

PHA Plans

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

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

PHA Plan Agency Identification

PHAName: TalladegaHousingAuthority

PHANumber: AL105

PHAFiscalYearBeginning:(mm/yyyy) 01/2002

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
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

A.Mission

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

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

B.Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD -suggested objectives or their own, **PHAS ARE STRONGLY EN COURAGED 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 space 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: (PHA score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide placement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistancerecipients' employability:

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

Other PHA Goals and Objectives: (list below)

In the PHA's continuing effort to meet its Five Year Goal the reduction of housing vacancies is our first priority. While the unit turnaround time is higher than desirable, averaging 24 days per month, our adjusted vacancy rate remains low. The first five months rates show less than a 1% rate in January to a high of 1.69% in May 2001.

Our modernization programs are on schedule. We currently have 36 units under modernization. We believe these renovated homes will increase customer satisfaction and will help in reaching our goal of a 90% and above PHAS score. The PHA is currently working with the HUD area office on a homeownership program under the 5(h) plan. It is hoped approval will be soon and the first Home available in 2002.

A program goal in compliance with the Deconcentration Rule has been adopted. We have fifty -eight new admissions in the past seven months. Of those only 6.89% were above 50% of the AMI. Twenty -four percent (24%) were homeless. Ten percent (10%) were in substandard housing and six percent were involuntarily displaced. These are very low income groups and our need is for higher income families.

Public housing security improvements continue to be addressed through the Capital Fund and Drug Elimination Program. Affirmative measures are used to insure equal opportunity and further fair housing objectives. The PHA believes these goals do not reflect a substantial deviation in the plan. The PHA defines a "substantial deviation" as a program or policy contrary to the above goals, as a group, that would indicate a significant change to our basic, fundamental and essential programs.

AnnualPHAPlan
PHAFiscalYear2002
 [24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart90 3.79(r)]

TheAnnualPlanwhichisattachedheretowasdevelopedbytheTalladegaHousingAuthority, hereinafterreferredtoastheTHAinthisdocumentandaccompanyingPlan,inaccordancewiththe RulesandRegulationspromulgatedbyHUD.

ThegoalsandobjectivesoftheTalladegaHousingAuthorityarecontainedintheFiveYearPlanand theACOPPlan.ThesewerewrittentocomplywiththeHUDguidelines,rules,regulationsandFederal Law.Thebasicgoalsandobjectivesare:

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

TheTHAdoesnotplantohaveanydeviationsfromtheFiveYearPlan.ThisPlanwaswrittenafter consultationswithnecessarypartiesandentitiesasprovidedintheguidelinesissuedbyHUD.

iii. AnnualPlanTableofContents

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupporting documentsavailableforpublicinspection .

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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 filename in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration al105a01
- FY2000 Capital Fund Program Annual Statement al105b01
- Most recent board - approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY2000 Capital Fund Program 5 Year Action Plan al105c01
- Public Housing Drug Elimination Program (PHDEP) Plan al105d01
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	the Consolidated Plan	
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 jurisdictionsto 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
	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
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
x	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
x	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance

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

1. Statement of Housing Needs

[24CFR Part 903.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income ≤ 30% of AMI	1184	13	9	8	6	6	2
Income > 30% but ≤ 50% of AMI	1033	12	8	8	3	2	3
Income > 50% but < 80% of AMI	1643	9	9	8	2	5	5
Elderly	742	6	7	4	2	3	3
Families with Disabilities	440	8	6	2	5	3	2
Race/Ethnicity	6742						
Race/Ethnicity	3486						
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 1998
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") data set 1990
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: Census 2000 Profile General Demographic City of Talladega
- Other sources: (list and indicate year of information)

**B. Housing Needsof FamiliesonthePu blicHousingandSection8
Tenant-BasedAssistanceWaitingLists**

StatethehousingneedsofthefamiliesonthePHA’swaitinglist/s .Completeonetableforeachtype
ofPHA -widewaitinglistadministeredbythePHA. PHAsmayprovideseperatetablesfor site -
basedorsub -jurisdictionalpublichousingwaitinglistsattheiroption.

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input type="checkbox"/> Section8tenant -basedassistance			
<input checked="" type="checkbox"/> PublicHousin g			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	Annual Turnover
Waitinglisttotal	63		105
Extremelylow income<=30%AMI	26	41%	
Verylowincome (>30%but<=50% AMI)	21	33%	
Lowincome (>50%but<80% AMI)	16	25%	
Familieswith children	44	70%	
Elderlyfamilies	4	6%	
Familieswith Disabilities	9	14%	
Race/ethnicityW	7	11%	
Race/ethnicityAf/A	56	89%	
Race/ethnicity			
Race/ethnicity			
Characteristicsby			

Housing Needs of Families on the Waiting List			
Bedroom Size (Public Housing Only)			
1BR	19	30%	31
2BR	34	54%	57
3BR	10	16%	18
4BR	0		
5BR	0		
5+BR	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

The Talladega Housing Authority, to the maximum extent practicable, will house the current families on our waiting list within the next twelve (12) months. This will include disabled and elderly families. Our average turnover is one hundred (100) to one hundred twenty-five (125) families each year. However, it is expected to be lower in the next three years due to the number of apartments under modernization.

(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 financed 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

- Undertakemeasurestoensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardlessofunitsizerequired
- Maintainorincreasesection 8lease -upratesbymarketingtheprogramto owners,particularlythoseoutsideofareasofminorityandpoverty concentration
- Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8 applicantstoincreaseowner acceptanceofprogram
- ParticipateintheConsolidatedPlandevelopmentprocesstoensure coordinationwithbroadercommunitystrategies
- Other(listbelow)

Strategy2:Increase thenumberofaffordablehousingunitsby:

Selectallthatapply

- Applyforadditionalsection8unitsshouldtheybecomeavailable
- Leverageaffordablehousingresourcesinthecommunitythroughthecreation ofmixed -financehousing
- Pursue housingresourcesotherthanpublichousingorSection8tenant -based assistance.
- Other:(listbelow)

Need:SpecificFamilyTypes:Familiesatorbelow30%ofmedian

Strategy1:Targetavailableassistancetofamiliesatorbelow 30%ofAMI

Selectallthatapply

- ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%of AMIinpublichousing
- ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%of AMIintenant -basedsection8assistance
- Employadmissionspreferencesaimedatfamilieswiththeconomichardships
- Adoptrentpoliciestosupportandencouragework
- Other:(listbelow)

Need:SpecificFamilyTypes: Familiesatorbelow50%ofmedian

Strategy1:Targetavailableassistanceto familiesatorbelow50%ofAMI

Selectallthatapply

- Employadmissionspreferencesaimedatfamilieswhoareworking
- Adoptrentpoliciest osupportandencouragework
- Other:(listbelow)

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 voucher 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 voucher targeted to families with disabilities, should they become available
- Affirmatively market to local non -profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.79(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 support services, Section 8 tenant-based assistance, Section 8 support services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	1,005,635.00	
b) Public Housing Capital Fund	1,035,717.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	122,109.00	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	585,000.00	Resident services, maintenance material, homeownership programs, office renovations.
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	2,748,461.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) At the time application is made for assistance.

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

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

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

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

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

(2) Waiting List Organization

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

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

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

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

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

1. How many site -based waiting lists will the PHA operate in the coming year?
2. Yes No: Are any or all of the PHA's site -based waiting lists new for the upcoming year (that is, they are not part of a previously -HUD- approved site based waiting list plan)?
If yes, how many lists?
3. Yes No: May families be on more than one lists 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 admission to public housing to families at or below 30% of median area income?
- b. Transfer policies:
In what circumstances will transfer take precedence over new admissions? (list below)

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

c. Preferences

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

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

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Act of God, Eviction 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
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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 admission 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 points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 2 Substandard housing
- 1 Homelessness
- 2 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
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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
- Anytime 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 development 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)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

A. Public Housing

Exemptions: PHA 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 :
See page 38 - Admissions and Occupancy 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?

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 re-examinations, 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
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)

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

(2) Flat Rents

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

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

B. Section 8 Tenant -Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies .

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows: The Board of Commissioners is the policymaking body of the Talladega Housing Authority and hires the Secretary of the Authority who is the Executive Director. The Executive Director is responsible for administering the policies of the Board that are adopted from HUD rules and regulations and to hire the employees who assist in providing services to low income families in Talladega.

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	497	15%
Section 8 Vouchers	N/A	

Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	497	
Other Federal Programs (list individually)	N/A	

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)
al105e01

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24CFR Part 903.79(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 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant -Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8. A needs assessment has been made and all Capital Improvements are based on that assessment and updates.

