

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

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# PHA Plans

5 Year Plan for Fiscal Years 2002 - 2006

Annual Plan for Fiscal Year 2002

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

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

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the City of Colorado Springs

**PHA Number:** CO028

**PHA Fiscal Year Beginning: (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**  
**PHA FISCAL YEARS 2002 - 2006**

[24 CFR Part 903.5]

**A. Mission**

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

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

**THEME:** Housing Authority – We give quality to life.

**MISSION:**

To enhance the lives of low-income families and seniors in Colorado Springs by providing decent and affordable housing opportunities.

To promote and encourage resident self-sufficiency and independence.

To foster safe, viable neighborhoods through resident participation and community involvement in Housing Authority programs.

To identify and to utilize resources to their maximum effectiveness in accomplishing the Authority's goals and objectives.

Promote respect for residents, co-workers, and community.

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities: Examples are Creekside, Southview Plaza, Yuma Court, and Stetson Hills Apartments.
- Acquire or build units or developments
- Other (list below)
  
- PHA Goal: Improve the quality of assisted housing
  - Objectives:
    - Improve public housing management: (PHAS score)
    - Improve voucher management: (SEMAP score)
    - Increase customer satisfaction:
    - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
    - Renovate or modernize public housing units: 30 units
    - Demolish or dispose of obsolete public housing:
    - Provide replacement public housing:
    - Provide replacement vouchers:
    - Other: (list below)
  
- PHA Goal: Increase assisted housing choices
  - Objectives:
    - Provide voucher mobility counseling:
    - Conduct outreach efforts to potential voucher landlords
    - Increase voucher payment standards
    - Implement voucher homeownership program:
    - Implement public housing or other homeownership programs: 30 units of homeownership.
    - Implement public housing site-based waiting lists: for senior projects
    - 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: by monitoring occupancy patterns.
- Implement public housing security improvements: utilize "defensible space" practices.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other:

Continue scattered site development policies.

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Increase the number and percentage of employed persons in assisted families:
  - Provide or attract supportive services to improve assistance recipients' employability: such as Welfare to Work partnership.
  - 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:
    - Provide scattered site housing options
    - Provide homeownership opportunities

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2002**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The Housing Authority of the City of Colorado Springs plans for the year 2002 to continue to be the principal provider of rental assisted housing in the Pikes Peak Region. In so doing, the agency will not only manage its own public housing and tenant based Section 8 vouchers, but also a substantial inventory of non-HUD housing and the HUD programs for Manitou Springs and El Paso County.

The operational goals of the agency are structured around providing a high quality housing opportunity to the low income households of the Region. The development approach of the Housing Authority is to scatter its housing inventory across the Region in a low density fashion.

Operation, maintenance, and modernization of the HUD funded programs of the agency is dependent upon the funding of these programs by HUD and Congress.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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### Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

#### Required Attachments:

- Admissions Policy for Deconcentration
- FY 2002 Capital Fund Program Annual Statement (Table Library)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- A Year 2001 Progress Statement
- B Housing Authority Board Members
- C Membership for Resident Advisory Board
- D Resident Member on the PHA Governing Board

#### Optional Attachments:

- PHA Management Organizational Chart
- FY 2002 Capital Fund Program 5 Year Action Plan (Attachment E)

- Public Housing Drug Elimination Program (PHDEP) Plan (Attachment F)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text (Attachments G)
- Other (List below, providing each attachment name)
  - Attendance List from Public Hearing on Agency Plan (Attachment H)
  - Comments from Public Hearing (Attachment I)
  - HUD Certifications (Attachment J)

### 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plan And Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<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	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.79 (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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford- ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access- ibility</b>	<b>Size</b>	<b>Loca- tion</b>
Income <= 30% of AMI	7,602	5	5	5	N/A	N/A	N/A
Income >30% but <=50% of AMI	9,040	5	5	5	N/A	N/A	N/A
Income >50% but	13,124	3	3	3	N/A	N/A	N/A

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
<80% of AMI							
Elderly	5,246	5	5	5	N/A	N/A	N/A
Families with Disabilities	15,215	4	5	3	N/A	N/A	N/A
Race/Ethnicity - Black	+6.4						
Race/Ethnicity - Hispanic	+8.4						
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: 2001
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: - BBC Market Study - 1999

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

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

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing (identified as figures in parenthesis)  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	5,846		507
Extremely low income <=30% AMI	5,486	94%	
Very low income (>30% but <=50% AMI)	342	6%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	2,623	45%	
Elderly families	566	10%	
Families with Disabilities	1,098	19%	
Race/ethnicity – white	3,070	53%	
Race/ethnicity – black	1,385	24%	
Race/ethnicity – hispanic	1,088	19%	
Race/ethnicity – other	303	5%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1,843	62%	
2 BR	741	25%	
3 BR	325	11%	
4 BR	55	2%	
5 BR			
5+ BR			

### Housing Needs of Families on the Waiting List

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

If yes:

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

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

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

### C. Strategy for Addressing Needs

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

The Housing Authority of the City of Colorado Springs believes that there is substantial need, across the board, for all of the family type and income ranges in the assessment model. The agency's plan for 2001 is to continue the operation of the existing HUD rental assistance programs, apply for Section 8 Vouchers for families as HUD issues NOFAs, continue our non-HUD development and homeownership programs, and seek out partners for workforce models.

The models chosen, herein, are based on our successful experiences as a provider of quality housing opportunities.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	902,000	Public Housing Admin. & Maintenance
b) Public Housing Capital Fund	1,296,000	Public Housing Remodel
c) HOPE VI Revitalization		
d) HOPE VI Demolition		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
e) Annual Contributions for Section 8 Tenant-Based Assistance	11,405,000	Tenant Based Assist. & Admin.
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	174,000	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant	35,000	Self-Sufficiency capital improvements
i) HOME	200,000	Tenant-based rental assistance
Other Federal Grants (list below)		
<b>EDA</b>	1,000,000	Capital improvements
<b>Older Americans Act</b>	310,000	Self-sufficiency
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	1,575,000	Public Housing Admin. & Maintenance
<b>4. Other income (list below)</b>		
Interest	55,000	Public Housing Admin. & Maintenance
<b>4. Non-federal sources (list below)</b>		
<b>Residual from non-HUD units</b>	500,000	Develop new housing
<b>Total resources</b>	16,452,000	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) The PHA maintains a pool of ready families based on bedroom sizes of inventory in order to make timely placements. Pool varies by volume of move-outs.

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 Credit History

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

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

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

##### **(2)Waiting List Organization**

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

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

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

- PHA main administrative office
- PHA development site management office

Other (list below)

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

1. How many site-based waiting lists will the PHA operate in the coming year? 5

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

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

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

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

### **(3) Assignment**

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

- One
- Two
- Three or More

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

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

### **(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

Other preference(s) (list below)

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

#### 1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

#### **(5) Occupancy**

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

- The PHA-resident lease
- The PHA’s Admissions and (Continued) Occupancy policy

- PHA briefing seminars or written materials
- Other source : Newsletters, Resident Guidebook

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

- Adoption of site-based waiting lists  
If selected, list targeted developments below:
- Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

**Deconcentration Analysis**

The PHA accomplished the Deconcentration Analysis using the January, 2001 Rent Roll. It showed that no projects were below the 85% of average income level. Six projects were above the 115% ceiling as reflected on the Deconcentration Policy Table. In each case, these projects consist of small projects of disbursed single family units (3 and 4 bedrooms). While they are above the 115%

limit, the households are still below 30% of the community-wide median.

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

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## B. Section 8

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

### (1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation

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

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

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

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

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

- Criminal or drug-related activity
- Other: Those applicants with criminal/drug-related history are not placed on our tenant-based programs. Therefore, they do not reach the point of landlord involvement.

**(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:

If the participant can document that they have been actively looking and cannot find a unit, we will extend their voucher.

#### **(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority,

and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

- The PHA applies preferences within income tiers

- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices  
 Other (list below)

- Newsletters
- Newspaper articles

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: Flat rent will be ceiling rent and it could be less than 30% of adjusted income .

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

For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:

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

- For household heads  
 For other family members  
 For transportation expenses  
 For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never

- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) - 25%
- 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)

Adequacy of ACC to support the standard.

**(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 -(Not Applicable)**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

### **B. HUD Programs Under PHA Management**

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

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

### C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

### 6. PHA Grievance Procedures – (Not Applicable)

[24 CFR Part 903.7 9 (f)]

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

#### A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

#### B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at the Table Library at the end of this report.

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

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

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

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

7. Coverage of action (select one)

Part of the development

Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
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:

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

## **Conversion of Public Housing**

The PHA has assessed each of its family occupancy developments in the public housing inventory and determined that conversion is not required and further, that conversion would be significantly more expensive to the Federal government.

Projects covered include projects CO28-2, 7, 9, 11, 12, 13, 15, 16, 20, 22, 23, 24, 25, 28, 29, and 30 with a total of 431 scattered-site units. The units enjoy occupancy above 98% and are in excellent physical condition.

If the projects were to convert to tenant-based voucher assistance, the subsidy costs to the Federal government would increase by over 600%.

The PHA's assessment, therefore, is that no further conversion consideration is necessary for its' family occupancy developments.

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

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

## **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

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

6. Coverage of action: (select one)

- Part of the development  
 Total development

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

## 12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

### A. PHA Coordination with the Welfare (TANF) Agency - Not Applicable

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 (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component



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**

**Colorado Springs Housing Authority Community Service Requirement Plan**

All adult household members who are not exempt from community service will be able to meet the program requirements by participating in community service programs as follows:

- ❖ The Golden Circle Nutrition Program is a Housing Authority sponsored program that provides meals to the elderly at sites throughout the community. The program currently has over 500 active volunteers. Volunteer time is tracked and reported, and a volunteer recognition event is held annually. This program will be available for any Housing Authority resident who is required to contribute 8 hours of community service per month. This program operates seven days a week and is able to accommodate weekend volunteers.
- ❖ The Housing Authority Maintenance Department will provide two volunteer options for tenants. Applications for the maintenance options will be accepted until all available volunteer openings are filled  
Option (1) will be for those tenants living on multifamily sites and will include site-based activities to improve the physical appearance and livability of the property.  
Option (2) will include working with landscape and custodial employees at various sites to improve the physical appearance and livability of those properties.
- ❖ The Housing Authority will solicit participation and enter into agreements with other community service organizations to assist residents in complying with the service requirement.
- ❖ In order to participate the community service organization must have an established volunteer program and be willing to track and report resident volunteer hours. Participating community service organizations may not be political organizations and activities must benefit the local community.
- ❖ This program is mandatory and participants who fail to meet the requirements for two consecutive months, or a total of two months within a twelve-month period will be considered non-compliant.

Participants are required to make up any incomplete months eight-hour work requirements within the following month.

- ❖ Violation of this requirement will result in non-renewal or extension of the lease, or provide any new lease, for a dwelling unit in public housing for any household that includes an adult member who was subject to the community service requirements and failed to comply.
- ❖ The Housing Authority may negotiate an agreement to cure no more than sixteen-hours of non-compliance prior to the end of the term of the participant's lease. If the participant can provide evidence of a medical condition or other short-term hardship, the participant may be allowed to make up the current eight-hour requirement for the last month of the lease during the first month of the next term. The participant must be in full compliance at the end of the lease term; extensions beyond the lease term shall not be negotiated except as noted above.
- ❖ The participant may request a grievance hearing within ten days of notification of non-renewal, extension or denial of a new lease.

### **13. PHA Safety and Crime Prevention Measures - (Not Applicable)**

[24 CFR Part 903.79 (m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports

- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

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

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

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

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

**C. Coordination between PHA and the police**

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

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

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

**D. Additional information as required by PHDEP/PHDEP Plan**

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

Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes  No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?

Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: **Attachment F**)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

PET POLICY - SENIOR BUILDINGS  
PUBLIC HOUSING FAMILY UNITS

It is the Housing Authority policy that all residents be allowed quiet enjoyment of the premises. No pet will be allowed that constitutes a nuisance or threat to any resident or detracts from any resident's quiet enjoyment of their unit or the common areas of the complex.

THIS POLICY DOES NOT APPLY TO SERVICE ANIMALS THAT ARE USED TO ASSIST PERSONS WITH DISABILITIES. SERVICE ANIMALS ARE COVERED BY A SEPARATE SERVICE ANIMAL AGREEMENT.

To assure adherence to this policy, the following rules governing the keeping of pets are established:

- 1. I understand that: Pets are allowed only in accordance with the terms of this policy and with the written approval of the Housing Authority.

**BUILDINGS NOT ACCEPTING ANY PET DOGS:**

The following units that have shared common areas and cannot provide an outdoor area for fecal droppings that is separate from the area used by the residents and/or children.

Acacia Park Apartments                      104 E. Platte

All multi-family units including; duplexes, 4-plexes, and town homes.

Pets may be barred from some wings or floors of buildings in order to accommodate residents who have medically certified allergic or phobic reactions to animals.

- 2. I understand that: My pet will be approved in writing by the Housing Authority of Colorado Springs prior to moving upon Authority grounds and I will keep my written approval available.

- 3. That Certificate of Annual Licensing by the Humane Society of the Pikes Peak Region will be provided to the Authority prior to the approval of the pet.

4. I agree to abide by all local animal regulations.
5. I understand my pet must be neutered or spayed and I will provide written veterinary certificate of such to the Authority prior to bringing the animal on the premises. If the animal is too young, resident must agree to have it neutered or spayed when it reaches a suitable age.
6. I will provide written proof of yearly distemper and rabies boosters at the annual re-exam.

#### **Deposit**

7. I agree to pay a Pet Deposit in addition to my rental security deposit. This deposit shall be paid in advance as follows; efficiency and one bedroom units \$300.00, two bedroom units \$400.00, three bedroom and larger \$500.00. The pet deposit will be used toward repairs, cleaning treatment for flea infestation or replacement of any part of my unit or premises damaged by my pet on move out. This deposit is refundable within sixty (60) days after move-out, less any charges for damages. At a minimum the Housing Authority will deduct the cost of deodorizing the carpets at move-out.

#### **Pet Restraint**

8. Cats and dogs will be kept inside the unit, patio, or enclosed yard if the unit is so equipped, and not allowed to roam freely. They must be walked on a leash at all times while on any shared complex grounds. Cats and dogs may be tethered in Housing Authority approved areas if the unit does not have a enclosed area or the enclosure is not suitable for preventing the animal from roaming. Animals left outside for any extended period, two or more hours, must have access to water and shelter from weather elements.
9. Pets shall not use common areas inside of buildings except for the purpose of passing to the outside of the buildings (except for service animals).
10. A cat litter box will be provided by cat owner and sanitary conditions must be maintained at all times. Litter box must be cleaned once a day (waste must be placed in a plastic bag and securely closed) and disposed of in the dumpster.
11. The litter box must be kept in the unit at all times.
12. Fecal droppings in any shared common area outside of the building, if any, shall be picked up and disposed of immediately in the dumpster in a sanitary manner by pet owner. Fecal droppings in an approved outside area that is not shared shall be picked up at least twice per week.
13. Resident shall take adequate precautions to prevent pets from disturbing neighbors (e.g. barking, howling, loud meowing, scratching, biting, etc.).
14. Resident shall take adequate precautions to eliminate any pet odor while in the unit and to maintain the unit in a sanitary condition at all times.
15. Residents shall not alter their units, patios, or any other portion of the premises to create an enclosure for an animal. No one may be in violation of humane or health laws.
16. The types of animals allowed as pets shall be limited as follows:  
  
One (1) dog not exceeding twenty (20) pounds weight or twelve (12) inches in height at the front shoulder; or

One (1) cat.

One dog or cat per unit at any one time.

17. a) Aquariums may be no larger than 40 gallons and must be sealed against leakage, maximum of two aquariums per unit.  
b) Birds and other small caged animals may be permissible with a maximum of two per unit. No rodents, birds of prey, dangerous or disease carrying species may be kept. (Acceptable birds and animals for example may include: parakeets, parrots, hamsters, and gerbils.)  
c) Pet damage deposits are not required for aquariums, caged birds, and small caged animals unless they are allowed to roam free, or the aquariums cause water damage.  
d) Aquariums and caged animals as described above may be kept in conjunction with a cat or dog.
18. Residents are prohibited from feeding stray animals. Feeding of a stray will constitute having pets without permission from the Housing Authority.
19. Visitors or guests are prohibited from bringing any unauthorized pet onto the grounds or into a unit (except for service animals).

**Pet Care**

20. In case of emergency or illness, the following person will remove my pet from my unit and be responsible for its care:

Name and Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Responsible Person's Signature: \_\_\_\_\_

21. I understand that if for any reason my pet is left unattended for twenty-four (24) hours or more, the Authority has the right to enter the unit to remove the pet and transfer it to the proper authorities, e.g. the local animal shelter or human society. I will hold harmless the Housing Authority in such circumstances.

22. If the Housing resident or Resident Manager determines that a pet is a nuisance or threat to the safety or security of person or property, a request for the removal of the pet from the premises may be made.

23. The Authority will be entering your unit sixty (60) days and one hundred twenty (120) days after you have signed this Addendum to see that the pet and the unit are being cared for. After an initial period, inspections will be done annually or as conditions warrant.

Should we find any damages to your unit resulting from the pet, you will be responsible for the damages which must be paid within thirty (30) days.

24. I agree to abide by all Rules and Policies regarding pets established by the Authority now and in the future.

25. I agree to have my dog or cat under control for any inspection or work order that requires someone to enter my unit. Control may be interpreted to include my being home at the time, having my pet confined to a different part of the unit, having my pet caged, muzzled, or out of the unit. If the

animal is not under control and the Housing Authority employee cannot enter the unit a trip charge will be assessed for uncompleted work orders, and a failed inspection charge for uncompleted inspections.

26. I agree that if an emergency requires the Housing Authority to enter my unit, that I will hold the Housing Authority harmless in such circumstances (In the case of an emergency the Housing Authority will take reasonable precautions to prevent any pet from escaping or being injured.)
27. Residents who violate these rules are subject to:
- a) Being required to get rid of the pet within thirty (30) days of notice by the Housing Authority and/or
  - b) eviction
28. I agree to renew this Addendum at the below expiration date and at the expiration of the annual license.

**Insurance**

29. I agree to provide proof of renters insurance with a pet rider for any pet dog covered by this agreement, with the Housing Authority listed for notification.

I understand that permission to keep my pet on the premises can be revoked by the Authority if I fail to comply with the rules and regulations or permit my pet to become a nuisance.

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

**17. PHA Asset Management - (Not Applicable)**

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
  - Attached at Attachment G.
  - Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)
  - Considered comments, but determined that no changes to the PHA Plan were necessary.
  - The PHA changed portions of the PHA Plan in response to comments  
List changes below:
  - Other: (list below)

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

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

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

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

**D. Other Information Required by HUD**

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

## Attachments

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

### **ATTACHMENT A**

## **YEAR 2001 PROGRESS STATEMENT**

The Colorado Springs Housing Authority has thus far accomplished the following goals during 2001:

- Maintained 98% occupancy in public housing and Section 8 programs.
- Implemented two incremental voucher programs totaling 334 units.
- Completed construction on Creekside at Nor'wood (80-unit non-HUD affordable housing).
- Joined partnership, as General Manager, to develop 160-unit tax credit apartment complex. Issued \$10.3 million in bonds and started construction.
- Issued 75 second mortgages to first-time homebuyers.
- Rehabilitated 35 family public housing dwellings using Capital Fund programs.
- Actively working on acquisition of vacant land for development of new units.

**ATTACHMENT B**

**COLORADO SPRINGS HOUSING AUTHORITY  
BOARD OF COMMISSIONERS**

Mr. Terrence Zearth  
7 East Bijou, Suite 214  
Colorado Springs, CO 80903

Ms. Donnis Martin, Vice Chairman  
P. O. Box 1575 MC 1490  
Colorado Springs, CO 80901

Mr. James Ringe  
614 Park Terrace  
Colorado Springs, CO 80903

Mr. Wayne Williams, Chairman  
6 South Tejon, Suite 450  
Colorado Springs, CO 80903

Mr. Leon Young  
703 E. Fountain Boulevard  
Colorado Springs, CO 80903

Ms. Carol Diaz  
P. O. Box 1575 MC 1490  
Colorado Springs, CO 80901

**ATTACHMENT C**

**Required Attachment C: Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

**HOUSING AUTHORITY OF THE CITY OF COLORADO SPRINGS**

**RESIDENT COMMITTEE MEMBERS**

Marcella Leyba - Section 8  
1211 Houston Avenue  
Colorado Springs, CO 80910

Wendy Warren - Public Housing  
4212 Forest Hills Road, #C  
Colorado Springs, CO 80907

Lucy Dell - Manitou Springs  
509 Canon Avenue  
Manitou Springs, CO 80829

Melody A. Hamilton - Public Hsg.  
4530 Barkman Circle, N.  
Colorado Springs, CO 80916

Jill Arguello - Public Housing  
3255 Gothic Place  
Colorado Springs, CO 80917

Mary Johnson-Public Housing  
4065 Colony Hills Circle, N.  
Colorado Springs, CO 80916

Anita Flatt - Public Housing  
2501 King Street, #1  
Colorado Springs, CO 80904

Gerri D. Humberger - Public Housing  
895 Westmoreland Road #305  
Colorado Springs, CO 80907

Carol Diaz - Public Housing  
5470 Alteza  
Colorado Springs, CO 80917

Rory O'Donnell - Acacia Resident  
104 E. Platte Avenue, #306  
Colorado Springs, CO 80903

Dawn Archuleta - Public Housing  
365 Vehr Drive, #1  
Colorado Springs, CO 80916

Dolores Bray-Acacia Resident  
104 E. Platte Avenue, #319  
Colorado Springs, CO 80903

Arslie Thorps  
115 Kokomo Street, #A  
Colorado Springs, CO 80911

John Coleman-Acacia Resident  
104 E. Platte Avenue, #213  
Colorado Springs, CO 80903

ATTACHMENT D

**Required Attachment D: Resident Member on the PHA Governing Board**

1.  Yes  No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: Carol Diaz

B. How was the resident board member selected: (select one)?

Elected

Appointed

C. The term of appointment is (include the date term expires): 1/20/00 - 4/01/05

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis

the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

B. Date of next term expiration of a governing board member: 4/01/02

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Mayor Mary Lou Makepeace

## ATTACHMENT E

CO 28-16

Contractor's Bond	\$ 12,000	All items to begin in FY 2003
General Conditions	\$ 12,000	
Demolition and Clearing		
General Excavation		
Footing Excavation		
Backfill, sump pumps	\$ 4,030	
Foundation Piles & Caissons		
Concrete Foundations		
Concrete Superstructures		
Reinforcing Steel		
Waterproofing & Dampproofing		
Spandrel Waterproofing		
Structural Steel		
Masonry		
Stonework		
Miscellaneous & Ornamental Metal		
Replace Windows	\$ 35,110	
Roofing	\$ 21,650	
Gutters, Downs, Splash Blocks	\$ 2,600	
Rough Carpentry, Garage Doors	\$ 8,500	
Metal Bucks		
Caulking		
Weatherstripping		
Lath & Plastering-Drywall, Wall Tile	\$ 6,500	
Stucco, Exterior Paint, Vinyl Siding	\$ 39,000	
Finish Carpentry, Passage Doors and	\$ 19,827	
Finish Hardware		
Glass & Glazing		
Ext Metal Doors, Screen Doors	\$ 4,000	
Metal Base and Trim		
Toilet Partitions		
Floors, Subfloors, Refinish Floors, Cover	\$ 19,500	
Painting & Decorating	\$ 8,000	
Screens		
Plumbing, Hot Water Heaters, Sinks, Faucets, Shut Offs, Supply Lines, Etc.	\$ 15,850	
Heating, Furnaces, Boilers, Thermostats	\$ 12,175	
Ventilating System		
Electrical	\$ 6,950	
Elevators		
Elevator Enclosures-Metal		
Incinerators-Masonry & Parts		

