

PHA Plans

5 Year Plan for Fiscal Years 2003 - 2007
Annual Plan for Fiscal Year 2003

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

**PHA Plan
Agency Identification**

PHA Name: Raleigh Housing Authority

PHA Number: NC 002

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

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
to provide safe, quality, affordable housing to low and moderate income families in the Greater Raleigh community; and to promote personal responsibility and self-sufficiency of residents while maintaining the fiscal integrity of the agency.

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:
Consider quality projects for bond financing
 - Acquire or build units or developments
 - Other (list below)
- Complete the HOPE VI redevelopment
 - Maintain an occupancy rate of 98% or better
 - Encourage resident self-sufficiency to move up and out of public housing
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 96%
RHA has been rated as a high performer for the last seven years
 - Improve voucher management: (**Most recent SEMAP score is 100%**)
 - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Maintain unit turn times of less than 20 days
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
 - No units are planned for disposition but RHA will dispose of numerous small parcels of vacant land that are too small to be useful.
 - Complete Phase III of the HOPE VI dispositions to complete the redevelopment of Halifax Court.
 - Consider and possibly submit a HOPE VI application for Chavis Heights- RHA's oldest existing public housing complex.
- Provide replacement public housing: Continue with HOPE VI acquisition
- Provide replacement vouchers:
- Other: (list below)
 - Convert efficiency apartments in the elderly high rise of Glenwood Towers to larger one-bedroom units to increase marketability and resident living environment.

- 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:
 - RHA offers the Home Ownership University to assist Section 8 and public housing families become homeowners but does not sell Public Housing units
 - Implement public housing site-based waiting lists:
 - Site-based waiting lists will be utilized for the redeveloped HOPE VI site and the scattered site single-family homes
 - Convert public housing to vouchers:
 - Other: (list below)
 - Provide quality management for affordable units at StonyBrook (i.e. IRS safe harbor rents for non-profits)

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)
 - Continue RHA's program under HOPE VI to purchase single family homes in non-minority, non-poverty areas of the city.
 - Continue to monitor communities for safety improvements.
 - Continue efforts to increase the involvement of residents
 - Determine whether to pursue a second HOPE VI application for Chavis Heights or other community.

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)
 - Continue to offer the Family Self-Sufficiency program to encourage residents to secure employment and benefit from the escrow savings account.
 - Provide single family homes for FSS participants and working families with 24 months of continuous employment. Residents have five years to achieve self-sufficiency or else they must return to more traditional public housing units.
 - Continue to develop the Home Ownership University (HOU) to prepare residents for future homeownership.

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)
 - Provide 24 villas as part of the HOPE VI redevelopment that are designed for persons with disabilities. Former Halifax Court residents that are disabled and displaced by HOPE VI will have a priority to return to the new site which includes a variety of bedroom sizes.

Other PHA Goals and Objectives: (list below)

- Under the HOPE VI Redevelopment plan complete the 90-unit senior tax credit building and begin occupancy in coordination with Capital Area Developments, Inc. RHA will manage the senior living facility.

- Maintain 100% lease up in Section 8 and 98% occupancy for public housing.
- Continue to support and secure the support of community partners to implement the Home Ownership University to move 10 families into homeownership per year.
- RHA is in the process of looking in to the feasibility of submitting a second HOPE VI application for Chavis Heights. This is RHA's oldest existing public housing community located in a severely distressed area of the City of Raleigh.

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Raleigh Housing Authority continues to make significant progress under the HOPE VI revitalization grant. Construction is underway for the 90-unit elderly tax credit building. Construction is due to start by the end of 2001 on the RHA Administrative office building and will be completed in the time covered in this Agency Plan. Construction of the public housing units will start early in the 2002 fiscal year. HOPE VI is moving ahead in a timely manner and is on schedule to be completed in four years. RHA is also at the point of considering a second HOPE VI application for Chavis Heights or other community based on requirements of the upcoming NOFA. RHA regularly looks at its policies and procedures to determine more cost-effective methods of operation. RHA implements policies to hold residents accountable and instill a sense of responsibility. RHA's policy of providing incentive single-family homes provides a reward for residents that are committed to employment. This diminishes the sense of hopelessness many public housing residents have because they can see concretely the benefits of work. They are able to "earn" their way out of the "projects" and free themselves from the stigma of public housing. RHA continues to develop the Home Ownership University (HOU) to prepare residents for home purchase. Much of RHA's self-sufficiency efforts for residents relate to money management and credit cleansing. RHA is also directing efforts toward encouraging resident involvement. Apathy is a problem with many residents. Lastly, RHA is upgrading conventional public housing units to more closely mirror market rate units. RHA has a schedule for adding air conditioning to all public housing units. RHA is also upgrading common areas such as lobbies and management offices. RHA is also working to improve the efficiency and effectiveness of the Section 8 program which includes increasing Section 8 reserves.