A. Capital Fund Activities

Exemptions from sub -component 7A: PHA that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed. The main thrust of the PHA needs is to completely renovate AL105 -2 and is reflected in the Capital Fund annual statement attachment as a 105m02.

(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 Plant template OR, at the PHA's option, by completing and attaching a properly updated HUD -52837. See Attachment 105b02

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) al105b02

-or-

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

(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 proper l y 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 AL105c02

-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. HOPEVI and Public Housing Development and Replacement Activities (Non -Capital Fund)

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPEVI 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 HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to questions b and c for each grant, copying and completing as many times as necessary)
b) Status of HOPEVI 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 Plans 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 -financed 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

[24CFR Part 903.79(h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition	<input type="checkbox"/>

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

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

[24 CFR Part 903.79(i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name:

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

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 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 FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete as 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 HOPEVI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPEVI 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 See attachment 105102102

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

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(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: Talladega Housing Authority	
1b. Development (project) number: AL105 -001	
2. Federal Program authority:	
<input type="checkbox"/> HOPEI <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission : (DD/MM/YYYY) <u>01/11/2002</u>	
5. Number of units affected: Requestist to build five (5) offsite single family homes for sale to qualified residents with percentage of cost debt forgiveness program	
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 part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete at least a minimum 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 903.79(1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive

services(ascontemplatedbysection12(d)(7)oftheHousingAct of1937)?

Ifyes,whatwasthedatethatagreementwassigned? 25/07/2001

2.OthercoordinationeffortsbetweenthePHAandTANF agency(selectallthat apply)

- Clientreferrals
- Informationsharingregardingmutualclients(forrentdeterminationsand otherwise)
- Coordinatetheprovisionofspecificsocialandsel -sufficiencyserv icesand programstoeligiblefamilies
- Jointlyadministerprograms
- PartnertoadministeraHUDWelfare -to-Workvoucherprogram
- Jointadministrationofotherdemonstrationprogram
- Other(describe)

B. Servicesandprogramsofferedtoresidentsandparticipants

(1)General

a.Self -SufficiencyPolicies

Which,ifanyofthefollowingdiscretionarypolicieswillthePHAemployto enhancetheeconomicandsocialsel -sufficiencyofass istedfamiliesinthe followingareas?(selectallthatapply)

- Publichousingrentdeterminationpolicies
- Publichousingadmissionspolicies
- Section8admissionspolicies
- Preference inadmissiontosection8forcertainpublichousingfamilies
- Preferencesforfamiliesworkingorengagingintrainingoreducation programsfornon -housingprogramsoperatedorcoordinatedbythe PHA
- Preference/eligibilityforpublichousinghomeownershipoption participation
- Preference/eligibilityforsection8homeownershipoptionparticipation
- Otherpolicies(listbelow)

b.EconomicandSocialsel -sufficiencyprograms

Yes No: DoesthePHAcoordinate,promoteorprovideany programstoenhancetheeconomicandsocialsel - sufficiencyofresidents?(If“yes”,completethefollowing table;if“no”skiptosub -component2,FamilySelf

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

A. Each non-exempt adult public housing resident must contribute eight (8) hours of community service or participate in a self-sufficiency program for eight (8) hours each month. Community Service is the performance of voluntary work or duties that are public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community Service does not include political activities. (NOTE: For purposes of the Community Service requirement, an adult is a person eighteen (18) years or older.)

B. Exempt: The following adult family members are exempt:

- 1-62 years of age or older** - persons with qualifying disabilities which prevent the individual's compliance. The individual must provide appropriated documentation to support the qualifying disability which may include self-certification. In addition, any person who is the primary caretaker of such individual is exempt.
- 3** - persons engaged in work activities as defined in section 407.(d) of the Social Security Act.
- 4** - persons participating at least eight (8) hours a month in a welfare-to-work program
- 5** - person receiving assistance from and in compliance with a State program funded under Part A, Title IV of the Social Security Act.

C. Proof of Compliance: Each head of household must present to the HA office documentation that he/she and all other persons eighteen years of age or older living in the household, who are not exempt, have complied with this section. Documentation may include a letter from the agency on letterhead or other official document. Any such documentation shall be verifiable by the HA. Failure to comply with the Community Service Requirement and to provide appropriate verifiable documentation prior to the date required shall result in the lease not being renewed by the HA. Provided, however, that the HA may allow the family member who is not in compliance to complete the requirements within the following year as follows: The head of household and the person not in compliance shall sign an agreement stating the deficiency will be cured within the next twelve months. Proof of compliance with the agreement shall be made by the head of household annually at re-certification. Failure to comply with the agreement shall result in the lease being terminated for such non-compliance unless the person(s), other than the head of household, no longer resides in the unit and has been removed from the lease. (Failure to comply with the Community Service Requirement and to provide appropriate

verifiable documentation prior to the date required shall result in the lease not being renewed by the HA). D - Changes in exempt or non - exempt status will be handled during an interim or annual recertification.

13. PHA Safety and Crime Prevention Measures

[24CFR 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 level of violent and/or drug -related crime
- Other (describe below)

2. What information or data did the PHA use 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 anti crime/anti drug programs
- Other (describe below)

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

AL105-1 AL105 -2 AL105 -3

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

1. List the crime prevention activities the PHA has undertaken or plan 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 -risky youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

AL105 -1AL105 -2AL105 -3

C. Coordination between PHA and the police

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

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

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

AL105 -1AL105 -2AL105 -3

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY2000 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 FY2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: al105d01)

14. RESERVED FOR PET POLICY

[24CFRPart903.79(n)] Attachment 1105h01

15. Civil Rights Certifications

[24CFRPart903.79(o)]

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

16. Fiscal Audit

[24CFRPart903.79(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

[24CFRPart903.79(q)]

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

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

- Comprehensive stock assessment
- Other: (list below)

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

18. Other Information

[24CFR Part 903.79(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 as Attachment (File name)
- Provided below: All sections of the Plan were discussed with the Resident Advisory Board and they asked questions and made comments and suggestions.

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 there a 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) State of 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) The PHA will continue to provide 497 units of low-income housing.
- Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
Fair Housing Programs, Lead-based Paint Education Programs

D. Other Information Required by HUD

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

Attachments

Use this section to provide any additional attachments referenced in the Plans. al105e01 –Maintenance
al105f01 –Community Service al105g01 –Goals al105h01 –Pet Policy
al105i01 –Resident Board Member al105j01 –Resident Advisory Board
al105k01 –Communication and Neighborhood Appearance

PHA Plan Table Library

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

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

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

Original Annual Statement

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

AnnualStatement
CapitalFundProgram(CFP)PartII:SupportingTable

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost

**AnnualStatement
CapitalFundProgram(CFP)PartIII:ImplementationSchedule**

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)

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

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

Optional 5 -Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
Description of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years					

Component 3, (6) Deconcentration and Income Mixing

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

If yes, list these developments as follows:

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:

The Housing Authority of The City of Talladega, Alabama

Grant Type and Number

Capital Fund Program: **AL09P105501-02**
Capital Fund Program
Replacement Housing Factor Grant No.:

Original Annual Statement
 Performance and Evaluation Report for Period Ending: _____
 Reserve for Disasters/Emergencies
 Final Performance and Evaluation Report
 Revised Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
----------	--------------------------------	----------------------

	Original	Revised	Obligated	Expended
on -CFPFunds				
perations				
anagement Improvements				
ministration	\$48,000.00			
dit				
judated Damages				
esand Costs	\$55,963.00			
e Acquisition				
e Improvement				
elling Structures	\$916,754.00			
dwelling Equipment -Nonexpendable				
ndwelling Structures				
ndwelling Equipment				
molition				
lacement Reserve				
oving to Work Demonstration				
elocation Costs	\$15,000.00			
nd Used for Development				
ntingency				
of Annual Grant: (sum of lines 2 -19)	\$1,035,717.00			
of line 20 Related to LBP Activities				
of line 20 Related to Section 504 Compliance				
of line 20 Related to Security				
of line 20 Related to Energy Conservation Measures	\$200,000.00			

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

PHAName: The Housing Authority of The City of Talladega		Grant Type and Number Capital Fund Program: AL09P105501-02 Capital Fund Program Replacement Housing Factor Grant No.:			Federal FY of FFY2002	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total
				Original	Revised	Funds Obligated

