

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

PHA Plans

5 Year Plan for Fiscal Years 2002 - 2006
Annual Plan for Fiscal Year 2002

Palm Beach County

HOUSING AUTHORITY

**PHA Plan
Agency Identification**

PHA Name: Palm Beach County Housing Authority

PHA Number: FL080

PHA Fiscal Year Beginning: 10/2002

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: The Palm Beach County Housing Authority is committed to achieving excellence in providing safe, clean and modern housing assistance while promoting self-sufficiency, upward mobility, and partnerships with our residents and others to enhance the quality of life in our communities .

B. Goals

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

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

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

- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide 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:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

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

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- Increase the number and percentage of employed persons in assisted families:

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

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

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

Other PHA Goals and Objectives: (list below)

GOAL NUMBER 1

IMPROVE CUSTOMER SERVICE DELIVERY BY ENHANCING OPERATIONAL EFFICIENCY; COORDINATION WITH COMMUNITY PROVIDERS; AND IMPROVING FACILITIES.

The Executive Director will continue to work in consultation with the Board of Commissioners to implement operational systems to ensure the completion of all job tasks in an efficient manner. This will include investigating contract alternatives and developing systems for contract monitoring, as applicable.

As an ongoing process, the Palm Beach County Housing Authority will utilize existing community sources and identify of funding for programs to improve service delivery and physical improvements to the Housing Authority's facilities and reduce duplicative costs.

GOAL NUMBER 2

THE Palm Beach County Housing Authority WILL STRIVE TO IMPROVE THE PUBLIC AND COMMUNITY IMAGE OF THE AUTHORITY BY DEVELOPING AND IMPLEMENTING A COMPREHENSIVE PUBLIC RELATIONS PLAN.

The Maintenance Department will provide a work force with a professional image by conducting and participating in community efforts, including contracting maintenance services as necessary, to promote the benefits and beautification of the City.

GOAL NUMBER 3

THE Palm Beach County Housing Authority WILL ENHANCE THE ATTRACTIVENESS AND MARKETABILITY OF THE HOUSING STOCK AND NEIGHBORHOODS IN ORDER TO ATTRACT WORKING FAMILIES.

The Housing Authority will initiate, implement, and maintain a preventive maintenance and landscaping plan which includes seasonal flower planting and creating attractive and consistent signage for the properties. As an ongoing process, the Executive Director and the staff of the Palm Beach County Housing Authority will develop methods of enforcing model neighbor standards, marketing strategies and plans for future success.

GOAL NUMBER 4

THE Palm Beach County Housing Authority SHALL STRIVE TO ACHIEVE ITS POTENTIAL AS AN ORGANIZATION.

The Housing Authority will develop a communication process that will improve the timely sharing of information concerning any future programs, plans and budgets.

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)]

Executive Summary

Overview

Since the National Housing Act in 1934, no legislation has impacted the administrative functions of HUD and Public Housing Agencies (PHAs) more than the Quality Housing and Work Responsibility Act of 1998 (1998 Act) October 21, 1998. The 1998 Act, attached to the FFY-1999 Appropriations Bill, dramatically and permanently amends the laws governing the administration of public housing and Section 8 programs.

The focus of the 2020 Management Reform Plan is to prepare HUD to move into the 21st century as a modernized and revitalized Department with restored public trust and adequate performance-based systems for the programs, operations and employees. Likewise, through the implementation of the 1998 Act, PHAs are required to access management and operational practices and develop a plan that will ensure that the PHAs meet established goals and objectives. The Agency Plan combines the Five-Year Plan and the Annual Plan.

Purpose and structure of the Agency Plan

The purpose of the Agency Plan is to empower and equip the PHA to exercise optimum flexibility in meeting local housing needs within the community while also meeting its own needs. The Agency Plan contains a FY-2002-FY-2006 Five-Year Plan that includes the Authority's mission and long range goals and objectives. The FY-2002 Annual Plan addresses the Authority's immediate operations, current policies, program participants, programs and services, and the PHA's strategy for handling operational concerns, resident concerns and needs, and programs and services for the upcoming fiscal year. The Agency Plan outlines the PHA's efforts in meeting the needs of the low, very low and extremely-low

income population in its community and effectively serves as a management, operational and accountability tool for the PHA.

Preliminary planning sessions were conducted with the Authority's residents, Resident Advisory Board, community leaders and organizations, and state and local authorities during the development of the Agency Plan to ensure that the needs of the residents and community are addressed in the Agency Plan. The Agency Plan is consistent with the Consolidated Plan/CHAS.

Annual Plan contents

The Authority will use this Agency Plan as a tool for accomplishing its mission of becoming a leader in the industry. The following is a summary of its contents:

- The Plan provides a comprehensive assessment of the Housing Needs within the community. At this time, it appears that the Authority is meeting the low-income housing needs, however, we will monitor the need through annual updates of this Plan.
- The Plan includes a summary of the Authority's planned financial resources and planned uses of those funds. This presented in table form for electronic submission to HUD.
- All admissions and continued occupancy policies as well as rent determination policies and procedures have been reviewed and updated in accordance with the QHWRA of 1998 and subsequent rules. The Authority's Admissions and Continued Occupancy Policy is included in the Plan and contains detailed descriptions of all public housing policies.
- The Operations and Management section of the Plan provides a brief description of the Authority's organizational structure, programs under management and includes all administrative and maintenance policies.
- The Authority's Grievance Procedure is included in the Plan.
- The Authority's Capital Fund Annual Statement and Five-Year Action Plan is provided. The Authority has no plan plans at this time to apply for a HOPE VI revitalization grant.
- The Housing Authority is currently working with the City of Boynton Beach to demolish public housing units in its Cherry Hill section in the very near future. Residents will be offered vouchers for replacement housing.
- The Authority does not have a formal cooperation agreement with their local welfare office, however, there is daily communication between agencies. All policies and procedures relative to Welfare Benefit Reduction are included in the ACOP.
- The Pet Policy and Procedure was included in a prior plan (2001).
- The Authority does not currently have any asset management plans, however, all other documentation and certifications are included as required by the QHWRA.