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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Annual Plan

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration – Attachment A
- FY 2000 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 2003 Capital Fund Program 5 Year Action Plan
- 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)
 - Conversion Analysis – Attachment D
 - Statement of Progress- Attachment E

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 |
| XX | PHA Plan Certifications of Compliance with the PHA Plans | 5 Year and Annual Plans |

List of Supporting Documents Available for Review

| Applicable & On Display | Supporting Document | Applicable Plan Component |
|------------------------------------|---|--|
| | and Related Regulations | |
| XX | State/Local Government Certification of Consistency with the Consolidated Plan | 5 Year and Annual Plans |
| XX | 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 |
| XX | 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 |
| XX | Most recent board-approved operating budget for the public housing program | Annual Plan: Financial Resources; |
| XX | 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 |
| XX | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| XX | 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 |
| XX | 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 |
| XX | Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| | Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| XX | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) | Annual Plan: Operations and Maintenance |
| XX | Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing | Annual Plan: Grievance Procedures |

List of Supporting Documents Available for Review

| Applicable & On Display | Supporting Document | Applicable Plan Component |
|------------------------------------|---|---|
| | A & O Policy | |
| XX | Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| XX | 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 |
| XX | 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 |
| XX | 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 |
| XX | 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 |
| XX | 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 |
| N/A | Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| XX | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| XX | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| N/A | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |
| XX | 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 |
| XX | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit |
| | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| | Other supporting documents (optional) (list individually; use as many lines as necessary) | (specify as needed) |
| | | |

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|---------|--------------------|--------|---------|--------------------|------|---------------|
| Family Type | Overall | Afford- ability | Supply | Quality | Access- ibility | Size | Loca- tion |
| Income <= 30% of AMI | 18424 | 5 | 5 | 5 | 4 | 4 | 4 |
| Income >30% but <=50% of AMI | 16248 | 5 | 5 | 5 | 4 | 4 | 4 |
| Income >50% but <80% of AMI | 28329 | 4 | 3 | 3 | 4 | 3 | 3 |
| Elderly | 12000 | 4 | 2 | 2 | 3 | 2 | 2 |
| Families with Disabilities | N/A | | | | | | |
| Race/Ethnicity Black | 20703 | 5 | 4 | 4 | 4 | 3 | 3 |
| Race/Ethnicity White | 40044 | 5 | 4 | 4 | 4 | 3 | 3 |
| Race/Ethnicity Latino | 2054 | 5 | 4 | 4 | 5 | 3 | 3 |

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|---------|----------------|--------|---------|----------------|------|-----------|
| Family Type | Overall | Afford-ability | Supply | Quality | Access-ibility | Size | Loca-tion |
| Race/Ethnicity All others | 200 | 5 | 4 | 4 | 5 | 3 | 3 |

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
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: 2000
- Other sources: (list and indicate year of information)
 - Housing Affordability Task Force Report, September, 1999 (Wake County)
 - Raleigh Trends, October 2000 (City of Raleigh)
 - National Low Income Housing Coalition- Out of Reach Report, September 2000
 - City of Raleigh Growth and Development Report- Winter 2000/2001
 - Wake County Consolidated Plan FY 2000-2005
 - City of Raleigh One Year Action Plan FY 2001-2002

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 checked="" type="checkbox"/> | Public Housing | | |
| <input type="checkbox"/> | Combined Section 8 and Public Housing | | |
| <input type="checkbox"/> | Public Housing Site-Based or sub-jurisdictional waiting list (optional) | | |
| If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 2601 | | |
| Extremely low income <=30% AMI | 2480 | 95% | |
| Very low income (>30% but <=50% AMI) | 117 | 4% | |