Other		
Other		
Retaining Walls		
Storm Sewers		
Sanitary Sewers		
Water Distribution System		
Gas Distribution System		
Electrical Distribution System		
Street & Yard Lighting		
Fire & Police Alarm System		
Fire Protection System		
Street Work, Sidewalks, Parking, Conc	\$ 39,150	
Stumps, Tree Trimming, Shrubbery and	\$ 800	
Yard Work		
Fencing, Sheds, Clotheslines	\$ 17,550	
Shades and Drapery Rods		
Ranges	\$ 3,125	
Refrigerators	\$ 3,850	
Kitchen Cabinets & Work Tables	\$ 17,650	
Laundry Equipment		
I.D. Devices, Extinguishers, Etc.	\$ 650	
Punch List	\$ 240	
Lawns and Planting	\$ 16,450	
Relocation	\$ 7,000	
Programming for Golden Circle	\$ 5,000	
Improvements to Mtc Auto Systems	\$ 10,000	
Improvements to Acctg Auto Systems	\$ 15,000	
Administration	\$107,000	
<b>Total estimated cost over next 5 years</b>	<b>\$471,157</b>	

CO 28-20

Contractor's Bond	\$ 31,000	Activities are scheduled to begin in FY 2003
General Conditions	\$ 31,000	
Demolition and Clearing		
General Excavation		
Footing Excavation		
Backfill, sump pumps	\$ 10,230	
Foundation Piles & Caissons		
Concrete Foundations		
Concrete Superstructures		
Reinforcing Steel		
Waterproofing & Dampproofing		
Spandrel Waterproofing		
Structural Steel		
Masonry		
Stonework		
Miscellaneous & Ornamental Metal		
Replace Windows	\$ 85,595	

Roofing	\$ 55,000
Gutters, Downs, Splash Blocks	\$ 6,600
Rough Carpentry, Garage Doors	\$ 30,580
Metal Bucks	
Caulking	
Weatherstripping	
Lath & Plastering-Drywall, Wall Tile	
Stucco, Ext. Paint, Vinyl Siding	\$ 99,000
Finish Carpentry, Passage Doors and	\$ 50,754
Finish Hardware	
Glass & Glazing	
Ext. Metal Doors, Screen Doors	\$ 10,120
Metal Base and Trim	
Toilet Partitions	
Floors, Subfloors, Refinish Floors, Cover	\$ 49,500
Painting & Decorating	\$ 20,614
Screens	
Plumbing, Hot Water Heaters, Sinks,	\$ 40,150
Faucets, Shut Offs, Supply Lines, Etc.	
Heating, Furnaces, Boilers, Thermostats	\$ 30,910
Ventilating System	
Electrical Upgrades	\$ 17,600
Elevators	
Elevator Enclosures-Metal	
Incinerators-Masonry & Parts	
Other	
Other	
Retaining Walls	
Storm Sewers	
Sanitary Sewers	
Water Distribution System	
Gas Distribution System	
Electrical Distribution System	
Street & Yard Lighting	
Fire & Police Alarm System	
Fire Protection System	
Street Work, Sidewalks, Parking, Conc.	\$ 99,374
Stumps, Tree Trimming, Shrubbery, &	\$ 2,200
Yard Work	
Fencing, Sheds, Clotheslines	\$ 44,550
Shades and Drapery Rods	
Ranges and Range Hoods	\$ 7,942
Refrigerators	\$ 9,790
Kitchen Cabinets & Vanities	\$ 44,814
Laundry Equipment	
I.D. Devices, Extinguishers, Etc.	\$ 1,650
Punch List	\$ 500
Lawns and Planting	\$ 41,756
Relocation	\$ 17,600
Improvements to Actg Automated Data	

Programming for Golden Circle Improvements to Mtc Automated Systems Administration		
<b>Total estimated cost over next 5 years</b>	<b>\$838,829</b>	

CO 28-23

Contractor's Bond	\$ 36,000	All activities are scheduled to begin FY 2005
General Conditions	\$ 36,000	
Demolition and Clearing		
General Excavation		
Footing Excavation		
Backfill, sump pumps	\$ 12,090	
Foundation Piles & Caissons		
Concrete Foundations		
Concrete Superstructures		
Reinforcing Steel		
Waterproofing & Dampproofing		
Spandrel Waterproofing		
Structural Steel		
Masonry		
Stonework		
Miscellaneous & Ornamental Metal		
Replace Windows	\$ 78,000	
Roofing	\$ 56,024	
Gutters, Downs, Splash Blocks	\$ 7,800	
Rough Carpentry, Garage Doors	\$ 55,640	
Metal Bucks		
Caulking		
Weatherstripping, Insulation	\$ 2,730	
Lath & Plastering-Drywall, Wall Tile	\$ 39,000	
Stucco, Ext. Paint, Vinyl Siding	\$ 105,635	
Finish Carpentry, Passage Doors and	\$ 51,792	
Finish Hardware		
Glass & Glazing		
Ext. Metal Doors, Screen Doors	\$ 38,116	
Metal Base and Trim		
Toilet Partitions		
Floors, Subfloors, Refinish Floors, Cover	\$ 58,500	
Painting & Decorating	\$ 24,362	
Screens		
Plumbing, Hot Water Heaters, Sinks, Faucets, Shut Offs, Supply Lines, Etc.	\$ 46,800	
Heating, Furnaces, Boilers, Thermostats	\$ 33,800	
Ventilating System		
Electrical Upgrades	\$ 19,500	
Elevators		
Elevator Enclosures-Metal		
Incinerators-Masonry & Parts		

Other		
Other		
Retaining Walls		
Storm Sewers		
Sanitary Sewers		
Water Distribution System		
Gas Distribution System		
Electrical Distribution System		
Street & Yard Lighting		
Fire & Police Alarm System		
Fire Protection System		
Street Work, Sidewalks, Parking, Conc.	\$ 91,000	
Stumps, Tree Trimming, Shrubbery, & Yard Work	\$ 2,600	
Fencing, Sheds, Clotheslines	\$ 52,650	
Shades and Drapery Rods	\$ 5,330	
Ranges and Range Hoods	\$ 9,490	
Refrigerators	\$ 11,570	
Kitchen Cabinets & Vanities	\$ 52,962	
Laundry Equipment	\$ 1,950	
I.D. Devices, Extinguishers, Etc.	\$ 1,950	
Punch List	\$ 575	
Lawns and Planting	\$ 39,756	
Relocation	\$ 14,846	
Improvements to Actg Automated Data	\$ 15,000	
Programming for Golden Circle	\$ 5,000	
Improvements to Mtc Automated Systems	\$ 10,000	
Administration	\$ 107,000	
Fees and Costs	\$ 16,500	
<b>Total estimated cost over next 5 years</b>	<b>\$1,139,968</b>	

CO 28-24

Contractor's Bond	\$ 45,000	Activities are anticipated to begin in FY 2004
General Conditions	\$ 45,000	
Demolition and Clearing		
General Excavation		
Footing Excavation		
Backfill, sump pumps	\$ 16,275	
Foundation Piles & Caissons		
Concrete Foundations		
Concrete Superstructures		
Reinforcing Steel		
Waterproofing & Dampproofing		
Spandrel Waterproofing		
Structural Steel		
Masonry		
Stonework		
Miscellaneous & Ornamental Metal		

Replace Windows	\$ 105,000
Roofing	\$ 78,525
Gutters, Downs, Splash Blocks	\$ 10,500
Rough Carpentry, Garage Doors	\$ 79,185
Metal Bucks	
Caulking	
Weatherstripping, Insulation	\$ 3,675
Lath & Plastering-Drywall, Wall Tile	\$ 50,250
Stucco, Ext. Paint, Vinyl Siding	\$ 98,945
Finish Carpentry, Passage Doors and	\$ 69,220
Finish Hardware	
Glass & Glazing	
Ext. Metal Doors, Screen Doors	\$ 46,396
Metal Base and Trim	
Toilet Partitions	
Floors, Subfloors, Refinish Floors, Cover	\$ 78,750
Painting & Decorating	\$ 32,795
Screens	
Plumbing, Hot Water Heaters, Sinks,	\$ 63,875
Faucets, Shut Offs, Supply Lines, Etc.	
Heating, Furnaces, Boilers, Thermostats	\$ 45,500
Ventilating System	
Electrical Upgrades	\$ 28,000
Elevators	
Elevator Enclosures-Metal	
Incinerators-Masonry & Parts	
Other	
Other	
Retaining Walls	
Storm Sewers	
Sanitary Sewers	
Water Distribution System	
Gas Distribution System	
Electrical Distribution System	
Street & Yard Lighting	
Fire & Police Alarm System	
Fire Protection System	
Street Work, Sidewalks, Parking, Conc.	\$ 131,653
Stumps, Tree Trimming, Shrubbery, &	\$ 3,500
Yard Work	
Fencing, Sheds, Clotheslines	
Shades and Drapery Rods	\$ 7,175
Ranges and Range Hoods	\$ 12,725
Refrigerators	\$ 15,575
Kitchen Cabinets & Vanities	\$ 71,300
Laundry Equipment	
I.D. Devices, Extinguishers, Etc.	\$ 2,625
Punch List	\$ 750
Lawns and Planting	\$ 70,875
Relocation	\$ 20,000

Improvements to Actg Automated Data	\$ 15,000	
Programming for Golden Circle	\$ 5,000	
Improvements to Mtc Automated Systems	\$ 10,000	
Administration	\$ 107,000	
Fees & Costs	\$ 16,500	
<b>Total estimated cost over next 5 years</b>	<b>\$1,386,569</b>	

CO 28-25

Contractor's Bond	\$ 22,500	All activities are scheduled to begin in FY 2006
General Conditions	\$ 22,500	
Demolition and Clearing		
General Excavation		
Footing Excavation		
Backfill, sump pumps	\$ 8,137	
Foundation Piles & Caissons		
Concrete Foundations		
Concrete Superstructures		
Reinforcing Steel		
Waterproofing & Dampproofing		
Spandrel Waterproofing		
Structural Steel		
Masonry		
Stonework		
Miscellaneous & Ornamental Metal		
Replace Windows	\$ 52,500	
Roofing	\$ 39,263	
Gutters, Downs, Splash Blocks	\$ 5,250	
Rough Carpentry, Garage Doors	\$ 39,592	
Metal Bucks		
Caulking		
Weatherstripping	\$ 1,837	
Lath & Plastering-Drywall, Wall Tile	\$ 25,125	
Stucco, Ext. Paint, Vinyl Siding	\$ 49,472	
Finish Carpentry, Passage Doors and	\$ 34,610	
Finish Hardware		
Glass & Glazing		
Ext. Metal Doors, Screen Doors	\$ 23,198	
Metal Base and Trim		
Toilet Partitions		
Floors, Subfloors, Refinish Floors, Cover	\$ 39,375	
Painting & Decorating	\$ 16,397	
Screens		
Plumbing, Hot Water Heaters, Sinks,	\$ 31,937	
Faucets, Shut Offs, Supply Lines, Etc.		
Heating, Furnaces, Boilers, Thermostats	\$ 22,750	
Ventilating System		