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

Required Attachments:

- Admissions Policy for Deconcentration **Attachment A**
- FY 2002 Capital Fund Program Annual Statement **Attachment B**
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2002 Capital Fund Program 5 Year Action Plan **Attachment E**
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Performance and Evaluation Reports for CFP: FL14PO8050100 **Attachment C**
 - FL14PO8050101 **Attachment D**

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing 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 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy	Annual Plan: Operations

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	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
	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
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

I. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1831	3	3	3	3	2	3
Income >30% but <=50% of AMI	0	0	0	0	0	0	0
Income >50% but <80% of AMI	0	0	0	0	0	0	0
Elderly	80	3	3	3	3	3	3
Families with Disabilities	0	0	0	0	0	0	0
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000-2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data

- Indicate year:
- Other housing market study
- Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List						
Waiting list type: (select one)						
<input type="checkbox"/> Section 8 tenant-based assistance						
<input type="checkbox"/> Public Housing						
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing						
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)						
If used, identify which development/subjurisdiction:						
	# of families		% of total families		Annual Turnover	
	P/H	Sec 8	P/H	Sec 8	P/H	Sec 8
Waiting list total	575	2012			168	180
Extremely low income <=30% AMI	325	1690	57	84		
Very low income (>30% but <=50% AMI)	236	322	40	16		
Low income (>50% but <80% AMI)	0	0	0	0		
Families with children	400	1448	70	72		
Elderly families	10	120	2	6		
Families with Disabilities	4	60	1	3		
Race/ethnicity Hisp	86	190	15	9		

Housing Needs of Families on the Waiting List						
		P/H	Sec 8	P/H	Sec 8	
Race/ethnicity	Wht	161	484	28	24	
Race/ethnicity	Blk	327	1323	57	66	
Race/ethnicity	Oth	1	15	1	1	
Characteristics by Bedroom Size (Public Housing Only)						
1BR		132	138	24	7	
2 BR		162	656	28	33	
3 BR		173	670	30	33	
4 BR		94	480	16	24	
5 BR		14	68	2	3	
5+ BR						
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes						
If yes:						
How long has it been closed (# of months)?						
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes						
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes						

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.79 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	767560.00	
b) Public Housing Capital Fund	1012026.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	59510.00	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
g) Resident Opportunity and Self-Sufficiency Grants	12375.00	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	877996.00	
4. Other income (list below)		
Interest	61090.00	
Other	504417.00	
4. Non-federal sources (list below)		
Total resources	3,411,718.00	

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) 1st, 2nd, and 3rd of each bedroom size
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

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

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

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

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 **For Southbay Site Only.**
- Other (describe)

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

- PHA main administrative office
- PHA development site management office **Southbay only**
- 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? One (1)

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: (state circumstances below)
 - Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the

need for measures to promote deconcentration of poverty or income mixing?

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

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

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

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes? For Sex Offenders Only.
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based certificate program
 - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Under unusual circumstances and for extreme hardship due to disabilities or other reasons as determined on a case by case basis.

(4) Admissions Preferences

- a. Income targeting

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

- b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

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

If yes, state amount/s and circumstances below:

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

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

Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
 At family option
 Any time the family experiences an income or household increase/decrease.

- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
 - Survey of rents listed in local newspaper
 - Survey of similar unassisted units in the neighborhood
 - Other (list/describe below)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[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)

The Palm Beach County Housing Authority is a High Performer and exempt from this requirement.

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

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

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

[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.

The Palm Beach County Housing Authority is a High Performer and exempt from this requirement.

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 903.79 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **FL14PO8050102** to the CFP Annual Statement Tables

-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) **FL14PO8050102** Table Library.

-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: Cherry hill Section of Boynton Beach Project # FL080-002

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	Boynton Beach Project
1b. Development (project) number:	FL080-002
2. Activity type:	Demolition <input checked="" type="checkbox"/> By the City and not by the housing authority Disposition <input checked="" type="checkbox"/> And relocation of all tenants by voucher or other housing
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	10/01/2002 ???
5. Number of units affected:	46 to 62
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 24 to 36 months b. Projected end date of activity: * See summary sheet at Table Library

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or

only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name:
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)

<p>3. Application status: (select one)</p> <p><input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input type="checkbox"/> Planned application</p>
<p>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)</p>
<p>5. Number of units affected:</p> <p>6. Coverage of action: (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

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 (I)]

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.

The Palm Beach County Housing Authority is a High Performer and exempt from this requirement

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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 2002 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 2002 in this PHA Plan?
There is no plan for 2002.
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

SEE ATTACHMENT G

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

The Palm Beach County Housing Authority is a High Performer and exempt from this requirement

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

3. In what manner did the PHA address those comments? (select all that apply)
 - Considered comments, but determined that no changes to the PHA Plan were necessary.

- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

- 1. Consolidated Plan jurisdiction: (provide name here)

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

Attachments

Attachments

A.

Deconcentration Policy

I. INTRODUCTION

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires that the Authority adopt policies and procedures governing the deconcentration of very low-income families and income mixing as required by section 10(a)(3)(B) of the 1937 Housing Act. To implement this requirement, the Authority will compare the relative incomes of each development occupied

predominantly by families with children. A development with more than 50% of its occupants being families with children shall be considered to fall under this policy.