Housing Needs of Families on the Waiting List

| | | | |
|-----------------------------------|------|------------|--|
| Low income (>50% but <80% AMI) | 4 | 1% | |
| Families with children | 1521 | 58% | |
| Elderly families | 117 | 4% | |
| Singles | 408 | 16% | |
| Families with Disabilities | 555 | 21% | |
| Race/ethnicity (Black) | 2405 | 92% | |
| Race/ethnicity (White) | 171 | 6% | |
| Race/ethnicity (Latino) | 10 | .03% | |
| Race/ethnicity (Eastern European) | 8 | .03% | |
| Race/ethnicity (No race provided) | 7 | .03% ** | |

| | | | |
|---|------|-----|--|
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR/0BR | 1011 | 39% | |
| 2 BR | 974 | 37% | |
| 3 BR | 513 | 20% | |
| 4 BR | 86 | 3% | |
| 5 BR | 17 | <1% | |
| 5+ BR | 0 | 0 | |

** Numbers do not equal 100% due to rounding

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

If yes:

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

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

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

Housing Needs of Families on the Waiting List

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

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

If used, identify which development/subjurisdiction:

| | # of families | % of total families | Annual Turnover |
|---|---------------|---------------------|-----------------|
| Waiting list total | 5585 | | |
| Extremely low income <=30% AMI | 5318 | 95% | |
| Very low income (>30% but <=50% AMI) | 257 | 4% | |
| Low income (>50% but <80% AMI) | 10 | 1% | |
| Families with children | 3815 | 68% | |
| Elderly families | 385 | 6% | |
| Singles | 387 | 7% | |
| Families with Disabilities | 998 | 18% | |
| Race/ethnicity (Black) | 5143 | 92% | |
| Race/ethnicity (White) | 398 | 7% | |
| Race/ethnicity | 18 | .03% | |
| Race/ethnicity | 16 | .03% | |
| Race/ethnicity (None provided) | 10 | .02% ** | |
| | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | | | |
| 2 BR | | | |
| 3 BR | | | |
| 4 BR | | | |
| 5 BR | | | |
| 5+ BR | | | |

Housing Needs of Families on the Waiting List

** Numbers do not equal 100% due to rounding

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

If yes:

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

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development *Complete HOPE VI redevelopment
- 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)
- Issue housing bonds that meet the criteria established by RHA which include items such as located in non-minority, non-poverty areas of the City and that provide high quality affordable housing owned and managed by reputable entities.

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)
- Offer single family public housing units to families that have been working for two years and adhere to the lease agreement standards.
- Provide the Home Ownership University (HOU) to assist working families to prepare for eventual home purchase or market rate rental.

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)
- Provide the on-site management for the 90-unit elderly tax credit building being constructed by RHA's wholly-owned non-profit. This will include outreach.
- Develop marketing tools and strategies to promote our housing opportunities to senior citizens.
- Continue to convert efficiency apartments to larger, more marketable one-bedroom units in the elderly high rises. These decisions are made based on occupancy rates and feedback from potential applicants.

- Provide an admission preference for elderly and disabled singles over other singles.

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)
- Provide an admission preference for disabled singles over other singles.

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)
- Distribute public housing marketing brochure throughout the community to increase awareness and interest among the general public.

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)
- Participate in community activities to promote programs including staff representation on Boards that serve mutual clients.

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs

- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

| Financial Resources: Planned Sources and Uses | | |
|---|-------------------|---------------------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2001 grants) | | |
| a) Public Housing Operating Fund | 3,111,191 | |
| b) Public Housing Capital Fund | 3,247,746 | |
| c) HOPE VI Revitalization | 0 | |
| d) HOPE VI Demolition | 0 | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | e) 21,385,433 | |
| f) Moderate Rehab | f) 291,633 | |
| g) Shelter + Care | g) 15,280 | |
| h) Public Housing Drug Elimination Program (including any Technical Assistance funds) | 152,772 | |
| i) Resident Opportunity and Self-Sufficiency Grants | 0 | |
| j) Community Development Block Grant | 0 | |
| k) HOME | | |
| Other Federal Grants (list below) | | |
| Capital Fund Replacement Hsg. | 200,029 | |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| HOPE VI Revitalization | 9,300,000 | Halifax Court Redevelopment |
| | | |
| | | |
| 3. Public Housing Dwelling Rental Income | 2,420,327 | |
| Excess Utilities | 28,824 | PH Ops and Capital Improvements |

| Financial Resources: Planned Sources and Uses | | |
|--|-------------------|---------------------------------|
| Sources | Planned \$ | Planned Uses |
| Other Tenant Income | 163,410 | PH Ops and Capital Improvements |
| 4. Other income (list below) | | |
| Non-dwelling rental | 17,890 | PH Ops |
| Interest Income | 265,318 | PH Ops |
| 4. Non-federal sources (list below) | | |
| Bond Income | 29,534 | PH Ops |
| Rooftop rental | 75,847 | Support services |
| Management fees | 53,310 | PH/Section 8 operations |
| Total resources | 40,758,544 | |
| | | |
| | | |