Electrical Upgrades	\$ 14,000	
Elevators		
Elevator Enclosures-Metal		
Incinerators-Masonry & Parts		
Other		
Other		
Retaining Walls		
Storm Sewers		
Sanitary Sewers		
Water Distribution System		
Gas Distribution System		
Electrical Distribution System		
Street & Yard Lighting		
Fire & Police Alarm System		
Fire Protection System		
Street Work, Sidewalks, Parking, Conc.	\$ 65,826	
Stumps, Tree Trimming, Shrubbery, & Yard Work	\$ 1,750	
Fencing, Sheds, Clotheslines		
Shades and Drapery Rods	\$ 3,587	
Ranges and Range Hoods	\$ 6,362	
Refrigerators	\$ 7,787	
Kitchen Cabinets & Vanities	\$ 35,650	
Laundry Equipment		
I.D. Devices, Extinguishers, Etc.	\$ 1,312	
Punch List	\$ 375	
Lawns and Planting	\$ 35,437	
Relocation	\$ 10,000	
Improvements to Actg Automated Data	\$ 10,000	
Programming for Golden Circle	\$ 5,000	
Improvements to Mtc Automated Systems	\$ 10,000	
Administration	\$120,000	
Fees and Costs	\$ 10,875	
<b>Total estimated cost over next 5 years</b>	<b>\$772,404</b>	

CO 28-28

Contractor's Bond	\$ 22,500	All activities are
General Conditions	\$ 22,500	scheduled to
Demolition and Clearing		begin in FY 2006
General Excavation		
Footing Excavation		
Backfill, sump pumps	\$ 8,137	
Foundation Piles & Caissons		
Concrete Foundations		
Concrete Superstructures		
Reinforcing Steel		
Waterproofing & Dampproofing		

Spandrel Waterproofing	
Structural Steel	
Masonry	
Stonework	
Miscellaneous & Ornamental Metal	
Replace Windows	\$ 52,500
Roofing	\$ 39,263
Gutters, Downs, Splash Blocks	\$ 5,250
Rough Carpentry, Garage Doors	\$ 39,592
Metal Bucks	
Caulking	
Weatherstripping	\$ 1,837
Lath & Plastering-Drywall, Wall Tile	\$ 25,125
Stucco, Ext. Paint, Vinyl Siding	\$ 49,472
Finish Carpentry, Passage Doors and	\$ 34,610
Finish Hardware	
Glass & Glazing	
Ext. Metal Doors, Screen Doors	\$ 23,198
Metal Base and Trim	
Toilet Partitions	
Floors, Subfloors, Refinish Floors, Cover	\$ 39,375
Painting & Decorating	\$ 16,397
Screens	
Plumbing, Hot Water Heaters, Sinks,	\$ 31,937
Faucets, Shut Offs, Supply Lines, Etc.	
Heating, Furnaces, Boilers, Thermostats	\$ 22,750
Ventilating System	
Electrical Upgrades	\$ 14,000
Elevators	
Elevator Enclosures-Metal	
Incinerators-Masonry & Parts	
Other	
Other	
Retaining Walls	
Storm Sewers	
Sanitary Sewers	
Water Distribution System	
Gas Distribution System	
Electrical Distribution System	
Street & Yard Lighting	
Fire & Police Alarm System	
Fire Protection System	
Street Work, Sidewalks, Parking, Conc.	\$ 65,826
Stumps, Tree Trimming, Shrubbery, &	\$ 1,750
Yard Work	
Fencing, Sheds, Clotheslines	
Shades and Drapery Rods	\$ 3,587
Ranges and Range Hoods	\$ 6,362
Refrigerators	\$ 7,787
Kitchen Cabinets & Vanities	\$ 35,650

Laundry Equipment	
I.D. Devices, Extinguishers, Etc.	\$ 1,312
Punch List	\$ 375
Lawns and Planting	\$ 35,437
Relocation	\$ 10,000
Improvements to Actg Automated Data	\$ 10,000
Programming for Golden Circle	\$ 5,000
Improvements to Mtc Automated Systems	\$ 10,000
Administration	\$120,000
<b>Fees and Costs</b>	<b>\$ 10,875</b>

ATTACHMENT F

**Public Housing Drug Elimination Program Plan**

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

**Annual PHDEP Plan Table of Contents:**

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

**Section 1: General Information/History**

- A. **Amount of PHDEP Grant \$162,061**
- B. **Eligibility type (Indicate with an “x”) N1 X N2 \_\_\_\_\_ R \_\_\_\_\_**
- C. **FFY in which funding is requested - 2000**
- D. **Executive Summary of Annual PHDEP Plan**

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

Physical improvements to public housing property to include lighting, fences, speed bumps, landscaping, common area reconfiguration, door and window security improvements.  
 Youth activities to include day camps, educational and activity trips, youth sports.  
 Neighborhood watch program presentations for the multi-family sites.

**E. Target Areas**

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

<b>PHDEP Target Areas (Name of development(s) or site)</b>	<b>Total # of Units within the PHDEP Target Area(s)</b>	<b>Total Population to be Served within the PHDEP Target Area(s)</b>
Housing Authority of the City of Colorado Springs	707	1,694

**F. Duration of Program**

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

6 Months \_\_\_\_\_ 12 Months \_\_\_\_\_ 18 Months \_\_\_\_\_ 24  
 Months  X  Other \_\_\_\_\_

**G. PHDEP Program History**

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	0				
FY 1996	0				
FY 1997	0				
FY1998	0				
FY 1999	0				

**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.

**Strategy will be focused on resident security and youth activity for residents of public housing units. Security will be enhanced by creating "defensible space" around public housing units. Youth activities will be provided by the YMCA.**

**B. PHDEP Budget Summary**

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

FY 2001 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	110,000
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	52,061

<b>TOTAL PHDEP FUNDING</b>	162,061

### 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.

<b>9110 - Reimbursement of Law Enforcement</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

<b>9120 - Security Personnel</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

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

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

<b>9150 - Physical Improvements</b>						<b>Total PHDEP Funding: \$110,000</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indi
1.Security Improvements			04/01/01	12/31/02	110,000		Reduced drug crim
2.							
3.							

<b>9160 - Drug Prevention</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indi
1.							
2.							
3.							

<b>9170 - Drug Intervention</b>						<b>Total PHDEP Funding: \$</b>	
Goal(s)							
Objectives							

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indi
1.							
2.							
3.							

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

<b>9190 - Other Program Costs</b>						<b>Total PHDEP Funds: \$52,061</b>	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indi
1.Youth Activities			06/01/01	08/31/02	18,100		Successful Participi
2.Safety Programs			01/01/01	11/30/02	10,500		Group Sessions
3.Administrative			09/01/01	11/30/02	23,461		

### **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	25% Expenditure	Total PHDEP	50% Obligation of	Total PHDEP
-------------	-----------------	-------------	-------------------	-------------

<b>Item #</b>	<b>of Total Grant Funds By Activity #</b>	<b>Funding Expended (sum of the activities)</b>	<b>Total Grant Funds by Activity #</b>	<b>Funding Obligated (sum of the activities)</b>
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150	1	65,000		\$110,000
9160				
9170				
9180				
9190	1, 2, 3	31,000		52,061
<b>TOTAL</b>		\$96,000		\$162,061