The goal of this policy is to create mixed-income communities and lessen the concentration of very low- income families within the Authority's public housing developments through admissions practices designed to bring higher income tenants into lower income developments and lower income tenants into higher income developments.

The Deconcentration Policy is intended to work in conjunction with the Authority's annual income targeting requirements that require that 40% of all new admissions to public housing developments during a fiscal year must be residents whose household income, at the time of admission, is equal to or lower than 30% of the Area Median Income. This income targeting requirement is separate from the Deconcentration Policy, which is comparative in nature.

II. DEFINITIONS

The following definitions are provided in order to clearly define the affected developments and families under this Deconcentration Policy.

PHA-Wide Average Household Income: The average annual household income of all residents of all developments with more than 50% of its occupants being families with children.

Development Average Household Income: The average annual household income of all residents of a specific development with more than 50% of its occupants being families with children.

Higher Income Development: A development where the Development Average Household Income is greater than 120% of the PHA-Wide Average Household Income.

Lower Income Development: A development where the Development Average Household Income is less than 80% of the PHA-Wide Average Household Income.

Higher Income Family: A family whose annual household income is greater than 120% of the PHA-Wide Average Household Income

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Lower Income Family: A family whose annual household income is less than 80% of the PHA-Wide Average Household Income.

III. TESTING

In order to achieve and maintain deconcentration, the Authority will calculate the PHA-Wide Average Household Income for all developments with 50% or more of its occupants being families with children on at least an annual basis. At the same time, the Authority will calculate the Development Average Household Income for each development with 50% or more of its occupants being families with children. The results shall be documented as follows:

- A. If the Development Average Household Income for a particular development is greater than 120% of the PHA-Wide Average Household Income, then that development shall be identified as a High-Income Development.

- B. If the Development Average Household Income for a particular development is less than 80% of the PHA-Wide Average Household Income, then that development shall be identified as a Low-Income Development.

Testing can be run more frequently to determine the effectiveness of various initiatives employed to achieve deconcentration.

IV. CORRECTIVE ACTION

Once a development has been identified as a High-Income Development or a Low-Income Development, the Authority will define and communicate specific procedures to be employed with the goal of achieving deconcentration. It is the goal of the Authority to generally increase the level of income for residents of public housing, create more stratified developments, and obtain agency self sufficiency, therefore; the Deconcentration Policy shall not be employed to be counterproductive to that goal. In addition, the policy will, under no circumstances, be employed through steering or in any way reducing the choice in residence of the individual family.

In order to correct a concentrated development, the Authority will, to the greatest extent possible, provide incentives to promote a Lower-Income Family to select a Higher-Income Development and to promote a Higher-Income Family to select a Lower-Income Development.

Procedures to be employed in the development of a corrective action plan may include:

- A. Incentives to select particular developments.
- B. Payment Plans for deposits.
- C. Flexibility in move-in dates.
- D.

Since it is impossible to design a policy that will address every scenario, the Authority will, upon the identification of a need to deconcentrate, develop a specific Action Plan that will be included in the Annual Plan update.

CAPITAL FUND PROGRAM TABLES START HERE

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

PHAName: PALM BEACH COUNTY HOUSING AUTHORITY
 Grant Type and Number: Capital Fund Program Grant No: FL14P08050102
 Replacement Housing Factor Grant No: Federal FY of Grant: 10/2002

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: /)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	- 0 -	- 0 -		
2	1406 Operations	86,396	101,202		
3	1408 Management Improvements Soft Costs	100,000	100,000		
	Management Improvements Hard Costs	- 0 -	- 0 -		
4	1410 Administration	86,396	101,202		
5	1411 Audit	- 0 -	- 0 -		
6	1415 Liquidated Damages	- 0 -	- 0 -		
7	1430 Fees and Costs	27,305	27,405		
8	1440 Site Acquisition	- 0 -	- 0 -		
9	1450 Site Improvement	- 0 -	50,000		
10	1460 Dwelling Structures	412,357	421,500		
11	1465.1 Dwelling Equipment—Nonexpendable	25,000	25,000		
12	1470 Nondwelling Structures	17,000	56,304		
13	1475 Nondwelling Equipment	109,413	129,413		
14	1485 Demolition	- 0 -	- 0 -		
15	1490 Replacement Reserve	- 0 -	- 0 -		
16	1492 Moving to Work Demonstration	- 0 -	- 0 -		
17	1495.1 Relocation Costs	- 0 -	- 0 -		
18	1499 Development Activities	- 0 -	- 0 -		
19	1502 Contingency	- 0 -	- 0 -		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: PALM BEACH COUNTY HOUSING AUTHORITY
 Grant Type and Number: Capital Fund Program Grant No: FL14P08050102
 Replacement Housing Factor Grant No:

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: /)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost	
20	Amount of Annual Grant: (sum of lines:....)	863,967	1,012,026	
21	Amount of line XX Related to LBP Activities	- 0 -	- 0 -	
22	Amount of line XX Related to Section 504 compliance	- 0 -	- 0 -	
23	Amount of line XX Related to Security--Soft Costs	- 0 -	- 0 -	
24	Amount of Line XX related to Security--Hard Costs	- 0 -	- 0 -	
25	Amount of line XX Related to Energy Conservation Measures	- 0 -	- 0 -	
26	Collateralization Expenses or Debt Service	- 0 -	- 0 -	

Capital Fund Program Tables

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

Part II: Supporting Pages

PHA Name: PALM BEACH COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: FL14P08050102 Replacement Housing Factor Grant No:			Federal FY of Grant: 10/2002	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
DREXEL	UPGRADE 2 HYDRAULIC ELEVATORS	1460	2	- 0 -	17,000	
	COMMUNITY ROOM FURNITURE	1470	1S	- 0 -	8,000	
	REPLACE SECURITY ACCESS SPEAKERS IN EACH UNIT	1470	100 LS	- 0 -	25,000	
	REPLACE LAVATORIES COUNTERS AND FIXTURES IN 4 PUBLIC REST ROOMS	1470	4 LS	- 0 -	3,200	
	UPGRADE LANDSCAPING	1450	1S	- 0 -	10,000	