Install new interior doors, frames & Hrdwre.	1460	20DU	\$34,560.			
Install new primed doors & hardware	1460	20DU	\$33,216.			
Install new Primed windows	1460	20DU	\$53,973.			
Install new screen storm door units	1460	20DU	\$15,644.			
Install new security window screens	1460	20DU	\$47,104.			
Renovate kitchens	1460	20DU	\$83,040.			
Demolish interior plaster walls & Reconstruct	1460	20DU	\$251,771.			
Install new VCT, 3/4rd. and wood base	1460	20DU	\$11,111.			
Install new electrical lighting fixtures	1460	20DU	\$16,825.			
Install new vinyl coated wire shelving	1460	20DU	\$5,867.			
Install new Plumbing Fixtures	1460	20DU	\$31,876.			
Install new ceramic tile floors & wainscot/Bath	1460	20DU	\$40,988.			
Install new range hood and S.S. splash	1460	20DU	\$4,639.			
Install new bath accessories	1460	20DU	\$12,711.			
Provide new interior paint finishes	1460	20DU	\$23,467.			
Install complete electrical system interior/ext.	1460	20DU	\$148,947.			
Install new HVAC Duct, grills and related	1460	20DU	\$18,840.			
Install new clothesline assemblies & waste bins	1460	20DU	\$21,510.			
Construct new front & rear stoops & canopies	1460	20DU	\$60,665.			
Administration	1410	12MOS.	\$48,000.			
Resident Relocation	1495.1	20EA	\$15,000.			
A&E Fees and Cost for contract docs /Admin.	1430	6% of HC	\$55,963.			

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

PHAName: The Housing Authority of the City of Talladega		Grant Type and Number Capital Fund Program: AL09P105501-02 Capital Fund Program Replacement Housing Factor Grant No.:		Federal FY FFY2002
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)	R	

	Original	Revised	Actual	Original	Revised	Actual	
nes	03/30/2003				12/30/2005		
	03/30/2003				12/30/2004		
	12/30/2003				12/30/2004		

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

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

Optional 5 - Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
AL105-002	Knoxville Homes	32*	33%	*Currently under Mod. Program	
Description of Needed Physical Improvement or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Work listed on this sheet reflects phase 4 of a 5 phase program and reflects FFY 2003 planned expenditures. Page 1 of 2 for this Development	1. Install new interior doors, frames and hardware.	1460	22DU	34,560	2003
	2. Install new primed doors, frames and hardware.	1460	22DU	33,216	2003
	3. Install new primed windows.	1460	22DU	53,973	2003
	4. Install new screen door units.	1460	22DU	15,644	2003
	5. Install new window screen units.	1460	22DU	47,104	2003
	6. Renovate kitchens.	1460	22DU	83,040	2003
	7. Demolish interior plaster walls and re-construct new walls w/ gypsum Bd.	1460	22DU	251,771	2003
	8. Install new flooring & trim.	1460	22DU	11,111	2003
	9. Install new lighting fixtures.	1460	22DU	16,825	2003
	10. Install new interior shelving.	1460	22DU	5,867	2003
	11. Install new plumbing fixtures.	1460	22DU	31,876	2003
	12. Install new ceramic tile floors & wainscot.	1460	22DU	40,988	2003
	13. Install new range hood and splash.	1460	22DU	4,639	2003
	14. Install new bath accessories.	1460	22DU	12,711	2003
	15. Provide new paint finishes.	1460	22DU	23,467	2003
	16. Install new electrical system.	1460	22DU	148,947	2003
	17. Install new HVAC duct & grills.	1460	22DU	18,840	2003
	18. Install waste bins and clothesline assemblies.	1460	22DU	21,510	2003
	19. Construct front and rear porch canopies and stoops.	1460	22DU	60,665	2003
Total estimated cost over next 5 years				See Page 2	

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

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

Optional 5 -Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
AL105-002	Knoxville Homes	32*	33%	*Currently under Mod. Program	
Description of Needed Physical Improvement or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Work listed on this sheet reflects phase 5 of a 5 phase program and reflects FFY 2004 planned expenditures. Page 2 of 2 for this Development	1. Install new int. doors, frames and hardware.	1460	22DU	34,560	2004
	2. Install new primed doors, frames and hardware.	1460	22DU	33,216	2004
	3. Install new prime windows.	1460	22DU	53,973	2004
	4. Install new screen door units.	1460	22DU	15,644	2004
	5. Install new window screen units.	1460	22DU	47,104	2004
	6. Renovate kitchens.	1460	22DU	83,040	2004
	7. Demo interior plaster walls and re-construct new walls w/gyp. Bd.	1460	22DU	251,771	2004
	8. Install new flooring & trim.	1460	22DU	11,111	2004
	9. Install new lighting fixtures.	1460	22DU	16,825	2004
	10. Install new interior shelving.	1460	22DU	5,867	2004
	11. Install new plumbing fixtures.	1460	22DU	31,876	2004
	12. Install new ceramic tile floors & wainscot.	1460	22DU	40,988	2004
	13. Install new range hood and splash.	1460	22DU	4,639	2004
	14. Install new bath accessories.	1460	22DU	12,711	2004
	15. Provide new paint finishes.	1460	22DU	23,467	2004
	16. Install new electrical system.	1460	22DU	148,947	2004
	17. Install new HVAC duct & grills.	1460	22DU	18,840	2004
	18. Install waste bins and clothesline assemblies.	1460	22DU	21,510	2004
	19. Construct front and rear porch canopies and stoops.	1460	22DU	60,665	2004
Total estimated cost over next 5 years				\$2,750,262	

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

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide

physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One to the 5 - Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 - Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
AL105-003,A	Curry Court Elderly	0	0%		
Description of Needed Physical Improvement or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Work listed on this sheet reflects phase 1 of a 2 phase program and reflects FFY 2005 planned expenditures. Page 1 of 2 for this Development	1. Install new int. doors, frames and hardware.	1460	60DU	69,120	2005
	2. Install new primed doors, frames and hardware.	1460	60DU	66,432	2005
	3. Install new primed windows.	1460	60DU	107,976	2005
	4. Install new screen door units.	1460	60DU	31,288	2005
	5. Install new window screen units.	1460	60DU	94,208	2005
	6. Renovate kitchens.	1460	60DU	166,080	2005
	7. Install new interior shelving.	1460	60DU	11734	2005
	8. Install new plumbing fixtures.	1460	60DU	63,752	2005
	9. Install new ceramic tile floors & wainscot.	1460	60DU	87,791	2005
	10. Install new range hood and splash.	1460	60DU	9,278	2005
	11. Install new bath accessories.	1460	60DU	25,422	2005
	12. Provide new paint finishes.	1460	60DU	46,934	2005
	13. Construct front and rear porch canopies and stoops.	1460	60DU	121,330	2005
	14. Install new vinyl siding & trim	1460	60DU	15,400	2005
Total estimated cost over next 5 years				See Page 2	

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

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA -wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need

not include information from Year One to the 5 - Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 - Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
AL105-003,A	Curry Court Elderly	0	0%		
Description of Needed Physical Improvement or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Work listed on this sheet reflects phase 2 of a 2 phase program and reflects FFY 2006 planned expenditures. Page 1 of 2 of this Development	1. Install new interior doors, frames and hardware.	1460	40DU	69,120	2006
	2. Install new primed doors, frames and hardware.	1460	40DU	66,432	2006
	3. Install new primed windows.	1460	40DU	107,976	2006
	4. Install new screen door units.	1460	40DU	31,288	2006
	5. Install new window screen units.	1460	40DU	94,208	2006
	6. Renovate kitchens.	1460	40DU	166,080	2006
	7. Install new interior shelving.	1460	40DU	11,734	2006
	8. Install new plumbing fixtures.	1460	40DU	63,752	2006
	9. Install new ceramic tile floors & wainscot.	1460	40DU	87,791	2006
	10. Install new range hood and splash.	1460	40DU	9,278	2006
	11. Install new bath accessories.	1460	40DU	25,422	2006
	12. Provide new paint finishes.	1460	40DU	46,934	2006
	13. Construct front and rear porch canopies and stoops.	1460	40DU	121,330	2006
	14. Install new vinyl siding & trim	1460	40DU	15,400	2006
	Total estimated cost over next 5 years				\$1,833,508

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

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

Optional 5 - Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
AL105-001	Curry Court Apartments	0	0%		
Description of Needed Physical Improvement or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
	1. Selective Demolition of dwelling units.	1485	10 DU	100,000	2007
	2. Construct new apartments at new site	1498	10 DU	900,000	2007
Total estimated cost over next 5 years					\$1,000,000.00

PHDEPPLANa1105d02

PublicHousingDrugEliminationProgramPlan

Note: THIS PHDEP Plan template (HUD50075 -PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

- A. Amount of PHDEP Grant \$122,109.00 [FORMULA FUNDED]
- B. Eligibility type (Indicate with an "x") N1____ N2____ R__X__
- C. FFY in which funding is requested: 2002
- A. Executive Summary of Annual PHDEP Plan

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

Our annual PHDEP Plan addresses the issue of resident complacency about the level of crime and criminal activity in and around our public housing communities in Talladega, Alabama. These initiatives have been developed following our HUD directed resident opinion survey concerning the level of criminal activity in public housing. The survey basically concluded that a majority of residents did not feel safe in and around public housing even with the drug elimination program initiatives and methodologies. We have evaluated our efforts and changed our focus to those most stable to impact the day -to-day level of criminal activity in and around our three public housing communities. We are targeting our residents in an effort to cultivate the law abiding ones and legitimately remove those residents and their relatives/visitors who do not contribute to a drug free, decent, safe, and sanitary public housing environment in accordance with our mission statement set forth in the Housing Authority ADMISSIONS AND CONTINUED OCCUPANCY POLICY.