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) Top 50 by date and time and bedroom size.
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)
 - Any time the verifications are over 120 days old they are done again

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
 - Credit histories
 - Outstanding charges owed to RHA in any of its rental assistance programs.
 - History of fraud in any of RHA's housing programs
 - Registered sex offender status

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

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

(2)Waiting List Organization

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

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

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

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

- Applications office located at 616 Tucker Street

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?3

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

*The site-based waiting list will be developed for the HOPE VI site of 1) Capital Park and 2)HOPE VI off-site single family homes and 3)the remaining scattered site single family homes will be consolidated into one site-based waiting list.

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

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 (HOPE VI only)
- Other (list below)

- Main Applications office located at 616 Tucker Street

(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

* RHA takes into consideration the applicant's need for public transportation- not all units are located on a bus line. If it presents a hardship to the applicant, RHA will only offer a unit with public transportation.

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)

- Handicapped accessibility
- HOPE VI Relocation

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 (**Limited to 5 per fiscal year**)
 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)
 - Applicants in wheelchairs that need available wheelchair accessible units
 - Elderly and disabled singles over able-bodied singles

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

1 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- 2 Victims of domestic violence (Limited to 5 per fiscal year)
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 2 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)
 - 1 Applicants in wheelchairs that need available wheelchair accessible units
 - 2 Elderly and disabled singles over able-bodied singles
 - 2 Elderly residents legally responsible for minor children

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)
- Agency Plan document and attachments
 - Material posted in management offices

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)

- Applicants from outside the local jurisdiction must provide a certified copy of their police report from the locality of their last residence.
- Applicants are checked to make sure they do not owe any outstanding balances to RHA.

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

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

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

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

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

(2) Waiting List Organization

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

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)
- Applications office located at 616 Tucker Street

(3) Search Time

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

If yes, state circumstances below: The applicant must provide a statement of the places they have contacted to find a housing unit. If the person is actively looking an extension may be granted. RHA also considers health and extenuating circumstances when considering an extension.

(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 (*Limited to 5 per fiscal year*)
- 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)

- Elderly and disabled
- Family with legal custody of minor children
- Seniors displaced from Halifax Court that wish to return to the revitalized community (Parkview Manor) but need Section 8 Voucher assistance to do so.

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

1 Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 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)

- 2 Elderly and disabled
- 2 Family with legal custody of minor children
- 2 Seniors displaced from Halifax Court that wish to return to the revitalized community (Parkview Manor) but need Section 8 Voucher assistance to do so.

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)
- Newspaper announcements
- Direct contact

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 increase
- 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)
- Input from landlords

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

| Program Name | Units or Families Served at Year Beginning | Expected Turnover |
|---|---|--------------------------|
| Public Housing | | |
| 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.

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at **Attachment B-Capital Fund Annual and Five-Year Plan**

-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 B- Annual and Five-Year Plan are combined**

-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: Halifax Court

2. Development (project) number: NC 2-2 and NC 2-4 (Contiguous)

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:
Chavis Heights (NC 2-1 and NC 2-3)

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: The completion of the 90 unit elderly tax credit building is scheduled for September 2002. The rest of the residential units will be public housing units funded through the HOPE VI program. RHA is also considering its funding options for a potential HOPE VI application for Chavis Heights.