Capital Fund Program Tables

ATTACHMENT 'C'

CAPITAL FUND PROGRAM TABLES

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

Summary

PHA Name:		Grant Type and Number		Federal FY of Grant:	
Palm Beach County Housing Authority		Capital Fund Program Grant No: Replacement Housing Factor Grant No: FL14P08050100		2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	- 0 -	- 0 -	- 0 -	- 0 -
2	1406 Operations	84,730.00	84,730.00	84,730.00	84,730.00
3	1408 Management Improvements	100,000.00	100,000.00	100,000.00	76,167.59
4	1410 Administration	84,730.00	84,730.00	84,730.00	84,730.00
5	1411 Audit	- 0 -	- 0 -	- 0 -	- 0 -
6	1415 Liquidated Damages	- 0 -	- 0 -	- 0 -	- 0 -
7	1430 Fees and Costs	27,405.00	27,405.00	27,405.00	- 0 -
8	1440 Site Acquisition	- 0 -	- 0 -	- 0 -	- 0 -
9	1450 Site Improvement	- 0 -	- 0 -	- 0 -	- 0 -
10	1460 Dwelling Structures	429,357.00	429,357.00	429,357.00	- 0 -
11	1465.1 Dwelling Equipment—Nonexpendable	25,000.00	25,000.00	25,000.00	25,000.00
12	1470 Nondwelling Structures	- 0 -	- 0 -	- 0 -	- 0 -
13	1475 Nondwelling Equipment	96,081.00	96,081.00	96,081.00	72,690.28
14	1485 Demolition	- 0 -	- 0 -	- 0 -	- 0 -
15	1490 Replacement Reserve	- 0 -	- 0 -	- 0 -	- 0 -
16	1492 Moving to Work Demonstration	- 0 -	- 0 -	- 0 -	- 0 -

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

Summary

PHA Name: Palm Beach County Housing Authority		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:		Federal FY of Grant: 2000	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/30/02		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	1495.1 Relocation Costs	Original - 0 -	Revised - 0 -	Obligated - 0 -	Expended - 0 -
18	1499 Development Activities	- 0 -	- 0 -	- 0 -	- 0 -
19	1501 Collateralization or Debt Service	- 0 -	- 0 -	- 0 -	- 0 -
20	1502 Contingency	- 0 -	- 0 -	- 0 -	- 0 -
21	Amount of Annual Grant: (sum of lines 2 - 20)	847,303.00	847,303.00	847,303.00	343,312.87
22	Amount of line 21 Related to LBP Activities	- 0 -	- 0 -	- 0 -	- 0 -
23	Amount of line 21 Related to Section 504 compliance	- 0 -	- 0 -	- 0 -	- 0 -
24	Amount of line 21 Related to Security - Soft Costs	- 0 -	- 0 -	- 0 -	- 0 -
25	Amount of Line 21 Related to Security - Hard Costs	- 0 -	- 0 -	- 0 -	- 0 -
26	Amount of line 21 Related to Energy Conservation Measures	- 0 -	- 0 -	2 0 -	- 0 -

ATTACHMENT 'D'

CAPITAL FUND PROGRAM TABLES

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

PHA Name: PALM BEACH COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program (Grant No.: FL14P08050101 Replacement Housing Factor Grant No.:		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost	Obligated	Expended
1	Total non-CFP Funds	- 0 -	- 0 -		
2	1406 Operations	86,396	86,396		
3	1408 Management Improvements	100,000	100,000		
4	1410 Administration	86,396	86,396		
5	1411 Audit	- 0 -	- 0 -		
6	1415 Liquidated Damages	- 0 -	- 0 -		
7	1430 Fees and Costs	27,405	27,405		
8	1440 Site Acquisition	- 0 -	- 0 -		
9	1450 Site Improvement	- 0 -	- 0 -		
10	1460 Dwelling Structures	429,357	412,357		
11	1465.1 Dwelling Equipment—Nonexpendable	25,000	25,000		
12	1470 Nondwelling Structures	- 0 -	17,000		
13	1475 Nondwelling Equipment	109,413	109,413		
14	1485 Demolition	- 0 -	- 0 -		
15	1490 Replacement Reserve	- 0 -	- 0 -		
16	1492 Moving to Work Demonstration	- 0 -	- 0 -		

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

PHA Name: PALM BEACH COUNTY HOUSING AUTHORITY
 Grant Type and Number: Capital Fund Program Grant No: FL14P08050101
 Replacement Housing Factor Grant No: 2001

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
17	1495.1 Relocation Costs	- 0 -	- 0 -		
18	1499 Development Activities	- 0 -	- 0 -		
19	1501 Collateralization or Debt Service	- 0 -	- 0 -		
20	1502 Contingency	- 0 -	- 0 -		
21	Amount of Annual Grant: (sum of lines 2 - 20)	863,967	863,967		
22	Amount of line 21 Related to LBP Activities	- 0 -	- 0 -		
23	Amount of line 21 Related to Section 504 compliance	- 0 -	- 0 -		
24	Amount of line 21 Related to Security - Soft Costs	- 0 -	= 0 -		
25	Amount of Line 21 Related to Security - Hard Costs	- 0 -	- 0 -		
26	Amount of line 21 Related to Energy Conservation Measures	- 0 -	- 0 -		