**Section 4: Certifications**

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



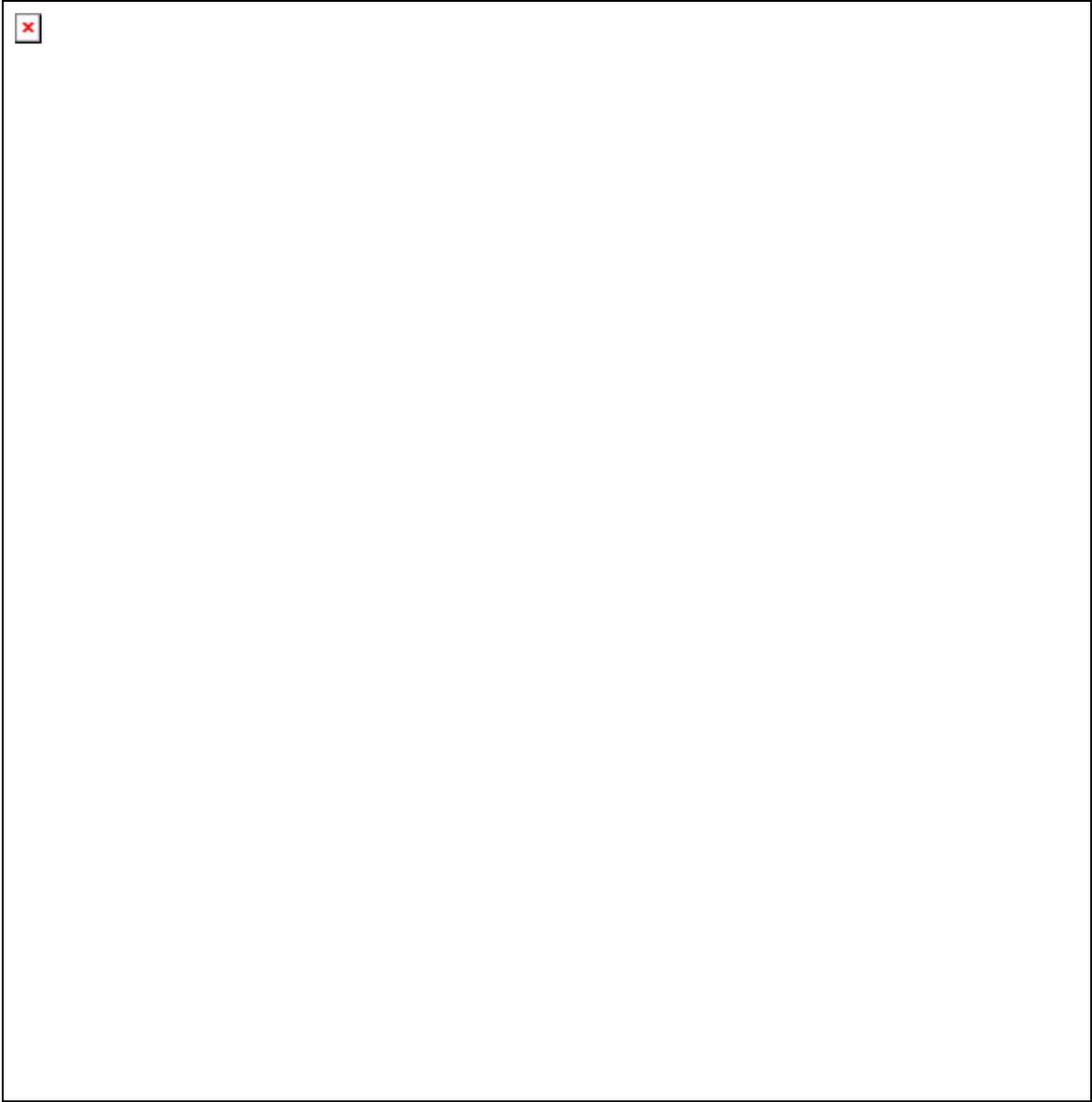




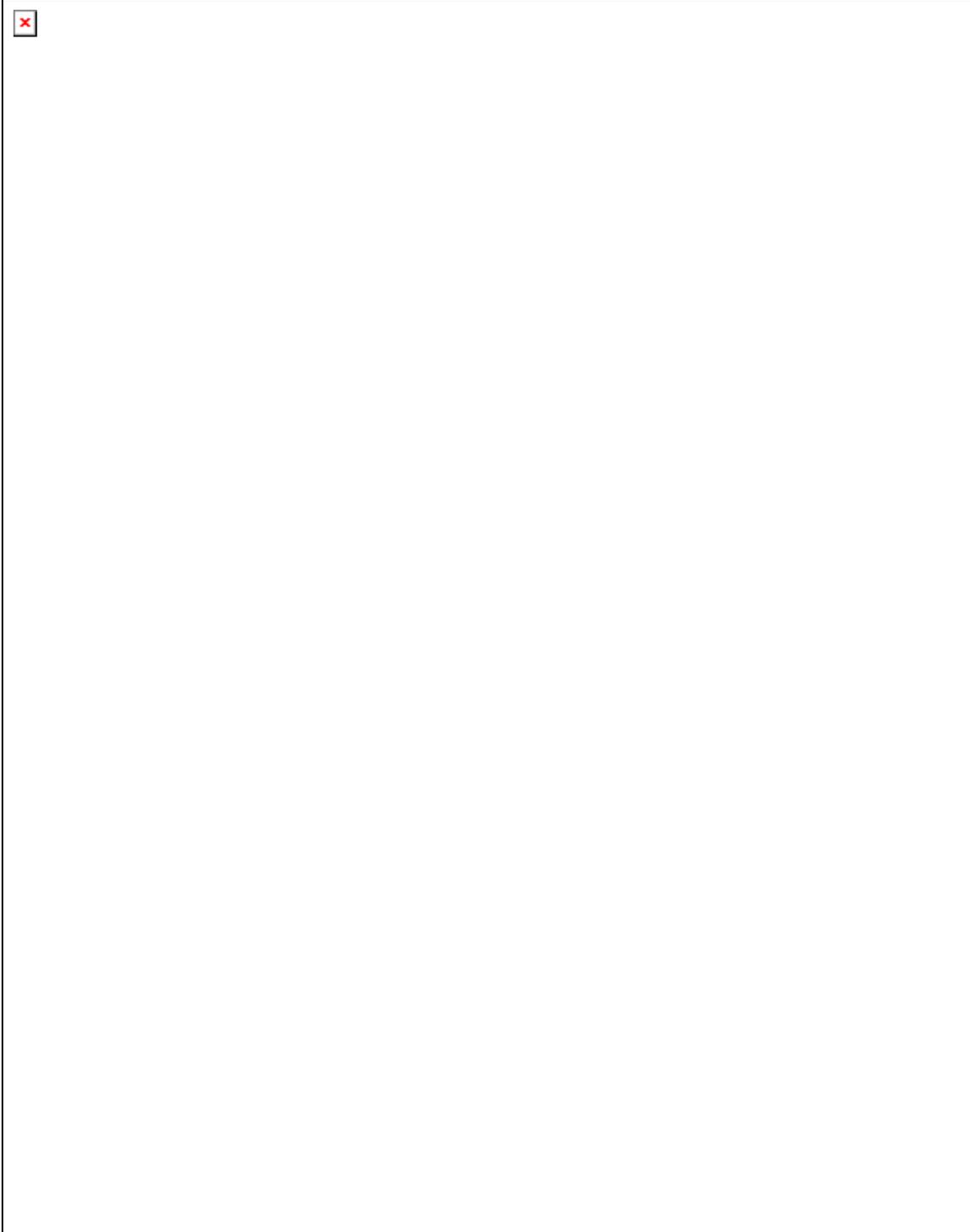
# ATTACHMENT G



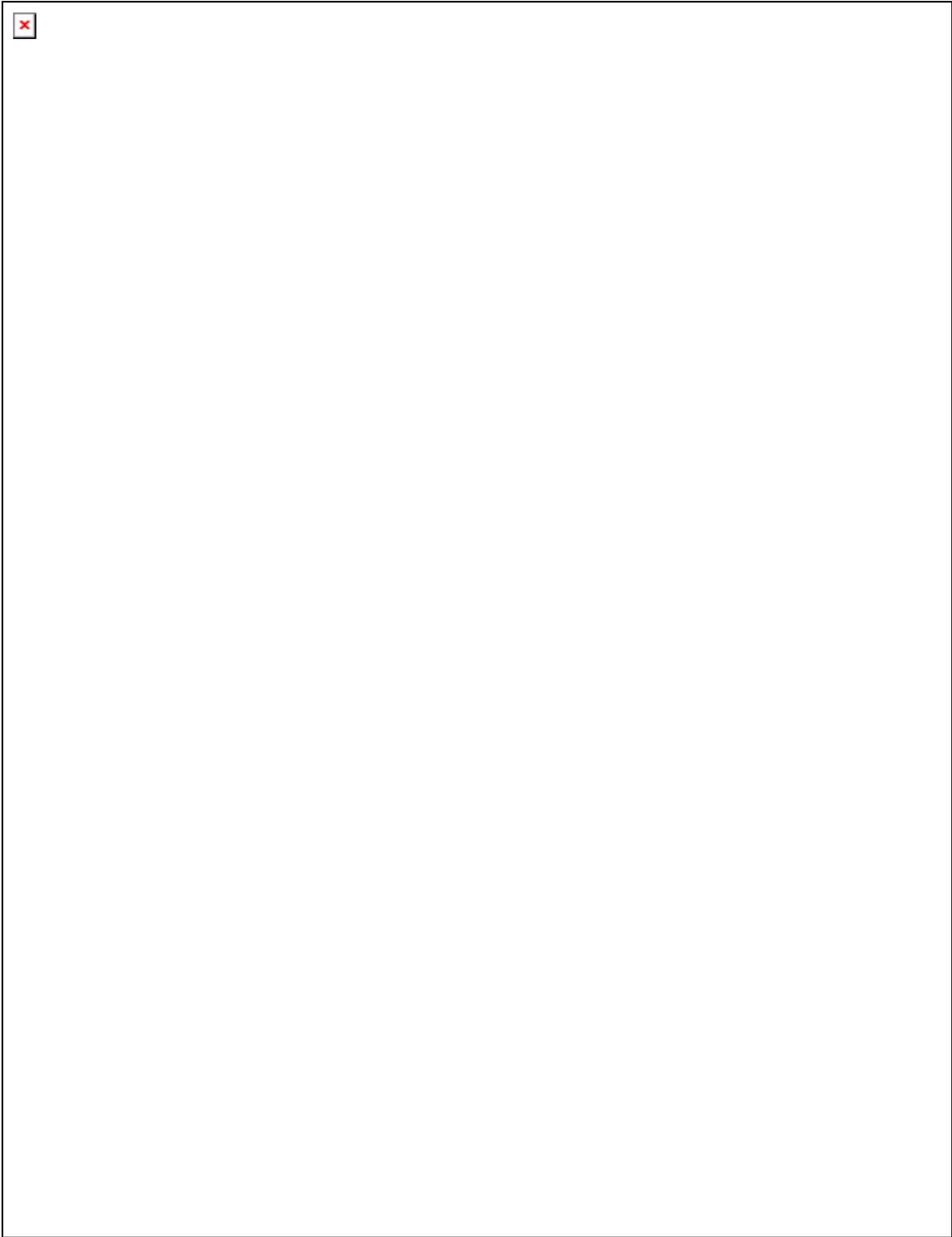


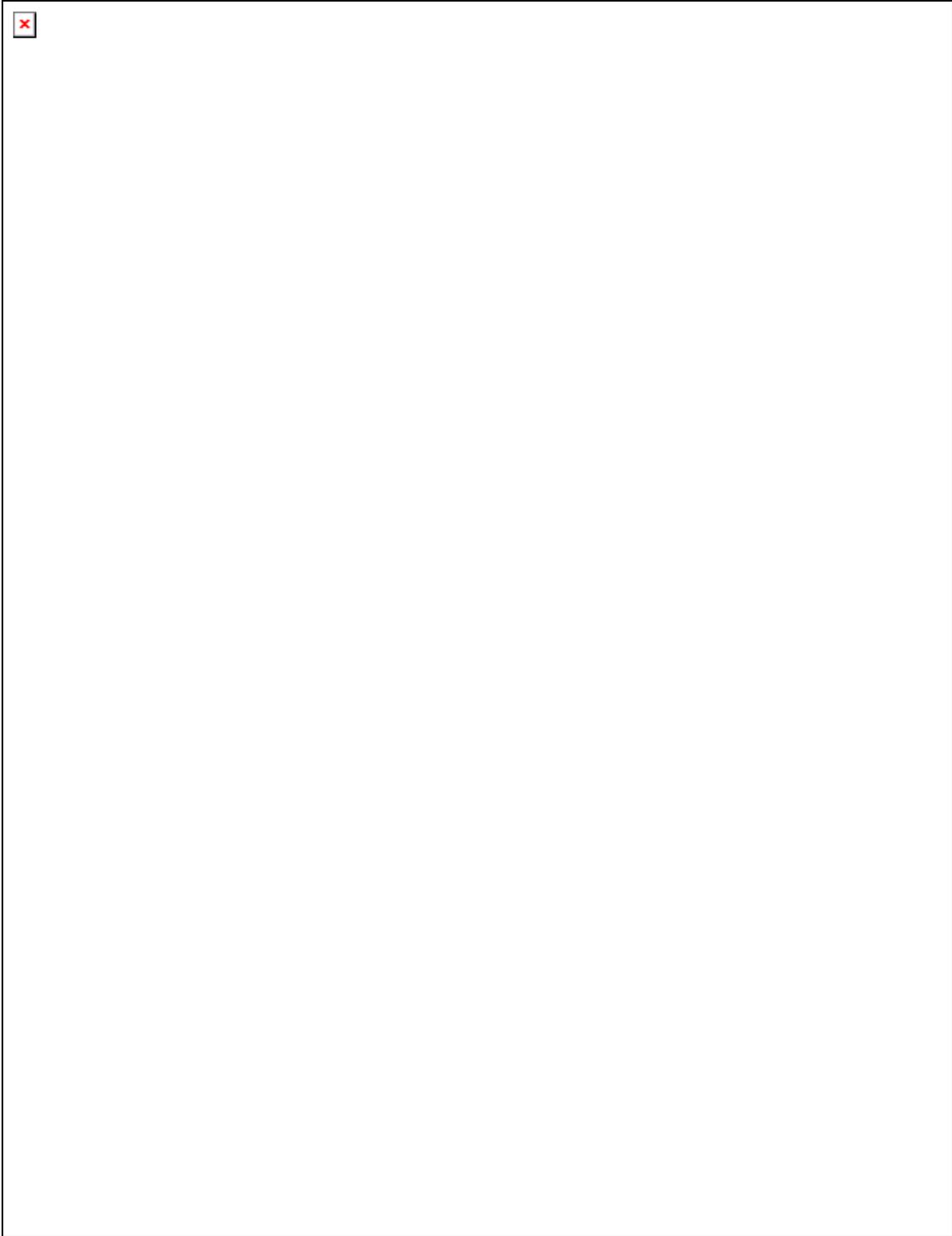


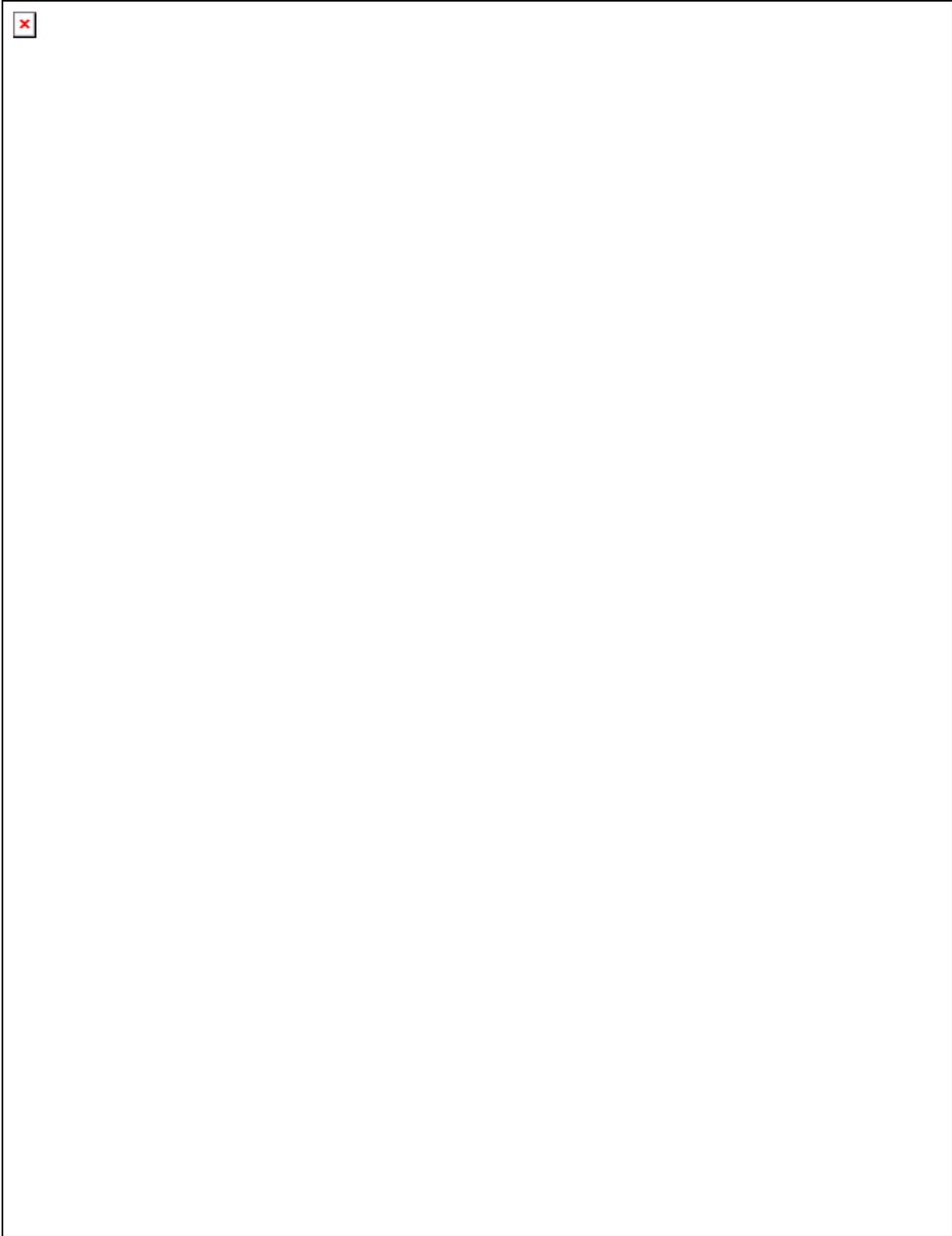
## ATTACHMENT H

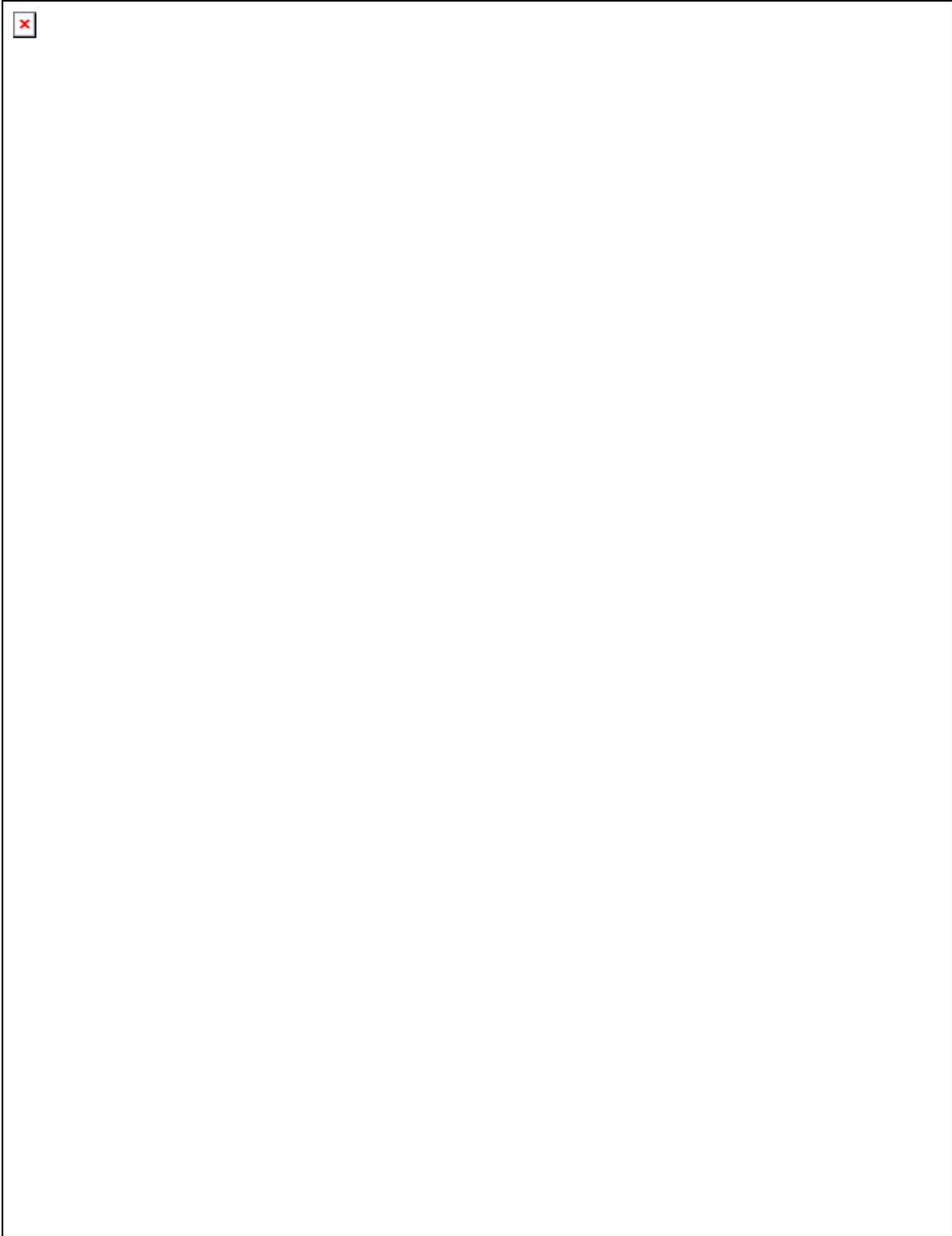


**ATTACHMENT I: COMMENTS FROM PUBLIC HEARING**



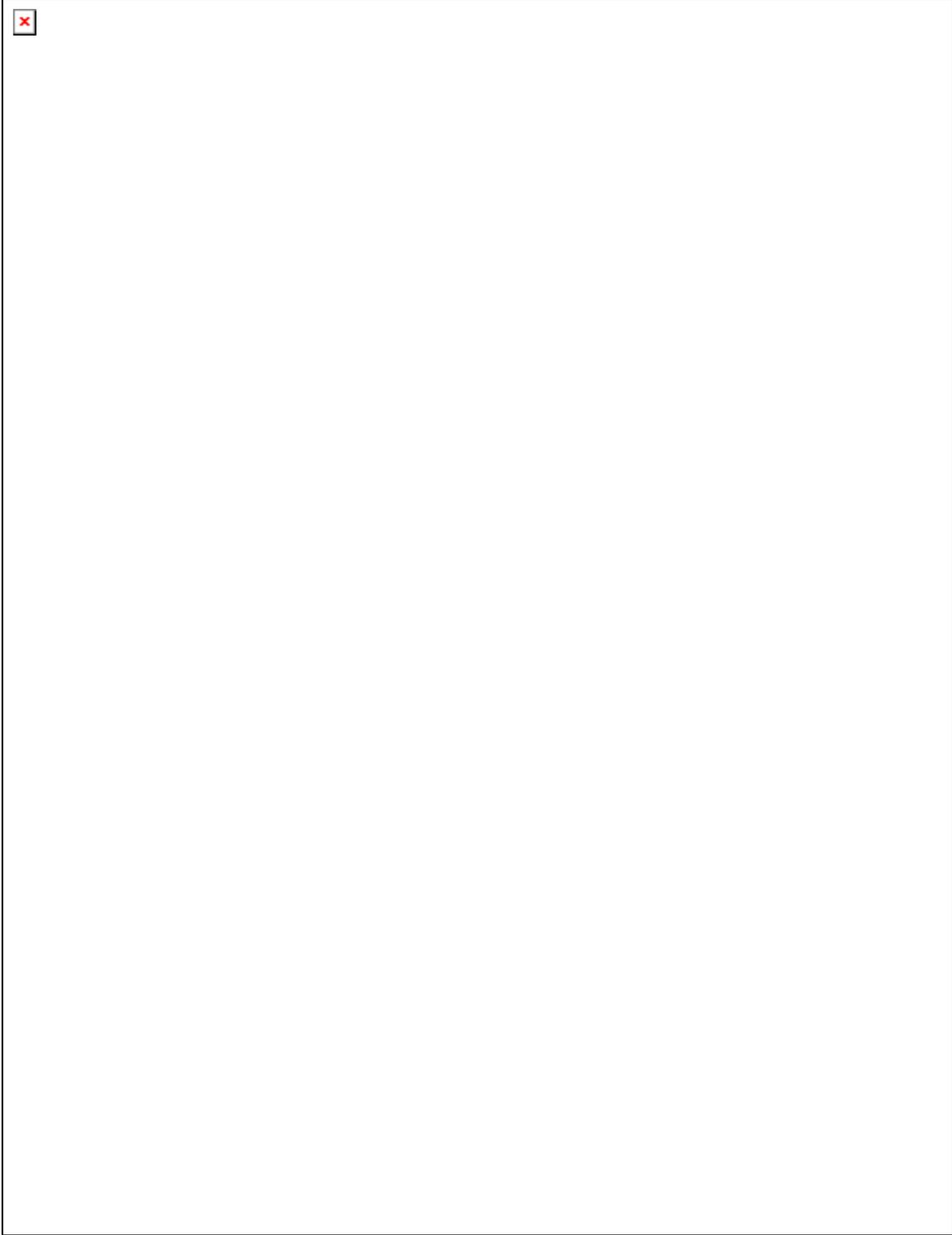


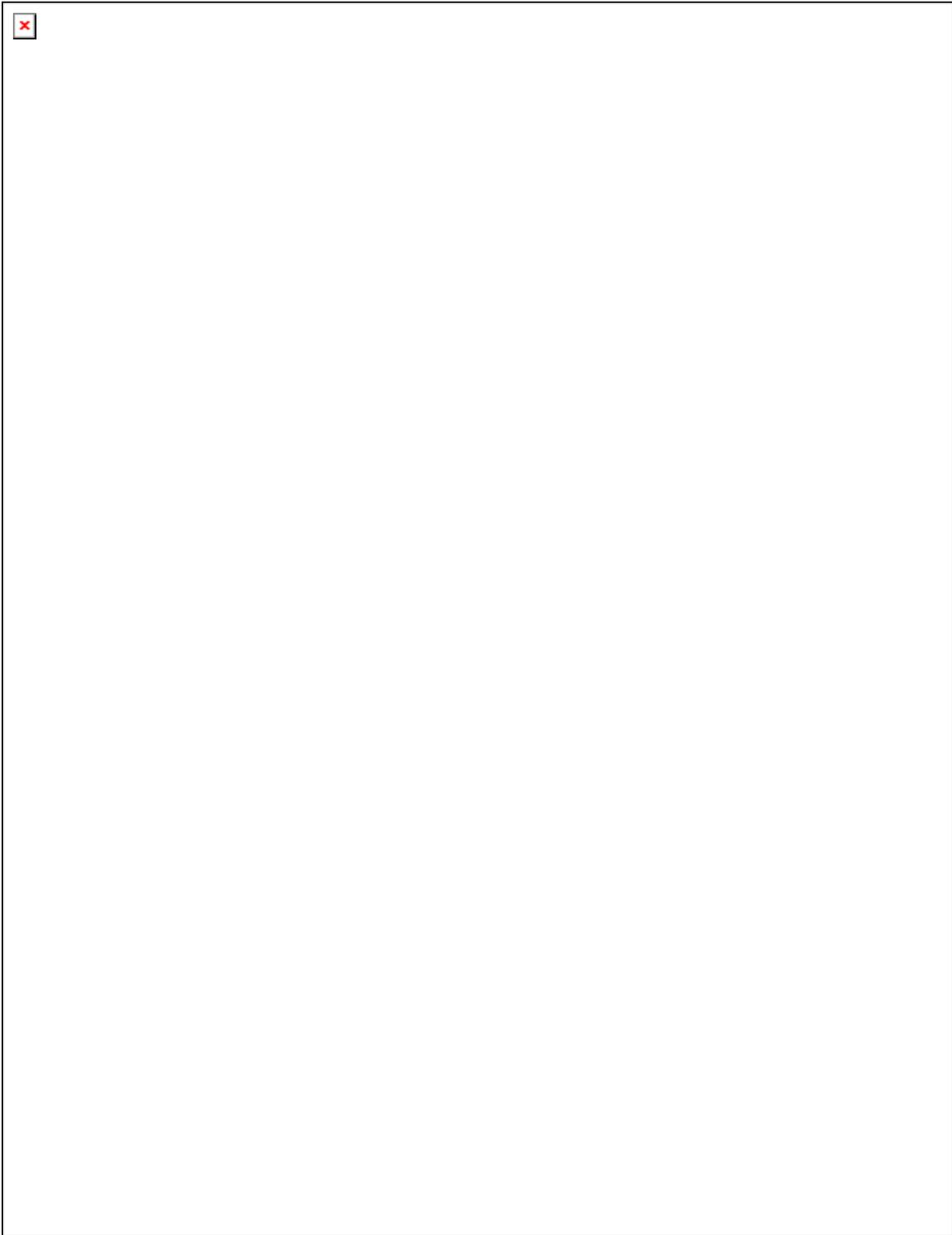


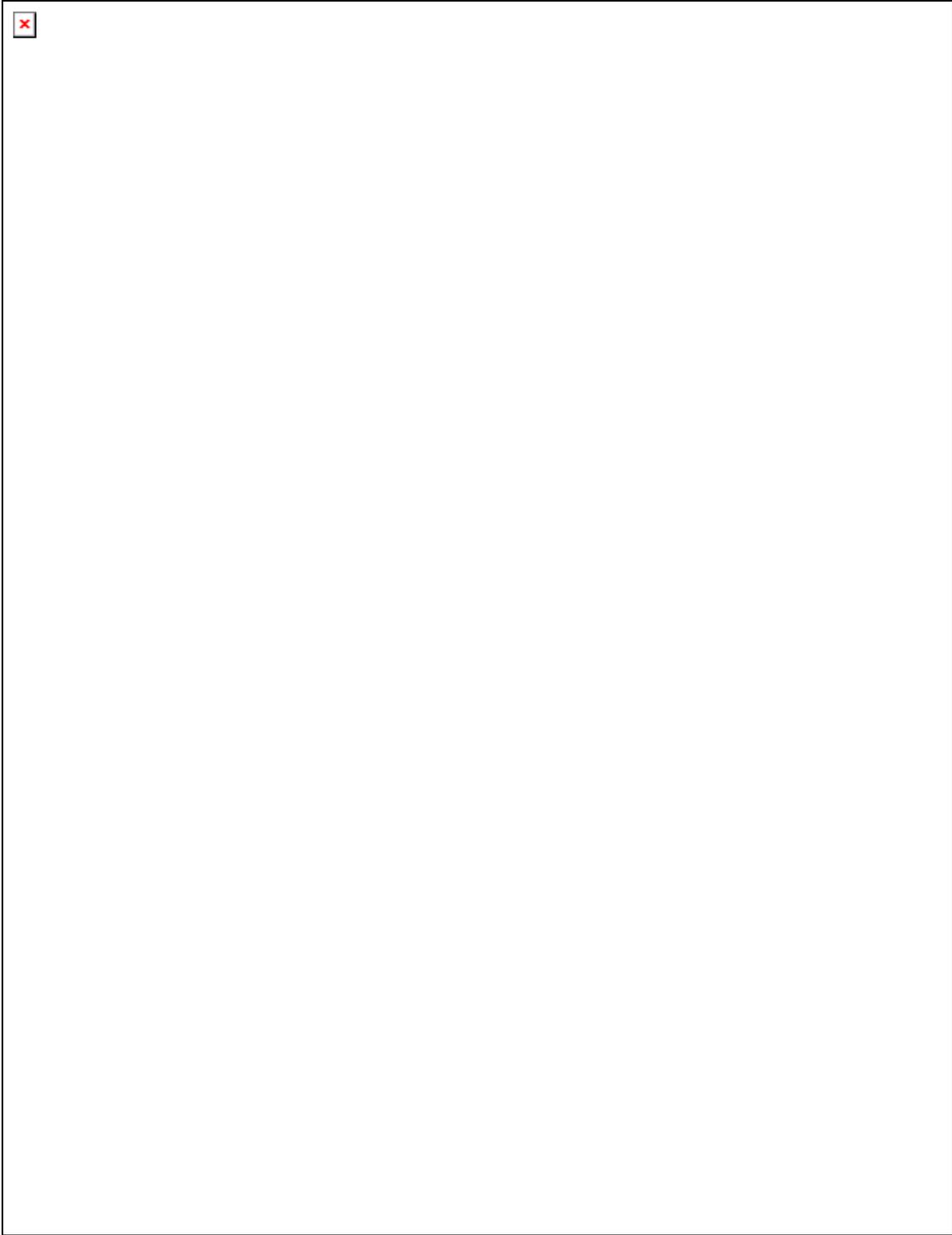


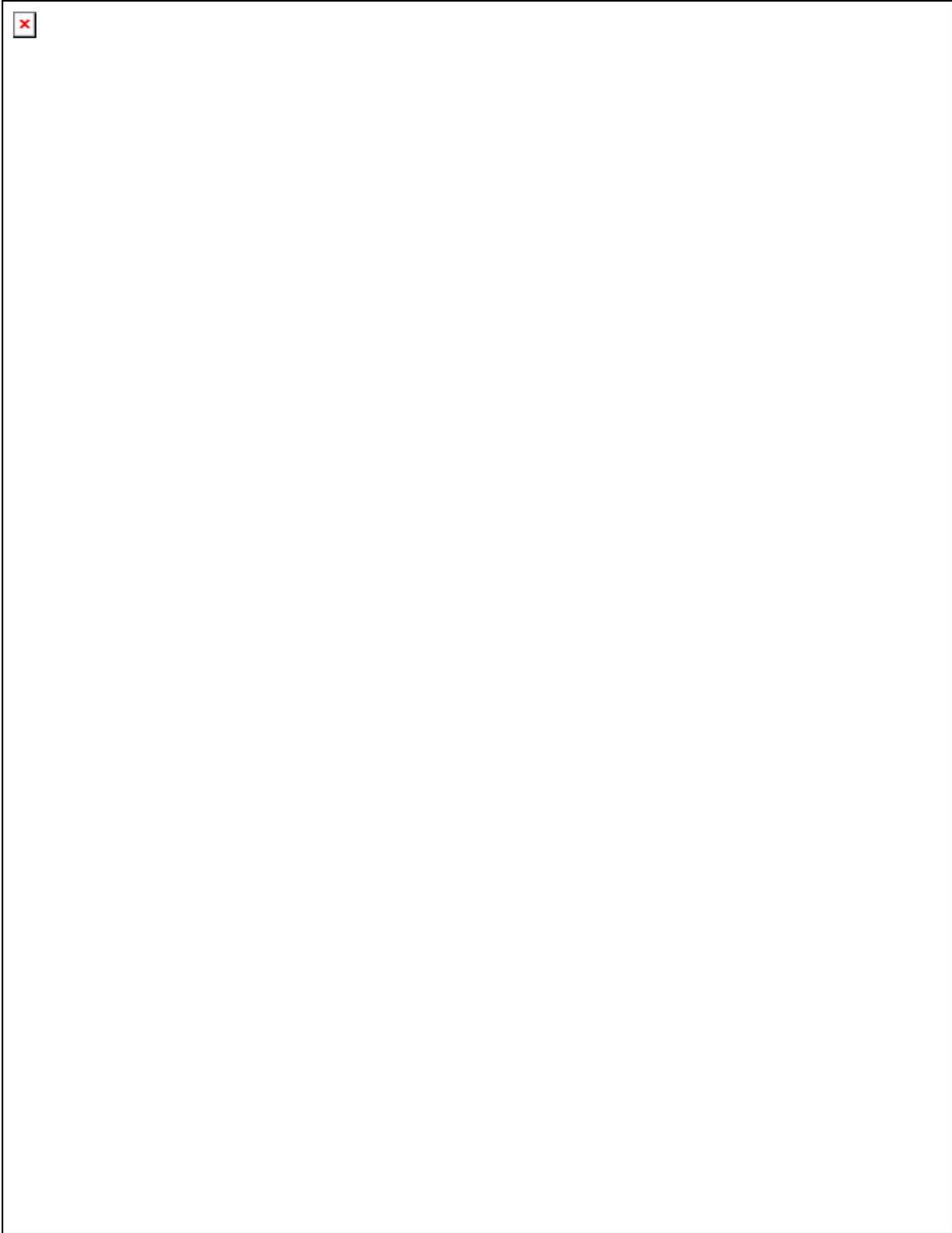


## ATTACHMENT J: HUD CERTIFICATIONS









# PHA Plan Table Library

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

### Annual Statement

### Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number CO06P02850102 FFY of Grant Approval: 2002