B. Target Areas

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

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Curry Court	250	550
Knoxville Homes	97	250
Westgate	150	500

A. Duration of Program

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

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

B. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant#	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY1997x	149,100	AL09DEP1051097	-0 -	None	12-30-1999
FY1998x	149,100	AL09DEP1051098	-0 -	None	12-31-2000
FY1999x	110,170	AL09DEP1051099	-0 -	None	12-31-2000
FY2000x	113,924	AL09DEP1051000	67,785.12	None	12-31-2001
FY2001x	122,109	AL09DEP1051001	122,109.00	None	12-31-2002

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

The broad goal is to have the residents accept responsibility and accountability for the level of safety and security within public housing (their communities). The plan partners include the residents, drug elimination program employees (fulltime and parttime), local law enforcement and drug team investigators, the district attorney and local prosecutors, city and county court clerks and their staffs, plus the city and county judges and their staffs. PHDEP funded activities are monitored and evaluated on a regular basis by those participating in the ongoing activities. Criminal statistics are collected and evaluated on a weekly basis; all criminal reports originating in public housing or initiated by public housing residents are reviewed weekly and an action plan is developed based upon each evaluation. Each case is closely monitored to ensure full application of the criminal justice system and an adequate resolution of the problems identified. Personal contact and follow-up is provided each reported victim and witness of a crime. The level of resolution has historically been a function of the extent of cooperation and support provided by the public housing victim and witnesses.

Each

B. PHDEP Budget Summary

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

FY2001 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 -Reimbursement of Law Enforcement	
9120 -Security Personnel	
9130 -Employment of Investigators	122,109.00
9140 -Voluntary Tenant Patrol	
9150 -Physical Improvements	
9160 -Drug Prevention	
9170 -Drug Intervention	
9180 -Drug Treatment	
9190 -Other Program Costs	
TOTAL PHDEP FUNDING	122,109.00

C. PHDEP Plan Goals and Activities

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

9130 -Employment of Investigators					Total PHDEP Funding:\$		
Goal(s)	Generate resident responsibility and accountability for public housing crime rate.						
Objectives	Encourage residents to take responsibility for the level of crime in their community. Obtain resident commitment to report crime which they observe or know about. Motivate residents and guests to testify against criminals in appropriate criminal justice forums. Develop an information system which provides timely data on criminal activities in public housing.						
Proposed Activities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators

1. Trespass Enforcement			1995	Ongoing	54,949	InKind	Percent Convicted -90
2. Victim/Witness Support			1998	Ongoing	54,949	InKind	Percent Assisted -90
3. One Strike Eviction			1996	Ongoing	12,211	InKind	Percent Evicted -95

Section 3: Expenditure/Obligation Milestones

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

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

Section 4: Certifications

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

MAINTENANCE OPERATION PROCEDURES AND SCHEDULED PLAN FOR THE HOUSING AUTHORITY OF THE CITY OF TALLADEGA :

The department objective is to ensure that physical facilities and systems both dwelling and non-dwelling unit systems and site systems of the Housing Authority of the City of Talladega, Alabama are safe, sanitary and in good operating condition. The department is structured to achieve these objectives through five (5) different maintenance programs.

1. Preventive Maintenance which includes routine inspections on all Dwelling Units, Office Facilities, Public use facilities, Development sites and systems.
2. An effective work order system that provides fast tracking and a detailed record of all properties.
3. An efficient procurement system that includes competitive pricing to ensure the best possible price on materials.
4. An accurate inventory system that locates and tracks the supplies on hand to complete each daily task.
5. An active Safety Program to protect maintenance employees from any occupational injury/disease that could result from daily operations.

The practice of monitoring these systems help the department respond more efficiently and ensures that each resident gets the professional service they deserve.

1. PREVENTIVE MAINTENANCE PROGRAM

All properties, systems, vehicles and equipment, dwelling units, office facilities and public use facilities are inspected a minimum of once a year, depending on the individual system requirements. All units and properties are treated for pests and rodents a minimum of four times per year. This, in conjunction with HVAC system services, requires departmental personnel to check each property for hazardous, unsafe and sanitary conditions a minimum of nine times per year. Each property has one (1) UPCS inspection per year, at which time all roofs, structural and non-structural systems are inspected and any deficiencies corrected immediately. A list of items that are inspected is attached at the end of Section One. Records are kept for each inspection at the maintenance facility for future scheduling and reference. The practice of thorough inspections and services ensures an effective preventive program. HVAC filters are changed once every two months.

1. Uniform Physical Condition Standards:

UPCS inspections are a thorough inspection performed on all properties once per year. The inspection form used provides a thorough checklist for all items inspected. The inspector is required to check ceilings, attic structures, structural items and interior/exterior items. Any item that is not in compliance is listed on the computer under the UPCS work orders and brought to standards before the closing of each month. Some items require the resident to bring items up to standard. These are rechecked at the time other UPC S work orders are being completed. Should the items not be addressed by the resident, they are completed by the department and charged to the resident. Each

resident is informed if they passed, failed, or received an incomplete from the inspection.

2. Pre-Move In Inspection.

Pre-move in inspections are performed each time a crew turns in a vacancy work order as complete. The inspections are performed by Maintenance Administration personnel. This inspection is designed to ensure that the apartment is in new condition before it is turned over to the Occupancy Department. Any defective items are immediately addressed by the maintenance prep/paint and clean up crew before the unit is submitted for rent.

3. Move In Inspection.

Move in inspections are performed with the resident by a Maintenance Administration employee. At this time, department personnel go over the entire apartment with the new resident. Smoke alarms and all valves are shown including the procedure for shutting the valve off in case of an emergency situation. Yards and trash bins are shown to the resident and thoroughly checked for deficiencies. This inspection ensures the unit is in the best possible condition at time of occupancy. Any deficiencies are noted on the inspection sheet and promptly addressed.

4. Move Out Inspections.

Move out inspections are performed when any resident of the Housing Authority turns in an Intent to Vacate notice, or when resident's lease has been terminated and the vacated day arrives. The move out inspection is performed by Maintenance Administration personnel or appointed personnel. The inspector is responsible for noting and informing the resident of any deficiency/damaged related charges.

5. Special Scheduled Inspections.

Special scheduled inspections are performed when any THA staff member enters a unit/facility for any reason and determines that the physical condition of the unit/facility is not safe or sanitary. The intent of this type of inspection is to intercept any possible UPCS violation/deficiency or lease/house rule. If any violation/deficiency has occurred, it is corrected in a timely fashion. Special Inspections are performed with the UPCS form with Special Inspection typed across the heading.

6. Systems Inspections.

Systems inspections are performed once per year on all systems for the Housing Authority. This inspection is performed by Maintenance Administration personnel or the Grounds/Site crew chief. Any deficiencies are promptly corrected. This form has a separate checklist. Systems are defined in the individual categories.