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

PHA Name: PALM BEACH COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: FL14P08050101 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001		Status of Work
Development Number Name/H/A-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Original Total Estimated Cost	Revised Total Actual Cost	
FL080-003 Schall	Extend Gable Ends	1460	7	10443	- 0 -	
FL080-003 Schall	Wrap Gable Ends	1460	75	75000	- 0 -	
FL080-006 Dyson	Replace Water Heaters	1460	84	- 0 -	43550	
FL080-006 South Bay	Exterior Door Repair	1460	66	- 0 -	6627	
FL080-006 Dyson	Exterior Door Repair	1460	84	- 0 -	8434	
FL080-006 South Bay	Replace Water Heaters	1460	66	- 0 -	21450	
FL080-006 South Bay	Refurbish Units	1460	10	- 0 -	50000	
FL080-003 Seminole	Install HVAC	1460	47	238914	- 0 -	
FL080-003 Seminole	Bathroom Repair	1460	21	- 0 -	63000	
FL080-003 Seminole	Floor Tile	1460	75	- 0 -	139021	
FL080-005 Scattered	Install HVAC	1460	21	105000	- 0 -	
FL080-002 Cherry Hill	Replace Water Heaters	1460	72	- 0 -	23400	
FL080-004 Drexel	Replace Water Heaters	1460	100	- 0 -	32500	
FL080-006 Dyson	Elevator Repair	1470	2	- 0 -	17000	
FL080-003 Schall	Replace Water Heaters	1460	75	- 0 -	24375	
H/A Wide	A & E Services	1430	---	27405	27405	
H/A Wide	Admin. Of CFP	1410	10%	86396	86396	
H/A Wide	Dwel Eqp. R/R	1465	---	25000	25000	
H/A Wide	Maint. Eqp. & Veh.	1475	---	109413	109413	
H/A Wide	Resident Services	1408	---	100000	100000	
H/A Wide	Operations	1406	10%	86396	86396	

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

PHA Name: Falm Beach County		Grant Type and Number Capital Fund Program No: FL14P08050101			Federal FY of Grant: 2001		
Housing Authority Development Number Name/HA-Wide Activities		All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1460 - Schall	Mar. 03			Sep. 04			
1460 - Seminole	Mar. 03			Sep. 04			
1460 - Dyson	Mar. 03			Sep. 04			
1470 - Dyson	Mar. 03			Sep. 04			
1406 - H/A Wide	Mar. 03			Sep. 04			
1430 - H/A Wide	Mar. 03			Sep. 04			
1410 - H/A Wide	Mar. 03			Sep. 04			
1465 - H/A Wide	Mar. 03			Sep. 04			
1475 - H/A Wide	Mar. 03			Sep. 04			
1408 - H/A Wide	Mar. 03			Sep. 04			

ATTACHMENT E

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name BPC HOUSING AUTHORITY	Year 1	WEST PALM BEACH/PALM BEACH COUNTY, FL			Original 5-Year Plan	
		Work Statement for Year 2 FFY Grant: PHA FY: 2003	Work Statement for Year 3 FFY Grant: PHA FY: 2004	Work Statement for Year 4 FFY Grant: PHA FY: 2005	Work Statement for Year 5 FFY Grant: PHA FY: 2006	
25 SINGLE		- 0 -	- 0 -	- 0 -	28,504	
002-CHERRY HILL		8,500	132,500	- 0 -	262,500	
003-SCHALL		159,875	43,000	212,000	120,000	
004-DREXEL		62,929	290,625	100,000	100,000	
005-SCATTERED		136,500	8,879	- 0 -	- 0 -	
006-SOUTH BAY		52,800	52,800	215,804	16,800	
006-DXSDN		107,200	- 0 -	- 0 -	- 0 -	
Total CFP Funds		527,804	527,804	527,804	527,804	
(Est.)						
Total Replacement		- 0 -	- 0 -	- 0 -	- 0 -	
Housing Factor						
Funds						

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

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

Optional 5-Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
FL080	PHA WIDE				
Description of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
OPERATIONS		101,202		404,808	2003 - 2006
MANAGEMENT		100,000		400,000	2003 - 2006
ADMINISTRATION		101,202		404,808	2003 - 2006
FEEES AND COSTS		27,405		109,670	2003 - 2006
NON-DWELLING		25,000		100,000	2003 - 2006
VEHICLES		129,413		517,652	2003 - 2006
Total estimated cost over next 5 years				1,936,888.00	

Capital Fund Program Tables

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

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

Optional 5-Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
FL080002	26 Single Family Home CHERRY HILL				
Description of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
	INSTALL VERTICAL BLINDS IN 26 SINGLE FAMILY HOMES			28,504	2006
Total estimated cost over next 5 years				28,504	

Capital Fund Program Tables

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

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
FL080003	SCHALL		
Description of Needed Physical Improvements or Management Improvements			
	XERISCAPE LANDSCAPING		Estimated Cost
	INSTALL SIGNAGE		Planned Start Date (HA Fiscal Year)
	PATCH AND SEAL DRIVEWAY		
	INSTALL NEW VERTICAL BLINDS		
	KITCHEN MODERNIZATION INCLUDING CABINETS, COUNTERS, SINK, FACETS AND EXHAUST FAN		
Total estimated cost over next 5 years			403,500

Capital Fund Program Tables

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

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
FL08000 3	SEMINOLE		
Improvements			
	INSTALL SIGNAGE		Estimated Cost
	PATCH, SEAL, AND RESTRIIP ASPHALT DRIVE & PARKING		8,500
	REPLACE WATER HEATERS		40,000
	TREE TRIMMING & TREE REMOVAL		24,375
	REPLACE REAR PORCH LIGHTS		20,000
	ENLARGE REAR CONCRETE PATIO SLAB		2,000
	RESTRIIP BASKETBALL COURT		112,000
	EXTERIOR DOOR REPLACEMENT		3,000
	INSTALL WOOD BASE		120,000
	INSTALL DRY OUTLETS		36,000
	INSTALL NEW VERTICAL BLINDS		37,500
			60,000
Total estimated cost over next 5 years			663,375
			Planned Start Date (HA Fiscal Year)
			2003
			2004
			2003
			2003
			2003
			2005
			2004
			2006
			2003
			2003
			2004