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name: Halifax Court |
| 1b. Development (project) number: NC 2-2 and NC 2-4 |

| |
|---|
| 2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/> |
| 3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: 09/21/01 |
| 5. Number of units affected: vacant land |
| 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: 01/02/02 b. Projected end date of activity: Upon HUD approval 3/31/02 * This is included due to RHA not knowing when the SAC will approve the request. It could carry over into fiscal year 2002-2003. |

| Demolition/Disposition Activity Description |
|--|
| 1a. Development name: Chavis Heights 1b. Development (project) number: NC 2-1 and NC 2-3 |
| 2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/> |
| 3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> RHA looking at its options and in the preliminary stages of consideration |
| 4. Date application approved, submitted, or planned for submission: 6/30/02 |
| 5. Number of units affected: 296 |
| 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development |
| 7. Timeline for activity: a. Actual or projected start date of activity: 06/30/02 b. Projected end date of activity: Upon HUD approval * RHA is looking into its options for this community as it is RHA's oldest and most dilapidated community. No plans have been developed or finalized. |

| Demolition/Disposition Activity Description |
|--|
| 1a. Development name: None ** See Below** 1b. Development (project) number: None |
| 2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/> |
| 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: <u>(TBD)</u> |
| 5. Number of units affected: Vacant Land |
| 6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development ** <input type="checkbox"/> Total development **RHA was the redevelopment authority for the City of Raleigh over twenty years ago. As a result a number of very small pieces of property are owned by RHA. These are too small to serve any useful purpose. Most of these will be conveyed to adjoining property owners to dispose of these parcels. |
| 7. Timeline for activity: a. Actual or projected start date of activity: 6/1/02 b. Projected end date of activity: 3/31/03 |

9.

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

| |
|---|
| <p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p> |
| <p>6. Number of units affected:</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p> |

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 |
|--|
| <p>1a. Development name:</p> <p>1b. Development (project) number:</p> |
| <p>2. What is the status of the required assessment?</p> <p><input type="checkbox"/> Assessment underway</p> <p><input type="checkbox"/> Assessment results submitted to HUD</p> <p><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)</p> <p><input type="checkbox"/> Other (explain below)</p> |
| <p>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.)</p> |
| <p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p> <p><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway</p> |

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

| Public Housing Homeownership Activity Description (Complete one for each development affected) |
|---|
| 1a. Development name: |
| 1b. Development (project) number: |
| 2. Federal Program authority: <input type="checkbox"/> HOPE I |

| |
|--|
| <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99) |
| 3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) |
| 5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development |

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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 use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2003 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: Attachment C- PHDEP Template)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment (File name)
 - Provided below:

RESIDENT ADVISORY BOARD COMMENTS: October 24, 2001

The following items were discussed at the RAB meeting.

- Residents would like to establish the Inter-Community Council Office in Glenwood Towers once RHA vacates this space for its new Administrative Office building. They were very curious as to the use of the buildings once RHA moves to its new offices. They voiced the concern that Christ Church could bring an undesirable element to this area and put the seniors at risk. **RHA response- RHA will consider the ICC's request to locate their offices in Glenwood Towers once the new RHA office building is completed. RHA has already begun discussions relating to the types of services the church will offer in this community of senior citizens. The residents of Glenwood Towers will be involved in the discussions to plan for the future use of these facilities. The lease agreement with the church will also address issues such as the services to be provided and the church's responsibility to be a good neighbor to Glenwood Towers residents.**
- There was considerable discussion on the standards of occupancy for live-in maintenance staff. The RAB felt the same standards should be enforced for everyone including live-in maintenance. **RHA response- The staff is already working on the case they were discussing. The complaints seemed limited to only one live-in maintenance person and staff is already working on correcting this situation. The Live-In Maintenance staff must abide by the same lease as the residents except the rent and income determination requirements.**
- It was suggested that residents have an opportunity to provide comments in ways other than in writing. **RHA response- The Special Assistant to the Executive Director who facilitated this meeting offered to attend resident council meetings to discuss these items with residents. This same offer was made last year and no invitations were forthcoming from residents.**
- Residents wanted more communication from the maintenance staff- Residents want staff to let them know when a job is finished or if they plan to return later. They also wanted the maintenance person to tell them if the work item was going to be charged to them. **The maintenance person does not make the final call on whether a particular item will be charged to the resident or not. Once the work order gets to maintenance, it reviewed to determine if the charge appears reasonable. If the charge is deemed correct, it is forwarded to the management office. The manager then reviews the charge. If the manager disagrees with the charge, it is returned to maintenance for a justification. If maintenance still feels the tenant should be charged, it is forwarded to the Director or Assistant Director of Housing Management. If Management agrees the resident should be charged, it is added to the next rent statement. There is at least 30 days allowed for residents to pay these charges. At this point, the resident can contest the charge with their manager. This is the resident's opportunity to give their side of the story. If the manager still feels the resident should be charged, the charge will stand.**
- Residents talked about how the utility bills are too high. In discussing this situation, habits of some of the residents were mentioned that would lead to higher utility bills. **RHA response- RHA has noticed resident habits that would increase utility bills. For example, residents leave their doors open and expect the storm screen door to contain the heat or air conditioning. Many residents also keep their homes very warm in winter (80 degrees or so) which is very expensive. It should also be understood that the utility allowance is not intended to pay every penny of utility costs. It is intended to "assist" with utility costs. RHA will provide a brochure, newsletter article or some other reference material for residents that addresses this issue in the very near future.**
- The preference for elderly and disabled singles was discussed with the panel. The residents agreed that able-bodied singles should not be the focus for our limited housing units.
- It was also suggested that the next resident member on the RHA Board of Commissioners should come from the family communities not an elderly person. The RAB felt that elderly persons living in an elderly community did not have the same exposure as someone from a family development. **RHA response- There has been a resident on the Board of Commissioners of RHA for over 20 years. The current representative is a senior citizen but the two representatives prior to the senior were residents of the family communities. The Mayor of the City of Raleigh appoints all board members.**
- Questions were asked that related to the eviction process under the Section 8 program. This process was explained and RHA attempted to explain the differences in RHA responsibility between public housing which it owns and section 8 which it administers.