UNIT/FACILITY/SITE ITEM TO BE INSPECTED EACH INSPECTION:

UNIT/FACILITY INTERIORS:

1. Substrates (Block, Plaster, Sheetrock, Attic Truss & Joist Systems)

2. Finishes (Paint, VCT, Formica, Ceramic Tile, Ceilings, Cabinets, Caulking, Grout, Baseboards, etc)
3. Carpentry (Doors, Windows, Hardware, Frames, Sills, Latches, Strikes, Screens, Panels, Thresholds, Shelves, Closet Rods, Curtain Rods, etc.)
4. Electrical (Smoke Alarms, Receptacles, Switches, Electric Panels, Light Fixtures, Emergency Call Stations, etc)
5. Plumbing (Kitchen & Bath Sinks, Drains, Faucets, Water Heater, Tubs, Valves, Supply Lines, Piping In Attic If Applicable)
6. Appliances (Range, Refrigerator, Exhaust Fans, Rangehoods, etc)
7. Mechanical (HVAC Systems, Thermostats, Attic Duct, Exhaust Vent Work, Combustible Air Vents, Washers and Dryers at Washateria)
8. General (Overall Condition of The Unit/Facility Should Be Noted On The Inspection Form. Work Orders Are Processed Immediately After Completion Of Inspection)

UNIT/FACILITY EXTERIORS:

1. Substrates (Roofs, Block, Brick, Trash Bin Walls, Flashing And Siding, Concrete Sidewalks, Steps, Structural Points, etc)
2. Finishes (Storm Windows, Panels, Screen Doors, Prime Doors, Window Hardware)
3. Electrical (Light Fixtures, Emergency Call Systems)
4. Plumbing (Hose Bibs, Sewer Cleanouts, Gas and Water Meters and Piping, Valve Boxes)
5. Mechanical (Roof Jacks, Dryer Vents, Rain Diverters, Gutter and Downspouts)
6. General (Appearance of Trash Bins, Yard Area, Porch Stoops, Shrubs, Walks, Clotheslines - Should Be Noted On Inspection Form.)

2. PREVENTIVE SYSTEMS

The Preventive Systems list all systems to be serviced and inspected as defined in this section. Each individual system is inspected a minimum of one time each year. Some systems require additional attention to maintain proper performance. The inspection of each system is defined in the individual category.

1. Pest Control System

The department uses an Integrated Pest Control Program to ensure all properties are serviced and checked for infestation and rodent control four times annually. This includes outside services and treating manholes and storm /sanitary sewers. Ant treatments are scheduled as needed. The department requires contractor to treat and inspect 1/3 of each property per visit and be on site once per week. In addition to routine scheduled treatments, the contractors are required to treat all service calls and vacancy apartments at each visit. Bids are sent annually for pest control services unless waived by the Executive Director depending on the quality of the contractors. Pest Control Program bid packages are available upon request.

2. Grounds/Site Systems

Grounds and sites are inspected thoroughly once per year, and are maintained weekly by the grounds crew. Property and fence lines are serviced, inspected, sprayed semiannually. All properties are cleaned and picked up weekly. Garbage service consists of gathering all trash from each development and taking to the dump. Common areas are mowed at least once per month, usually once every two weeks. Tree and shrubbery along all common areas are inspected annually. Sidewalks, roadways and parking lots are maintained by the City of Talladega.

3. Mechanical Systems

Mechanical systems for each property are inspected thoroughly once per year, during the UPCS inspection. Mechanical systems consist of heating, A/C units, exhaust and ventilation systems. HVAC filters are changed six times per year. The department uses this service to check for dangerous/unsanitary conditions while completing work tasks. The HVAC system also gets vacuumed once per year. Proper maintenance keeps units operating efficiently and repair cost down.

4. Utility Systems

All water valves are operated annually to ensure proper operation. At this time, all master meters, backflow preventers, reducing valves, utility pits and water valve boxes are inspected and cleaned of any trash or debris.

All gas valves are operated annually to ensure proper operation. All valve boxes are inspected and cleaned of any debris. All valves are turned 1/4 turn to ensure that they will operate without disturbing any services. All records of gas system services are kept in the Alabama Public Service Commissioner file for the annual review. All systems are polyethylene piping and do not require cathodic protection inspections. All underground gas piping is checked for leaks by an independent contractor every five (5) years. All master meters are checked and serviced by Alabama Gas Company annually. A copy of each service is located in the Public Service Commission file. All gas lines are checked annually except for underground gas piping.

Sanitary sewage systems are flushed annually and serviced as needed. All manholes are treated with granulated sewer aid to ensure proper performance. The Water and Sewer Board of Talladega checks all sanitary systems for leaks once every two years by means of colored smoke. All cleanout covers and lids are inspected and repaired annually.

Storm Sewer Systems are inspected annually and are treated for rodents by the pest control contractor semi-annually. All head walls and manhole inlets are cleaned of any trash and debris and any deterioration is corrected immediately.

Fire Hydrants are tested and inspected annually by the Talladega Fires Department. Any deficiencies are recorded and addressed immediately.

5. Electrical Systems

Electrical systems are inspected thoroughly at the time of UPCS inspections, however, they require additional attention to maintain. Smoke alarms have nine (9) scheduled checks each year but are checked with every work order or service to each unit. All exterior lighting is checked semi-annually and as serviced as needed. Resident Council Presidents routinely report any lighting deficiencies. This is not a requirement but is helpful to maintenance department personnel.

6. Structural Systems

Structural Systems are inspected thoroughly at the time of UPCS inspections.

7. Vehicle and Equipment Service System

All fluid levels of all vehicles and equipment are checked before each use and requires frequent service to properly maintain. Employees are required to check and test each system of the vehicle monthly. This check includes fuel system filters, battery system, wipers, brakes, back up lights, tire pressure, headlights, taillights and tire wear.

Vehicles require oil changes every 4000 miles. Scooters and law equipment have oil changes every 300 hours. The driver is responsible for maintaining oil changes usually with schedule service through the local Express Oil Change Center.

All small 2-cycle engine equipment shall be checked before and after each use and maintained as necessary.

Vehicles are required to be washed bi-weekly and waxed as needed. Each employee is required to check the vehicles before each use.

3. WORK ORDER SYSTEM

The work order system keeps track and records all work accomplished. The department uses a semi-zone maintenance approach to ensure that Emergency work items are handled immediately, and routine and preventive work items are completed as quickly as possible. Monthly and Weekly reports are processed and reviewed by the Maintenance Superintendent. The reports calculate the response time and completion time for each task. The records are used to review the performance of the department. (See the classifications below for estimated standards and examples.)

1. Emergency Work Orders

Emergency work orders are usually called in by the Resident, but can be reported by anyone. The estimated time standard is "IMMEDIATELY".

- Gas Leak
- Any item that poses a threat to resident or unit

Note: Residents are informed of emergency procedures at time of occupancy and reminded once annually. Emergency procedures are posted at every Office and Maintenance facility for the Resident's review. Residents are given four emergency beeper numbers and the Maintenance Superintendent's home phone number. All records of emergency procedures are kept in the Alabama Public Service Commission file and are audited annually.

2. Urgent Work Orders

Urgent work orders are usually phoned in by the residents, but can be reported by anyone. These work orders require immediate response, but pose no threat to the resident.

- Bursted water heater
- Stopped up sewage
- Bursted waterline
- Stopped up or broken commode
- Broken prime and/or storm windows

3. Preventive Work Orders

Preventive work orders are processed by the department and usually consist of any work item from a system inspection, or routine services. (See individual systems for cycles) The estimated time standard is within ten (10) days, however, crews are usually assigned the items within 2-3 working days.

- Change HVAC filters
- Treat fence lines for foliage
- Mow all common areas
- Weedeat common areas

4. Routine Work Orders

Routine work orders are phoned in by the resident and consist of various work items. Estimated time standards are within two (2) work days but are usually completed the same day.

- Screen door hardware
- Light bulb replacement
- Towel bar, soap dish, paper holder replacement

5. Uniform Physical Condition Standard

UPCS work orders are processed by the department. The work orders are processed from any deficiency found during the inspection. Estimated time standards are within 20 days or before the closing of the month. All work orders are completed by the end of every month.

- Repair/replacedoorhandle
- Cleanappliances
- Repairwindowscreen
- AnydeficiencyinUPCSinspection

6. VacancyWorkOrders

VacancyworkordersaregeneratedbytheOccupancyDepartment.Theseworkordersareenteredonthecomputeratthetimeamoveoutinspectionformisreceived.TheseworkordersaretakenoffatthetimetheMaintenanceDepartmentturnstheunitovertoOccupancyrent.Thisscheduleallowsmanagementto tracktheaveragedaysittakes toturnaunitoverascomplete. Estimatedtimestandardsrangefrom3 -5daysperunitdependingontheconditionoftheunitattimeofmoveout.

- Prep/paint/finishunit
- Repairwindowcreens
- Anythingittakestocompletetheunitisrecordedontheorder.