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	\$0.00
2	1406 Operations	\$0.00
3	1408 Management Improvements	\$25,000
4	1410 Administration	\$107,035.00
5	1411 Audit	\$500.00
6	1415 Liquidated Damages	\$0.00
7	1430 Fees and Costs	\$15,000.00
8	1440 Site Acquisition	\$0.00
9	1450 Site Improvement	\$278,120.00
10	1460 Dwelling Structures	\$765,416.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$93,046.00
12	1470 Nondwelling Structures	\$0.00
13	1475 Nondwelling Equipment	\$3,750.00
14	1485 Demolition	\$0.00
15	1490 Replacement Reserve	\$0.00
16	1492 Moving to Work Demonstration	\$0.00
17	1495.1 Relocation Costs	\$8,000.00
18	1498 Mod Used for Development	\$0.00
19	1502 Contingency	\$0.00
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$1,295,867.00</b>
21	Amount of line 20 Related to LBP Activities	\$0.00
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	\$122,924.00

24	Amount of line 20 Related to Energy Conservation Measures	\$445,642.00
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CO. 28-01 (61 Units) Acacia Park Apts.	Remove 14 existing windows and frames. Replace with glass block	1460	\$24,000
CO. 28-02 (33 Units) Scattered Sites	Remove and replace existing composition board siding with vinyl siding. Install exterior insulation at 13 units. Replace/repair metal clad fascia, soffits, eaves as needed Replace/repair gutters and downspouts as needed.	1460	\$220,800
CO. 28-10 (50 Units) Kathryn Bates Apts.	Replace entry locks, passage door latching sets with HA standard hardware	1460	\$31,000
CO. 28-14 (60 Units) Crestview Apts.	Replace entry locks, passage door latching sets with HA standard hardware	1460	\$30,600

