alabama Power Company, to increase efficiency. 2. To keep residents updated, a schedule will be printed in the next newsletter. <u>B. Police do not respond.</u> 1. Work closer with police department. Both MPD and MHAIU are short staffed. <u>C. Resident don't care.</u> 1. Through Resident Council and Neighborhood Block Meetings work to emphasize Resident Responsibility and Community Proud. <u>D. Resident screening.</u> 1. Will continue with resident screening through FBI checks. <u>E. Vacant Units</u> 1. Evaluate waiting list to allow for faster occupancy of units. 2. To perform a Housing Space Study, to determine over or under housing. 3. Over house residents to allow for occupancy of units. <u>F. Open Air Drug Activities</u> MHAIU and Montgomery Police Department will re-organize a Neighborhood Watch Program for each community.	Started 2001 will finish all communities Aug. 2001 1994 1/2001 1/1998 12/7/2001 12/7/2001 12/7/2001 12/7/2001	N/A Drug Elimination Funds N/A CF N/A NA NA N/A
Resident break rules in lease and management does not take action.			
Are you aware of any crime prevention programs in your community?	MHAIU and Montgomery Police Department will re-organize a Neighborhood Watch Program for each community.	12/7/2001	NA

3. Neighborhood Appearance			
Upkeep of common areas.	<p>A. Emphasis at all RAB meetings that it is the residents' responsibility to maintain their yards and parking area, by not littering and picking up trash and litter, returning garbage containers to proper place after garbage pick up.</p> <p>B. Organize semi-yearly clean up days for residents.</p> <p>C. Place educational articles in the newsletter, stressing the importance of maintaining their yards and parking areas.</p> <p>D. Offer "Beautification Award" every six months.</p>	<p>1/2002</p> <p>1/2002</p> <p>1/2002</p> <p>1/2002</p>	<p>N/A</p> <p>N/A</p> <p>CF</p> <p>CF</p>
Upkeep of exterior of building.	<p>A. Site Managers will walk and inspect respective communities a minimum of three times a week, and report all repair needs to maintenance and follow up on repair schedule.</p> <p>B. Print modernization schedule and post in managers' office print in newsletter and offer update reports at RAB meetings.</p> <p>D. Managers will patrol communities and send letters to residents with dilapidated furniture or junk on porches or in front yards.</p> <p>E. Special days have been assigned for large items to be picked up by maintenance and carried to landfills</p>	<p>1/2002</p> <p>1/2002</p> <p>1/2002</p> <p>1/2002</p>	<p>N/A</p> <p>NA</p> <p>N/A</p> <p>N/A</p>
Upkeep on recreation areas.	<p>A. Neighborhood Clean Up Campaigns will be organized by Resident Council and Resident Advisory Board with the assistance of community workers, maintenance and site managers.</p> <p>B. In three communities, a resident has been hired to police common and recreation areas daily to pick up trash/litter. MHA is working to have a resident in the other five communities this year.</p>	<p>1/2002</p> <p>10/2001</p>	<p>N/A</p> <p>Operation Budget</p>

Problems in your development: A. Abandon cars B. Broken glass C. Graffiti D. Noise E. Rodents and insects F. Trash/litter G. Vacant Units	<u>A. Abandon cars:</u> 1. Abandon cars or vehicles deemed inoperable will be tagged and towed by MHAIU, site managers and MPD.	1/2002	Drug Elimination Funds
	<u>B. Broken glass:</u> 1. Broken glass, will be monitored weekly during managers site inspections and will be reported to maintenance for clean up.	1/2002	N/A
	<u>C. Graffiti:</u> 1. Graffiti will be monitored weekly during managers site inspections and will be reported to maintenance for clean up.	1/2002	N/A
	<u>D. Noise in developments:</u> 1. Meet with residents and Montgomery Police to discuss noise problem: to specify times and locations of offenders, to allow police to perform extra patrols.	1/2002	N/A
	<u>E. Rodents and insects in units:</u> 1. To meet with maintenance staff to evaluate present pest control chemical and/or contracts. 2. Develop fliers to be posted in manager's office and articles for the newsletter on tips to prevent rodent and insect infestations. 3. Emphasis prevention rodent and insect infestations at annual resident certification. 4. Additional maintenance personnel are receiving training to be Certified Exterminators, allowing for increased spraying.	1/2002	N/A
	<u>F. Trash/Litter:</u> 1. Emphasis at all RAB meetings that it is the residents' responsibility to maintain their yards and parking area, by not littering and picking up trash and litter, returning garbage containers to proper place after garbage pick up. 2. Trash trucks schedules will be revised to police communities daily.	1/2002	N/A
	<u>G. Vacant units:</u> 1. Evaluate waiting list to allow for faster occupancy of units. 2. To perform a Housing Space Study, to determine over or under housing. 3. Over house residents to allow for occupancy of units.	1/2002	N/A

ATTACHMENT T

CERTIFICATIONS