7. OtherWorkOrders

Otherworkordersaregeneratedbythedepartmentandconsistofvariouscylindricalworkitems.Theseworkordersarealwayscompletedthesameday.

- CleanWashateria(weekly)
- Removegarbagefrom allproperties(weekly)
- Mowcommonareas(3 -4weeks)

8. WorkOrderControlandReports

OutstandingWorkOrders -outstandingworkorderreportsareprintedandreviewedweekly.Thisreportkeepstrackofallincompleteworkandisfiledweekly.

WorkOrderControlLog -workordercontrolloglistsallworkaccomplishedforthetimeperiodandtheemployeenumberoftheemployeewhorespondedtothework.Thisreportisreviewedmonthlyandfiled.

WorkOrderSummary -workordersummarieslistallworkordersbyindividualclassifications,listanycharges,timerespondedandtimephonedin. Thereportisreviewedandfiledmonthly.

CompletedWorkOrders -completedworkorderslistallworkorderscompleted,respondtimeandemployeename. Thisreportisreviewedmonthly.

4.PROCUREMENTPROGRAM

Allmaterialsaresenttovendorsforbideveryyear. Somematerialsareboughtfactorydirecttoensure systemsaremaintainedwithoriginalparts. Forpurchasingandprocurementprocedures,pleasesetheProcurementandDispositionPolicy.

5.INVENTORY

Physicalassetsandmaintenanceinventorymakesuptheinventorysystem. Thesystemgeneratesa

tracking method on all inventory, while providing critical information for reordering methods.

1. Physical Assets

Lists all appliances, office equipment, maintenance equipment and equipment needed in daily operations. This record only needs updating when assets are removed or disposed of. (Please see the Procurement and Disposition Policy for proper operations.)

2. Maintenance Inventory

Consist of material needed for daily routine operations. The system is combined with the work order system to track material used. Maintenance personnel list inventory number of items used on all work orders. When the work order is taken off the computer, the supplies are removed from the proper location. The inventory is set up in each maintenance facility. When an order comes from that development, it is automatically withdrawn from the inventory. Inventory records are updated from the receipt of each Purchase Order and are transferred to each development when a requisition is processed. The maintenance employee at each site is responsible for maintaining development inventory, even though it is automatically calculated by the computer. This requires a yearly physical count of all material to ensure accuracy.

6. SAFETY PROGRAM

The safety program is designed to keep all employees free from occupation injury/disease by informing the employees of their requirements and keeping safety materials available upon request. The employee is responsible for wearing the proper garments. Each employee is required to provide and wear steel toe boots/shoes as defined in the Personnel Policy. The system is structured by three means of information:

- 1: Safety Meetings
- 2: Material Safety Data Sheets
- 3: Equipment Safety Data Sheets

1. Safety Meetings

Safety Meetings are held semi-annually to inform employees of the safety requirements and discuss any new ideas to make the department a safer place to work. Employees are encouraged to present any ideas concerning safety. Employees have the opportunity to exchange any damaged/worn safety material at this time.

1. Blood Born Pathogens Policy

Each site is equipped with a bio-hazard kit which is specifically designed for handling and cleaning of body fluids. Each employee is aware of the procedures and they are posted on each bulletin board. Each employee is vaccinated for Hepatitis as required by OSHA law title 29 CFR 1910.1030.

2. Material Safety Data Sheets

MSDS sheets are posted publicly at each maintenance facility for each employee's review. These sheets contain information on every chemical used by the department. The sheets are updated every time the department purchases a new chemical and are updated before the chemical is distributed.

Employees are required to read the sheets before using any new chemical.

3. Equipment Safety Data Sheets

Equipment Safety sheets are posted at every maintenance facility. The sheets specify each safety garment to use with each machine and tool. The sheets are updated at each purchase of new equipment and tools. Employees are required to read the safety sheets before using any new tools or equipment.

4. Safety Materials

Each employee receives safety material upon beginning work for the Talladega Housing Authority Maintenance Department. Some items are requested on an as-needed basis:

- Rainsuit
- Rubber boots
- Back support belts
- Kneepads
- Safety glasses -goggles -welding helmet
- Hardhats
- Earplugs -covers
- Gloves: leather, rubber, cloth, latex
- Respirator -dust mask

7. TRAINING

Employee's are encouraged to further their education as described in the personnel policy. Maintenance Administration personnel discuss training programs with each employee prior to fiscal year budget planning. The Maintenance Superintendent schedules training programs when seminars/programs are in the area. Proper training ensures quality service.

8. CAPITAL IMPROVEMENTS

Capital Improvements are carried out through the Modernization Department. Physical needs assessments are produced, improvements are scheduled in Capital Fund Programs or scheduled by means of the Operation Budget. All improvement files are kept by the Modernization Clerk. (See Modernization files for any information regarding future improvements.

9. ENERGY CONSERVATION ACTIVITIES

The department takes every precaution to ensure units are kept as efficient as possible. All units have received a thorough inspection from an independent energy auditor. All requirements have been met or scheduled to be met in an upcoming modernization plan for June 1, 1998. All utility meters and systems have been completely renovated or are scheduled for renovation before the end of 1998. All apartments have the proper insulation value, storm windows and lighting requirements. A copy of the audit is in the modernization files and is available upon request.

IMPLEMENTATION OF RESIDENT COMMUNITY SERVICE REQUIREMENTS:

In January 2001 all residents at the time of their annual reexamination will be given a copy of the new Community Service Policy. Residents who are required to perform the monthly service will receive all material necessary to document their monthly service and a list of local agencies who would appreciate their help. The agency phone number and the contact person's name, if one is designated, will be included in the package given to all residents.

The Talladega Housing Authority Community Service Policy as it was adopted on 09-12-2000 and is Section XXVII of the Admission and Continued Occupancy Policy is as follows:

SECTION XXVII: COMMUNITY SERVICE POLICY

A. Each non-exempt adult public housing resident must contribute eight (8) hours of community service or participate in a self-sufficiency program for eight (8) hours in each month. Community Service is the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community Service does not include political activities.

NOTE: For purposes of the community service requirement, an adult is a person eighteen (18) years or older.

B. Exempt: The following adult family members are exempt:

- 1- 62 years of age or older
- 2- Persons with qualifying disabilities which prevent the individual's compliance. The individual must provide appropriate documentation to support the qualifying disability, which may include self-certification. In addition, any person who is the primary caretaker of such individual is exempt.
- 3- Persons engaged in work activities as defined in section 407.(d) of the Social Security Act.
- 4- Persons participating in at least eight (8) hours a month in a welfare-to-work program.
- 5- Persons receiving assistance from and in compliance with a State program funded under Part A, Title IV of the Social Security Act.

C. Proof of Compliance: Each head of household must present to the HA office documentation that he/she AND all other persons eighteen years of age or older living in the household, who are not exempt, have complied with this section. Documentation may include a letter from the agency on letterhead or other official document. Any such documentation shall be verifiable by the HA. Failure to comply with the Community Service Requirement and to provide appropriate verifiable documentation prior to the date required shall result in the lease not being renewed by the HA. Provided, however, that the HA may allow the family member who is not in compliance to complete the requirements within the following years as follows: The head of household and the person not in compliance shall sign an agreement stating that the deficiency will be cured within the next twelve months. Proof of compliance with the agreement shall be made by the head of household annually at recertification. Failure to comply with the agreement shall result in the lease being terminated for such non-compliance, unless the person(s), other than head of household, no longer resides in the unit and has been removed from the lease.

D. Changes in Exempt or Non-exempt Status will be handled during an interim or annual recertification.

PHA:StatementofProgressinMeetingFive -YearGoals: InthePHA'scontinuingeffortsto meetitsFiveYearGoalsthereductionofhousingvacanciesisourfirstpriority.Whiletheunite turnaroundspeedishigherthanthatdesirable,averaging24dayspermonth,ouradjustedvacancyrate remainslow.Thefirstfivemonthsrateshowlessthanal%rateinJanuarytoahighof1.69%in May2001.

Ourmodernizationprogramsareonschedule.Wecurrentlyhave36unitsundermodernization. Webelievetheserenovatedhomeswillincreasecustomersatisfactionandwillhelpinreaching ourgoalofa90%andabovePHASscore.ThePHAiscurrentlyworkingwiththeHUDarea officeonahomeownershipprogramunderthe5(h)plan.Itishopedapprovalwillbesoonand thefirstHomeavailablein2002.