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

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or Indicate PHA wide)	Number Vacant Units	% Vacancies in Development
FL080004	DREXEL		
Description of Needed Physical Improvements or Management Improvements			
	INSTALL NEW CARPET AND FLOOR TILE		Estimated Cost
	INSTALL NEW WOODBASE		Planned Start Date (HA Fiscal Year)
	REPLACE WALL AND BASE CABINETS		
	SINK AND FAUCET IN COMMUNITY ROOM		
	INSTALL NEW VERTICAL BLINDS		
	INSTALL KITCHEN MODERNIZATION		
	INSTALL KITCHEN MODERNIZATION		
Total estimated cost over next 5 years			553,556.1

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

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

Optional 5-Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
FL08000 5	ZI UNITS SCATTERED SITES				
Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
KITCHEN MODERNIZATION INCLUDING CABINETS				73,500	2003
BATH MODERNIZATION, COMMODES, LAVATORY, FIXTURES, TUBS, AND FAUCETS				63,000	2003
INSTALL NEW VERTICAL BLINDS				16,800	2006
INSTALL NEW WOOD BASE				8,879	2004
Total estimated cost over next 5 years				162,179	

Capital Fund Program Tables

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

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

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
FL08000 6	SOUTH BAY			
Description of Needed Physical Improvements or Management Improvements:				
	INSTALL NEW VERTICAL BLINDS		52,800	2003
	REPLACE REAR DOORS		52,800	2004
	KITCHEN MODERNIZATION, INCLUDING CABINETS, COUNTERS, SINKS, FAUCETS AND EXHAUST FAN		231,000	2005
Total estimated cost over next 5 years				336,600

Capital Fund Program Tables

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

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

Optional 5-Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
F1.08000 6	DYSON CIRCLE				
Description of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
INSTALL NEW VERTICAL BLINDS				107,200	2003
Total estimated cost over next 5 years				107,200	

Capital Fund Program Tables

Public Housing Drug Elimination Program Plan

ATTACHMENT F

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 \$ 133,410
- B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R x
- C. FFY in which funding is requested _____
- 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

E. Target Areas

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

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
South Bay	66	200
Dyson Circle	132	650
Drexel	100	100

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 199 6	\$249,778	FL14DEP0800196	-0-		
FY 199 7	162,649	FL14DEP0800197	-0-		
FY 199 8	161,684	FL14DEP0800198	-0-		
FY 199 9	119,428	FL14DEP0800199	-0-		
FY 2000	124,468	FL14DEP0800100	\$ 72,249.13		

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

B. PHDEP Budget Summary

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

FY 2001 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$ 30,910
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	65,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	37,500
TOTAL PHDEP FUNDING	133,410

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.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$		
					30,910		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.			1/1/02	1/1/03	\$ 30,910		
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$		
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.							

9130 - Employment of Investigators					Total PHDEP Funding: \$		
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.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of	Target	Start	Expected	PHDEP	Other	Performance Indicators

	Persons Served	Population	Date	Complete Date	Funding	Funding (Amount /Source)
1.						
2.						
3.						

9150 - Physical Improvements					Total PHDEP Funding: \$		
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.							

9160 - Drug Prevention					Total PHDEP Funding: \$		
65,000							
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. After school programs	100	South Bay	2/1/02	1/31/03	\$ 65,000		
2.							
3.							

9170 - Drug Intervention					Total PHDEP Funding: \$		
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.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							

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

9190 - Other Program Costs					Total PHDEP Funds: \$ 37,500		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Educational Seminars			1/1/02	12/30/03	\$15,000		Improve skills
2. Program Coordinator			1/1/02	12/30/03	17,500	PHHA \$17,500	Resident Support
3. Equipment Etc.			1/1/02	12/30/03	5,000		

Section 3: Expenditure/Obligation Milestones

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity 1 1/1/03	\$ 15,000	Activity 1 1/1/03	\$ 30,910
9120				
9130				
9140				
9150				
9160	1/1/03	32,500	1/1/03	65,000
9170				
9180				
9190	Activity 1,2,3 1/1/03	18,250	1/1/03	37,500
TOTAL		\$ 66,250		\$ 133,410

ATTACHMENT 'G'

PALM BEACH COUNTY HOUSING AUTHORITY

PET POLICY

PET POLICY

- I. Purpose
- II. Eligibility
- III. Definition
- IV. Nomenclature, Descriptions, Amounts
- V. Rules Governing Entrance and Continued Occupancy
- VI. Pet Policy and Procedure after Admittance
- VII. Pet Violation Procedure
- VIII. Emergencies
- IX. Exclusions

I. Purpose

In compliance with Section 227 of Title II of the Housing and Urban-Rural Recovery Act of 1983, Section 526 of the Quality Housing and Work Responsibility Act of 1998, which added new Section 31 (captioned Pet Ownership in Public Housing) and with Part 5 and amended Part 960 to include subpart G, the Housing Authority will permit residents of housing projects to own and keep common household pets in their dwelling units.

This policy sets forth the conditions and guidelines under which pets will be permitted. This policy is to be adhered to at all times.

The purpose of the policy is to ensure that pet ownership will not be injurious to persons or property, or violate the rights of all residents to clean, quiet, and safe surroundings.

II. Eligibility

All tenants residing in Public Housing will be eligible to own and keep common household pets within their dwelling units. No pets will be allowed to be housed outside the dwelling unit.