CO. 28-11 (14 Units)	Replace refrigerators	1465.1	\$5,340
	Replace ranges	1465.1	\$3,732
	Replace/install range hoods	1465.1	\$600
	Install new blinds and drapery rods	1465.1	\$2,460
	Replace kitchen cabinets, bath vanities	1465.1	\$24,444
	Replace washer boxes, faucets, dryer vents	1465.1	\$900
	Replace shelves, brackets	1465.1	\$3,600
	Replace bath fans	1465.1	\$600
	Replace/install screen doors	1465.1	\$4,444
	Relocation	1495.1	\$4,000
	Backfill for positive drainage, install sump pumps	1450	\$5,580
	Replace sidewalks, stoops, driveways, and parking areas	1450	\$55,504
	Yard work, remove stumps, trim trees and shrubs, remove vegetation	1450	\$900
	Install sod, trees, shrubs, landscaping, repair sprinkler systems	1450	22,776
	Replace/install fencing, clotheslines, sheds	1450	\$24,300
	Replace windows and window screens	1460	\$33,000
	Replace roofs, vents	1460	\$27,000
	Install new gutters, downspouts, splashblocks	1460	\$3,600
	Rough carpentry and framing	1460	\$8,000
	Insulation of attics, crawlspaces, and installation of vapor barriers	1460	\$1,260
	Repair/replace lath & plaster, drywall, and ceramic tile	1460	\$13,700
	Repair stucco	1460	\$3,600
	Finish carpentry	1460	\$11,000
	Install finish hardware, locks, door knobs, etc.	1460	\$7,204
	Replace exterior doors with metal insulated doors, includes thresholds	1460	\$6,000

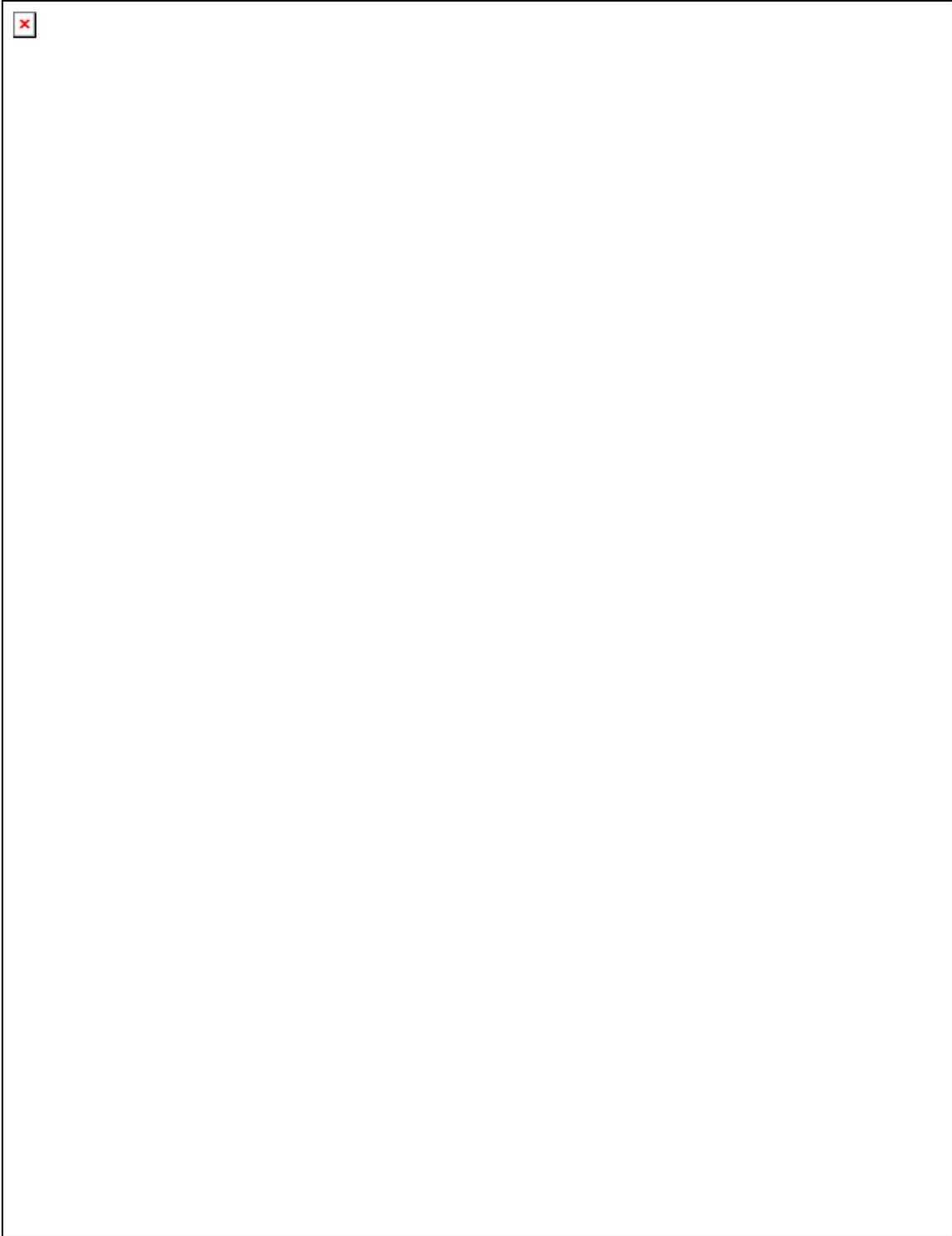
CO. 28-11 (14 Units)	Replace subfloors, refinish floors, floor coverings	1460	\$24,000
	Rework plumbing to include new hot water heaters, sinks, faucets, shut offs, supply lines, replace showers, tubs, toilets, clean out all drain lines to main, replace boilers, pans, install new drains, zone valves, check valves, two way clean outs, ADA accessories	1460	\$18,760
	Update heating by changing to new furnaces, thermostats, repair ventilating systems, clean and seal ducts	1460	\$13,600
	Upgrade electrical to include GFI, change outlets, switches, covers, 220, light fixtures, smoke alarms,	1460	\$9,000
	Install vinyl siding, vinyl wrap soffits, eaves, fascia. Wrap with metal as appropriate.	1460	\$6,000
	Replace all interior doors and hardware including closet doors and shelves	1460	\$3,780
	Replace garage doors	1460	\$4,680
CO. 28-12 (6 Units)	Replace refrigerators	1465.1	\$2,670
	Replace ranges	1465.1	\$1,866
	Replace/install range hoods	1465.1	\$300

Install new blinds and drapery rods	1465.1	\$1,230
Replace kitchen cabinets, bath vanities	1465.1	\$12,222
Replace washer boxes, faucets, dryer vents	1465.1	\$450
Replace shelves, brackets	1465.1	\$1,800
Replace bath fans	1465.1	\$300
Replace/install screen doors	1465.1	\$2,222
Relocation	1495.1	\$2,000
Backfill for positive drainage, install sump pumps	1450	\$2,790
Replace sidewalks, stoops, driveways, and parking areas	1450	\$27,752
Yard work, remove stumps, trim trees and shrubs, remove vegetation	1450	\$450
Install sod, trees, shrubs, landscaping, repair sprinkler systems	1450	\$11,388
Replace/install fencing, clotheslines, sheds, splashblocks	1450	\$12,150
Replace windows and window screens	1460	\$16,500
Rough carpentry and framing	1460	\$4,000
Insulation of attics, crawlspaces, and installation of vapor barriers	1460	\$630
Repair/replace lath & plaster, drywall, and ceramic tile	1460	\$6,850
Repair stucco	1460	\$1,800
Finish carpentry	1460	\$5,500
Install finish hardware, locks, door knobs, etc.	1460	\$3,600
Replace exterior doors with metal insulated doors, includes thresholds	1460	\$3,000

CO. 28-12 (5 Units)	Replace subfloors, refinish floors, floor coverings	1460	\$12,000
	Rework plumbing to include new hot water heaters, sinks, faucets, shut offs, supply lines, replace showers, tubs, toilets, clean out all drain lines to main, replace boilers, pans, install new drains, zone valves, check valves, two way clean outs, ADA accessories	1460	\$9,380
	Update heating by changing to new furnaces, thermostats, repair ventilating systems, clean and seal ducts	1460	\$6,800
	Upgrade electrical to include GFI, change outlets, switches, covers, 220, light fixtures, smoke alarms,	1460	\$4,500
	Install vinyl siding. Wrap window frames and door frames with metal as appropriate.	1460	\$15,000
	Replace all interior doors and hardware including closet doors and shelves	1460	\$1,890
	Replace garage doors	1460	\$2,340
CO. 28-13 (7 Units)	Replace refrigerators	1465.1	\$3,115
	Replace ranges	1465.1	\$2,177
	Replace/install range hoods	1465.1	\$350

Install new blinds and drapery rods	1465.1	\$1,230
Replace kitchen cabinets, bath vanities	1465.1	\$12,222
Replace washer boxes, faucets, dryer vents	1465.1	\$450
Replace shelves, brackets	1465.1	\$1,800
Replace bath fans	1465.1	\$300
Replace/install screen doors	1465.1	\$2,222
Relocation	1495.1	\$2,000
Backfill for positive drainage, install sump pumps	1450	\$2,790
Replace sidewalks, stoops, driveways, and parking areas	1450	\$77,752
Yard work, remove stumps, trim trees and shrubs, remove vegetation	1450	\$10,450
Install sod, trees, shrubs, landscaping, repair sprinkler systems	1450	\$11,388
Replace/install fencing, clotheslines, sheds, splashblocks	1450	\$12,150
Replace windows and window screens	1460	\$16,500
Rough carpentry and framing	1460	\$24,000
Insulation of attics, crawlspaces, and installation of vapor barriers	1460	\$630
Repair/replace lath & plaster, drywall, and ceramic tile	1460	\$6,850
Repair stucco	1460	\$1,800
Finish carpentry	1460	\$25,500
Install finish hardware, locks, door knobs, etc.	1460	\$3,600
Replace exterior doors with metal insulated doors, includes thresholds	1460	\$3,000

CO. 28-13 (7 Units)	Replace subfloors, refinish floors, floor coverings	1460	\$12,000
	Rework plumbing to include new hot water heaters, sinks, faucets, shut offs, supply lines, replace showers, tubs, toilets, clean out all drain lines to main, replace boilers, pans, install new drains, zone valves, check valves, two way clean outs, ADA accessories	1460	\$19,380
	Update heating by changing to new furnaces, thermostats, repair ventilating systems, clean and seal ducts	1460	\$16,800
	Upgrade electrical to include GFI, change outlets, switches, covers, 220, light fixtures, smoke alarms,	1460	\$4,500
	Install new gutters, downspouts, and splashblocks	1460	\$1,800
	Install vinyl siding. Vinyl wrap soffits, eaves, and fascia. Wrap window frames and door frames with metal.	1460	\$30,452
	Replace all interior doors and hardware including closet doors and shelves	1460	\$1,890
	Replace garage doors	1460	\$2,340



**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
CO. 28-01	03/2002	06/2002
CO. 28-02	03/2002	06/2002
CO. 28-10	06/2002	09/2002
CO. 28-11	03/2002	03/2003
CO. 28-12	06/2002	06/2003
CO. 28-13	06/2002	06/2003
CO. 28-14	09/2003	12/2003
Mgmt. Improvements a. b. c.	06/2002 09/2002 06/2002	12/2002 12/2002 12/2002