AprogramgoalincompliancewiththeDeconcentrationRulehasbeenadopted.We have fifty-eightnewadmissionsinthepastsevenmonths.Ofthoseonly6.89%wereabove50%of theAMI.Twenty-fourpercent(24%)werehomeless.Tenpercent(10%)wereinsubstandard housingandsixpercent(6%)wereinvoluntarilydisplaced.Theseareverylowincomegroups andourneedisforhigherincomefamilies.

PublichousingsecurityimprovementscontinuetobeaddressedthroughtheCapitalFundand DrugEliminationProgram.Affirmativemeasuresareusedtoinsureequalopportunityand furtherfairhousingobjectives.ThePHAbelievesthesegoalsdonotreflectasubstantial deviationintheplan.ThePHAdefinesa“substantial deviation”asaprogramorpolicycontrary totheabovegoals,asagroup,thatwouldindicateasignificantchangetoourbasic,fundamental andessentialprograms.

**TALLADEGA HOUSING AUTHORITY (HA)
DWELLING LEASE ADDENDUM**

PET POLICY

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:
 1. Each Head of Household may own up to two (2) 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.
 2. 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).
 3. If the pet is a bird, it shall be housed in a bird cage and cannot be let out of the cage at any time.
 4. 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.
 5. 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 a veterinarian or staff of the Humane Society and must be provided before the execution of this agreement.
 6. 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.
 7. 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 \$50.00 to cover the

- expense of taking the pet(s) to the Humane Society.
8. 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 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.
 9. 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 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 bull dog, 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 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 an 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 days 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 \$25.00 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 \$50.00 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	\$150.00	\$250.00
Cat	\$100.00	\$150.00
Fish Aquarium	\$0	\$0
Fish Bowl (Requires no power and no larger than two gallons)	\$0	\$0
Caged Pets	\$100.00	\$150.00

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 free examination 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 violations 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 MAY 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: _____

ATTACHMENT(i): RESIDENT MEMBERSHIP ON THE PHABOARD:

Members of the Board of Commissioners of the Talladega Housing Authority are appointed by the Mayor of the City of Talladega.

Ms. Leila Rogers, a resident of #41 Curry Court, was appointed by Mayor Charles Osborne on January 29, 1999. Her term will expire in January, 2004.

ATTACHMENT(j):

MembershipoftheResidentAdvisoryBoardoftheTalladegaHousingAuthorityAL105:

CarolynWhite	CurryCourt#34
SandraWalker	CurryCourt#36
LeilaRogers	CurryCourt#41
AnnieWhite	CurryCourt#42
LindaMackey	CurryCourt# 47
KathyJackson	CurryCourt#72
OzellCass	CurryCourt#117
PatTaylor	CurryCourt#220
ElizabethWhitson	KnoxvilleHomes#31
ShaunnonThreatt	KnoxvilleHomes#47
LakeshaAaron	Westgate#52
KatrinaWilliams	Westgate#83
JosieKelly	Westgate#9 1
LeslieG.Thomas	Westgate#112
LaShundaWeed	Westgate#114
EricaLynnGreen	Westgate#140

Follow-up Plan Year 2001 to Improve Communication and Neighborhood Appearance:

Neighborhood Appearance: Knoxville Homes with a score of 61% scored lowest in appearance and communication. The reasons for this are several. This development is presently undergoing a complete renovation and the first units to be complete were returned over to the THA in late September. When all are complete, they will be our most modern and best designed units. However, construction work is not neat and the THA must require more cooperation from the contractor to keep his work neat and orderly. Budgets for this work will require five years to complete all 98 units. During this period we may continue to see low scores on appearance in this development. Our Westgate development also scored a low 63% on appearances. This development had improvements in several areas including storm sewer drainage work, sodding of all bare areas and sidewalk replacement. The major problems continue to be trash in the form of candy wrappers, other paper products, bottles and cans that are often thrown in people's yards by outsiders. Programs such as awards for the best yard have had little effect. The THA is working with the Resident Council and the Resident Advisory Board to correct these litter problems and will continue to seek their advice and input. The Curry Court development had a score of 71%. Litter is a major factor here as well. It appears that a daily pick-up of paper and other trash is our only solution. The THA will contract out that work in 2002.

Communication: While we are disappointed in our score in Communication we believe that the monthly newsletter and regular meetings with the Resident Advisory Board and the Resident Councils in each development are our most effective means to communicate with our residents. We are reviewing our newsletter to evaluate the content and will seek resident input on what they would like to be included each month. A new program for our elderly residents to receive a card from our staff members on their birthday has received several positive comments and some have sent thank you notes to our staff. We may expand this to include all residents.

The Housing Authority of the City of Talladega
Voluntary Conversion Cost Analysis
December 31, 2000

AL105 -1

Cost to Maintain and Operate HA Units per Month	\$164.41
Cost to Provide Section 8 Voucher	\$290.21
	=====
(Cost) or Savings to Provide Section 8 Only	\$(125.80)

Inappropriate for Voluntary Conversion

AL105 -2

Cost to Maintain and Operate HA Units per Month	\$781.70
Cost to Provide Section 8 Voucher	\$290.21
	=====
(Cost) or Savings to Provide Section 8 Only	\$491.49

Appropriate for Voluntary Conversion

AL105 -3

Cost to Maintain and Operate HA Units per Month	\$164.43
Cost to Provide Section 8 Voucher	\$290.21
	=====
(Cost) or Savings to Provide Section 8 Only	\$(125.78)

Inappropriate for Voluntary Conversion

AL105 -3 Curry Court/Elderly

Cost to Maintain and Operate HA Units per Month	\$165.79
Cost to Provide Section 8 Voucher	\$290.21
	=====
(Cost) or Savings to Provide Section 8 Only	\$(124.42)

Inappropriate for Voluntary Conversion

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: The Housing Authority of The City of Talladega, Alabama	Grant Type and Number Capital Fund Program: AL09P105501-02 Capital Fund Program Replacement Housing Factor Grant No.:	Federal FY of Grant: FFY2002
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<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: _____	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report	Revised Annual Statement
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Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost
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		Original	Revised	Obligated	Expended
1	Total non - CFP Funds				
2	1406 Operations	\$68,000.00			
3	1408 Management Improvements	\$ 65,500.00			
4	1410 Administration	\$0.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$41,253.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$687,565.00			
11	1465.1 Dwelling Equipment - Nonexpendable	\$9,000.00			
12	1470 Non Dwelling Structures	\$45,000.00			
13	1475 Non Dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$15,000.00			
18	1498 Mod Used for Development				
19	1502 Contingency	\$ 53,009.00			
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$984,327.00			
21	Amount of line 20 Related to LBP Activities	\$20,000.00			

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: The Housing Authority of The City of Talladega, Alabama	Grant Type and Number Capital Fund Program: AL09P105501-02 Capital Fund Program Replacement Housing Factor Grant No.:	Federal FY of Grant: FFY2002
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<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: _____	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report	Revised Annual Statement
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Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost
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22	Amount of line 20 Related to Section 504 Compliance		
23	Amount of line 20 Related to Security	47,000.00	
24	Amount of line 20 Related to Energy Conservation Measures	104,000.00	

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

PHA Name: The Housing Authority of The City of Talladega		Grant Type and Number Capital Fund Program: AL09P105501-02 Capital Fund Program Replacement Housing Factor Grant No.:			Federal FY of Grant: FFY2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

AL105-002	Install new interior doors, frames & Hrdwre.	1460	20DU	\$25,920.				
AL105-002	Install new primed doors & hardware	1460	20DU	\$24,912.				
AL105-002	Install new Primewindows	1460	20DU	\$40,479.				
AL105-002	Install new screen storm door units	1460	20DU	\$11,733.				
AL105-002	Install new security window screens	1460	20DU	\$35,328.				
AL105-002	Renovate kitchens	1460	20DU	\$62,280.				
AL105-002	Demointerior plaster walls & Reconstruction	1460	20DU	\$188,828.				
AL105-002	Install new VCT, 3/4rd. and wood base	1460	20DU	\$8,333.				
AL105-002	Install new electrical lighting fixtures	1460	20DU	\$12,619.				
AL105-002	Install new vinyl coated wire shelving	1460	20DU	\$4,400.				
AL105-002	Install new Plumbing Fixtures	1460	20DU	\$23,907.				
AL105-002	Install new ceramic tile floors & wainscot/Bath	1460	20DU	\$30,741				
AL105-002	Install new range hood and S.S. splash	1460	20 DU	\$3,480.				
AL105-002	Install new bath accessories	1460	20DU	\$9,533.				
AL105-002	Provide new interior paint finishes	1460	20DU	\$17,600.				
AL105-002	Install complete electrical system interior/ext.	1460	20DU	\$111,710.				
AL105-002	Install new HVAC Duct, grills and related	1460	20DU	\$14,130.				
AL105-002	Install new clothesline assemblies & waste bins	1460	20DU	\$16,132.				
AL105-002	Construct new front & rear stoops & canopies	1460	20 DU	\$45,500.				
PHA -Wide	Administration	1410	12MOS.	\$0.00				
PHA -Wide	Resident Relocation	1495.1	20EA	\$15,000.				
PHA -Wide	A&E Fees and Cost for contract docs/Admin.	1430	6% of HC	\$41,253.				