III. Definitions

Common household pet:

A common household pet means a smaller domesticated animal that is traditionally kept in the home for pleasure rather than for commercial purposes. Such pets will be limited to dogs, cats, caged birds and fish.

IV. Nomenclature, Descriptions and Amounts

Dog:

1. Any variety except those prohibited below (3), but cannot exceed fifteen (15) pounds in weight.
2. One only per household.
3. Dangerous animals, such as pit bulls, etc. are not allowed under any circumstances.

Cat:

1. Any variety but cannot exceed ten (10) pounds in weight.
2. One only per household.

Caged Birds:

1. Any small domestic birds such as parakeets, canaries, minor birds, etc.
2. Two only per household.

Fish:

1. Any variety of tropical fish normally maintained in a glass tank.
2. One tank per household not to exceed twenty (20) gallons.

Note:

Each household may maintain one of the above but not any combination of two or more.

V. Rules Governing Entrance and Continued Occupancy

1. Inoculations, Licensing and General Health Certification.
 - A. All pet owners must produce documentation of inoculations, licensing and general health certification from a licensed veterinarian prior to entrance or continued occupancy.
2. Neutering, Spaying and Declawing.
 - A. All dogs and cats must be neutered or spayed.
 - B. All cats must be declawed.
 - C. Requirements in A and B above will be waived or deferred if surgery is inadvisable because of the age or health of the dog or cat.
 - D. All pet owners must produce documentation of either A, B or C above, prior to entrance or continued occupancy.
3. Registration.

All pet owners, prior to entrance into any project, must complete all of the following:

- (All) A. Register your pet as to nomenclature, size and description.
- (Dog & Cat) B. Produce all documentation as required in 1 and 2 above.

- (All) C. Produce a color snapshot or photograph of your pet.
- (All) D. Complete a responsibility form giving the name, address and phone number of a responsible party that will care for the pet if the pet owner dies, is incapacitated, or is otherwise unable to care for the pet.
- (Dog & Cat) E. Agree to pay a pet security deposit of one hundred Fifty Dollars (\$150.00).
- (Dog Only) F. A statement that the tenant will defend any pet-related suit brought against management or owners.
- (All) G. Sign a statement of policy and procedure governing all pets and conditions of occupancy.

VI. Pet Policy and Procedure after Admittance

1. Sanitary Standards and Waste Disposal

- A. Litter boxes must be provided for cats with use of odor-reducing chemicals.
- B. Fur-bearing pets must wear effective flea collars at all times. Should extermination become necessary, cost of such extermination will be charged to pet owner.
- C. Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to Authority property due to pet or removal of pet feces by staff.
 - (i) All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage container and/or trash compactor.
 - (ii) Residents with litter boxes must clean them regularly. Noncompliance may result in removal of the pet. The Housing Authority reserves the right to impose a mandatory twice-weekly litter box cleaning depending on need. Litter box garbage shall be placed in a plastic bag and deposited outside the building in the garbage container and/or trash compactor.
- D. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Pet owners' apartments may be subject to inspections once a month.

2. General Rules

The resident agrees to comply with the following rules imposed by the Housing Authority:

- A. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time.
 - B. Pet owners will be required to make arrangements for their pets in the event of vacation or hospitalization.
 - C. Doghouses are not allowed on Authority property.
 - D. No visitor or guest will be allowed to bring pets on the premises at any time. Residents will not be allowed to pet sit or house a pet without fully complying with this policy.
 - E. Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.
 - F. Every dog and cat must wear the appropriate local animal license, a valid rabies tag and a tag bearing the owner's name, address and phone number. All licenses and tags must be current.
 - G. Only one (1) dog or cat will be allowed per apartment. Only two (2) birds will be allowed per apartment. The Housing Authority only will give final approval on type and density of pets.
3. Pet Restraints
- A. All dogs must be on a leash when not in the owner's apartment. The leash must be no longer than eight (8) feet.
 - B. Cats must be in a caged container or on a leash when taken out of the owner's apartment.
 - C. Birds must be in a cage when inside of the resident's apartment or entering or leaving the building.
4. Pet Rule Violation and Pet Removal
- A. If it is determined on the basis of objective facts supported by written statement that a pet owner has violated a rule governing the pet policy, the Housing Authority shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.

- B. If a pet poses a nuisance such as excessive noise, barking, or whining which disrupts the peace of other residents, owner will remove the pet from premises upon request of management within 48 hours. Nuisance complaints regarding pets are subject to immediate inspections.
- C. If a pet owner becomes unable either through hospitalization or illness to care for the pet and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, the Housing Authority can officially remove the pet. The Authority accepts no responsibility for pets so removed.

5. Rule Enforcement

Violation of these pet rules will prompt a written notice of violation. The pet owner will have seven (7) days to correct the violation or request an informal hearing at which time the Authority's Grievance Procedure will be followed.

6. Grievance

Management and resident agree to utilize the Grievance Procedure described in the Lease Agreement to resolve any dispute between resident and management regarding a pet.

7. Liability

Residents owning pets shall be liable for the entire amount of all damages to the Housing Authority premises caused by their pet and all cleaning, defleaing and deodorizing required because of such pet. Pet owners shall be strictly liable for the entire amount of any injury to the person or property of other residents, staff or visitors of the Housing Authority caused by their pet, and shall indemnify the Housing Authority for all costs of litigation and attorney's fees resulting from such damage.