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

PHAName: The Housing Authority of The City of Talladega		Grant Type and Number Capital Fund Program: AL09P105501-02 Capital Fund Program Replacement Housing Factor Grant No.:			Federal FY of Grant: FFY2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

PHA-Wide	Operations	1406	1LS	\$68,000.				
PHA-Wide	Chief H.A. Investigator Salary & Benefits	1408	12MOS	\$ 40,400.				
AL105-002	New Ranges & Refrigerators	1465.1	15DU	\$9,000.				
PHA-Wide	Contingency	1502	1LS	\$ 53,009.				
AL105-002	Renovate Office & Community Center	1470	1EA	\$45,000.				
PHA-Wide	H.A. Investigative Officer Salary & Benefits	1408	12MOS	\$25,100.				

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

PHA Name: The Housing Authority of The City of Talladega	Grant Type and Number Capital Fund Program: AL09P105501-02 Capital Fund Program Replacement Housing Factor Grant No.:	Federal FY of Grant: FFY2002	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)	Reasons for Revised Target Dates

	Original	Revised	Actual	Original	Revised	Actual	
PHA-WIDE							
1406 -Operations	09/30/02			12/30/02			Added this revision
1408 -Mgmt. Impmts.	12/30/02			12/30/03			Added this revision
1430 -A&E Fees	03/30/2003	09/30/2002		12/30/2004	06/30/2004		receipt of funding allocation
1495.1 Relocation	12/30/2003	06/30/2003		12/30/04	03/30/2004		anticipated schedule of events
1502 -Contingency	12/30/03			06/30/04			Added this revision
1410 -Administration	03/30/2003	Deleted	Deleted	Deleted			Administrative Cost deleted
AL105-002K.Homes							
1470 -Non -Dw. Structures	03/30/2003			06/30/04			Added this revision
1460 -Dw. Structures	03/30/2003	03/30/2003		12/30/05	06/30/2004		Anticipated schedule of events
1465.1 -Dw. Equip. Equipment	12/30/02			03/30/04			Added this revision

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:
 Summary**

PHAName: The Housing Authority of The City of Talladega, Alabama	Grant Type and Number Capital Fund Program: AL09P105501-01 Capital Fund Program Replacement Housing Factor Grant No.:	Federal FY of Grant: FFY2001
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Original Annual Statement (revision no.: **1**)
 Performance and Evaluation Report for Period Ending: **12/31/01**

Reserve for Disasters/Emergencies
 Final Performance and Evaluation Report

Revised Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost
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		Original	Revised	Obligated	Expended
1	Total Non - CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	\$48,000.00	\$48,000.00		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$55,963.00	\$55,963.00	\$55,963.00	\$44,768.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$916,754.00	\$846,269.00	\$846,269.00	
11	1465.1 Dwelling Equipment - Nonexpendable	0.00	\$38,000.00		
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$15,000.00	\$15,000.00		
18	1498 Mod Used for Development				
19	1502 Contingency	0.00	\$32,485.00		
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$1,035,717.00	\$1,035,717.00		

**Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1:
 Summary**

PHAName: The Housing Authority of The City of Talladega, Alabama		Grant Type and Number Capital Fund Program: AL09P105501-01 Capital Fund Program Replacement Housing Factor Grant No.:	Federal FY of Grant: FFY2001
<input type="checkbox"/> Original Annual Statement (revision no.: 1)		<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/01		<input type="checkbox"/> Final Performance and Evaluation Report	
Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost

21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures	\$200,000.00	\$200,000.00	\$200,000.00	

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

PHAName: The Housing Authority of The City of Talladega		Grant Type and Number Capital Fund Program: AL09P105501-01 Capital Fund Program Replacement Housing Factor Grant No.:			Federal FY of Grant: FFY2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

AL105-002	Install new interior doors, frames & Hrdwre.	1460	20DU	\$34,560.	\$31,104.	\$31,104.		0%
AL105-002	Install new primed doors & hardware	1460	20DU	\$33,216.	\$29,894.	\$29,894.		0%
AL105-002	Install new Primewindows	1460	20DU	\$53,973.	\$48,576.	\$48,576.		0%
AL105-002	Install new screen storm door units	1460	20DU	\$15,644.	\$14,079.	\$14,079.		0%
AL105-002	Install new security window screens	1460	20DU	\$47,104.	\$42,394.	\$42,394.		0%
AL105-002	Renovate kitchens	1460	20DU	\$83,040.	\$74,736.	\$74,736.		0%
AL105-002	Demointerior plaster walls & Reconstruct	1460	20DU	\$251,771.	\$247,796.	\$247,796.		0%
AL105-002	Install new VCT, 3/4rd. and wood base	1460	20DU	\$11,111.	\$10,000.	\$10,000.		0%
AL105-002	Install new electrical lighting fixtures	1460	20DU	\$16,825.	\$15,142.	\$15,142.		0%
AL105-002	Install new vinyl coated wire shelving	1460	20DU	\$5,867.	\$5,280.	\$5,280.		0%
AL105-002	Install new Plumbing Fixtures	1460	20DU	\$31,876.	\$28,688.	\$28,688.		0%
AL105-002	Install new ceramic tile floors & wainscot/Bath	1460	20DU	\$40,988.	\$36,889.	\$36,889.		0%
AL105-002	Install new range hood and S.S. splash	1460	20DU	\$4,639.	\$4,175.	\$4,175.		0%
AL105-002	Install new bath accessories	1460	20DU	\$12,711.	\$11,440.	\$11,440.		0%
AL105-002	Provide new interior paint finishes	1460	20DU	\$23,467.	\$21,120.	\$21,120.		0%
AL105-002	Install complete electrical system interior/ext.	1460	20DU	\$148,947.	\$134,052.	\$134,052.		0%
AL105-002	Install new HVAC Duct, grills and related	1460	20DU	\$18,840.	\$16,956.	\$16,956.		0%
AL105-002	Install new clothesline assemblies & waste bins	1460	20DU	\$21,510.	\$19,359.	\$19,359.		0%
AL105-002	Construct new front & rear stoops & canopies	1460	20DU	\$60,665.	\$54,589.	\$54,589.		0%
PHA -Wide	Administration	1410	12MOS.	\$48,000.	\$48,000.			
PHA -Wide	Resident Relocation	1495.1	20EA	\$15,000.	\$15,000.			
PHA -Wide	A & E Fees and Cost for contract admin.	1430	6% of HC	\$55,963.	\$55,963.	\$55,963.	\$44,768.	80%

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

PHAName: The Housing Authority of The City of Talladega		Grant Type and Number Capital Fund Program: AL09P105501-01 Capital Fund Program Replacement Housing Factor Grant No.:			Federal FY of Grant: FFY2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

AL105-002	Install new Appliances at 50 dwelling units	1465.1	50 DU	0.00	\$38,000.	0.00		
PHA -Wide	Contingency for Construction	1502	3.839% HC	0.00	\$32,485.	0.00		

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

PHAName: The Housing Authority of The City of Talladega	Grant Type and Number Capital Fund Program: AL09P105501-01 Capital Fund Program Replacement Housing Factor Grant No.:	Federal FY of Grant: FFY2001	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)	Reasons for Revised Target Dates

	Original	Revised	Actual	Original	Revised	Actual	
AL105-002	03/30/2002		09/30/01	12/30/2003			
Knoxville Homes							
1460							
1410	03/30/2002	06/30/2002		12/30/2002	06/30/2003		Carry Admin. Over from previous funding year
1430	03/30/2002		05/31/2001	12/30/2002	12/30/2002		
1495.1	12/30/2002			12/30/2002	06/30/2003		Delay start of construction due to LBP clearancetesting
1465.1		12/30/2002			06/30/2003		Not included in original budget
1502		06/30/2003			06/30/2003		Not included in original budget