VII. Pet Violation Procedure.

- A. All complaints from tenants regarding violations of pet policy must be in writing.
- B. Pet owners will be notified of pet policy and procedure violations in the following manner:
 - (1) A Notice of Pet Violation will be prepared and served on the pet owner. The notice will contain a brief statement of the factual basis for the determination and the policy or procedure that is alleged to be in violation. The notice will further state that the pet owner has seven (7) days from the effective date of service of the notice to correct the violation by either meeting with the

resident manager or management agent and solve the problem or by removal of the pet from the project. Failure to resolve the violation may result in initiation of procedures to have the pet removed or to terminate the pet owner's tenancy, or both.

- (2) Pet Policy Violation Meeting. If the pet owner requests a meeting to discuss the pet policy violation within the seven (7) days time frame in (B) (1), the management agent and the pet owner will attempt to resolve the violation. If the parties are unable to resolve the violation, the management agent may inform the pet owner in writing that the pet must be removed from the project within seven (7) days of the pet policy violation meeting.
- (3) Termination of Pet Owner's Lease. If, after the management agent determines that the pet owner has failed to correct any violations within the allotted time frames, and has refused to remove the pet from the project, the management agent may initiate action to terminate the pet owner's lease under the terms of the lease and applicable law.

VIII. Emergencies.

1. If a pet becomes vicious, displays symptoms of severe illness, or demonstrates other behavior that constitutes an immediate threat to health or safety to other tenants, or employees at the project, the manager or management agent may request the pet owner to remove the pet from the project immediately.
2. If the pet owner refuses to remove the pet or if management is unable to locate or contact the pet owner, management may contact the appropriate state or local authority to have the pet immediately removed from the project premises.
3. If the health or safety of a pet is threatened by the death or incapacity of a pet owner, or by other factors that render the pet owner unable to care for the pet, management may contact the responsible party listed in the pet registration form required in (3) (D).
4. If management has made a reasonable attempt to contact the responsible party, but the party is unavailable, unwilling or unable to care for the pet, management may then contact the appropriate state or local agency and request removal of the pet from the project.

IX. Exclusions

1. All animals that are utilized to assist the handicapped for the purpose of sight or hearing such as seeing eye dogs, hearing dogs or cats, are excluded from the following parts of this pet policy:

IV (1)
V (2) (A) (B) (D)
V (3) (B) (E) (F)
VI (3) (A)
2. However, excluded pet owners must produce documentation of such a handicap and a statement that the animal has been trained to assist the handicapped individual.
3. In regard to Article VI (1), Sanitary Standards, the following will prevail:
 - a. A suitable arrangement must be worked out between management and the handicapped pet owner for waste dropping and disposal.

ATTACHMENT H

Brief Statement of Progress in Meeting the 5-Year Plan Mission and Goals

In each annual Plan following the first PHA Plan, each PHA must include a brief statement of its progress in meeting the mission and goals outlined in its current 5-Year Plan. The current version of the template does not include a space for this statement. PHAs must provide this statement as an attachment to the PHA Plan. PHAs may either provide this brief statement as a brief narrative (approximately one page or shorter), or may add progress statements to the goals and objectives provided in the current 5-Year Plan, and indicate that the list constitutes a progress report. The attachment must be listed as a required attachment in the Annual Plan table of contents.

The PHA's mission is: The Palm Beach County Housing Authority is committed to achieving excellence in providing safe, clean and modern housing assistance while promoting self-sufficiency, upward mobility, and partnerships with our residents and others to enhance the quality of life in our communities.

The PHA's goal to expand our housing stock was augmented by 500 new choice vouchers and better control of vacant units in Public Housing during the past twelve months.

We are also committed to improve our PHAS and SEMAP scores and continue to work with the residents to create a better quality of life.

In addition to the previous 500 new choice vouchers, we have asked for an additional 649 units that may be awarded this fiscal year.

We are also working with the City of Boynton Beach to remove 48 to 62 public housing units in a demolition program with acquisition and relocation. Present tenants will be offered vouchers to relocate.

ATTACHMENT I

Membership of the Resident Advisory Board or Boards

Each PHA must provide a list of the members of its Resident Advisory Board or Boards (RAB/s) as a required attachment to the PHA Plan. If the number of participants is too large to reasonably list, then the document should include a list of the organizations represented on the RAB or other description sufficient to identify how members were chosen. "Membership of the Resident Advisory Board/s" must be listed as a "required attachment" in the Annual Plan table of contents.

The current list of advisors is as follows:

<u>NAME</u>	<u>LOCATION</u>
Dorothy Watson	Dyson Circle
Leonard Arthur	Drexel
Linda Giles	Schall
Jeanette McCoy	Schall
Anne Barbano	Drexel
Elsie Cornelius	Drexel
Brenda Clark	Lantana
Glenda Davis	South Bay
Sheila Hayes	Boynton Beach

ATTACHMENT J

Resident Membership of the PHA Governing Board

As specified in the *Public Housing Agency Organization: Required Resident Membership on Board of Directors or Similar Governing Body* Final Regulation, issued on October 21, 1999, PHAs are required to have a resident member of the PHA Board unless they meet specified exemption criteria. As a required attachment to the PHA Plan, each PHA must provide the name, method of selection (election or appointment), and term of appointment for the Resident Member of the PHA Governing Board. If the PHA does not have a resident serving on its Board, it must provide a statement including: the reason why the resident member has not been appointed to the board (including its exemption category), the date of the next term expiration that would provide an opportunity to appoint a resident to the board, and the name and title of the appointing official for the Governing Board. The "Resident Membership of the PHA Governing Board" must be listed as a "required attachment" in the Annual Plan table of contents.

Our present Board of Directors consists of five members who are appointed by the Governor of Florida. At least one member must be a resident. However, at the present time, the resident commissioner's position is vacant. We have had a tenant commissioner on our Board since March 1988. We had selected a resident from the Authority's Boynton Beach project to submit her name to the Governor's office for appointment but she has now relocated to Georgia. At present, we are conducting further review for possible applicants to fill the resident position.