- The RAB also asked why the grievance procedure had been changed? The residents did not like the disbanding of the resident panel and feel the current process is slanted toward RHA's favor. **RHA Response- The policy was changed to streamline the process. RHA had difficulty getting a quorum of resident representatives to hear the cases. This meant hearings were having to be canceled and rescheduled which presented problems to RHA and the resident requesting the grievance hearing. There were also issues relating to residents hearing cases from their own communities which brought into question the impartiality of the resident representative. The policy was developed and circulated for public comment and no comments were received. Hearings are held by a third party hearing officer to insure that the hearing is impartial.**
- HOPE VI was discussed with special emphasis on the site-based waiting lists. The RAB was informed of the last phase of the disposition at the HOPE VI site and the qualifications to return. The RAB supported the idea that former Halifax Court families would have the first opportunity to return and felt the requirements were fair considering these have been shared with the former Halifax Court families since 1999.
- Residents provided input into the scheduling of repair items under the Capital Fund Program. The Assistant Director of the Development Department discussed these items with the residents. Staff agreed to follow-up on their suggestions to change the scheduling of some work items. For example, staff will look into moving the replacement of kitchen cabinets in Meadowridge sooner than 2003 as originally planned.

Each resident in attendance received a copy of the Agency Plan template, the proposed Admissions and Occupancy Policy and summary of the changes and the Capital Fund one year and five-year plans. This response was also mailed on November 20th to all Resident Advisory Board members that attended.

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance

- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) **City of Raleigh**

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)
 - Continue to focus housing resources toward lowest income families i.e. families at or below 30% of Area Median Income.
 - Focus on the production of rental units
 - Adhere to the City's Scattered Site policy to distribute low income housing throughout the City and not concentrate units in high poverty, high minority concentration neighborhoods.
 - Provide assistance to first time home buyers to enable them to purchase homes.
 - Complete the redevelopment of Halifax Court under the HOPE VI Program to develop the mixed-income community to be known as Capital Park

Other: (list below)

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

The City has committed \$500,000 to assist with the redevelopment of Halifax Court under the HOPE VI grant. RHA and the City of Raleigh work together to update the Consolidated Plan each year to insure that efforts are coordinated. The Certification of Consistency with the Consolidated Plan will be submitted following the Internet submission of this plan. RHA and the City of Raleigh staff and elected leadership are discussing possibilities for Chavis Heights as a potential HOPE VI application.

D. Other Information Required by HUD

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

Attachments

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

Deconcentration Analysis- Attachment A
Capital Fund Annual and Five-Year Plan- Attachment B
PHDEP Template- Attachment C- OPTIONAL
Conversion Analysis- Attachment D
Statement of Progress- Attachment E
Resident Survey Results- Attachment F

Attachment A

**DECONCENTRATION ANALYSIS
Raleigh Housing Authority
FY 4/1/02 –3/31/03**

- Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule?
Yes
- Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? **No**

The Raleigh Housing Authority (RHA) has completed its analysis of the public housing developments covered by the Deconcentration of Poverty regulations. The elderly housing developments of Glenwood Towers and Carriage House are excluded from this analysis. The only communities that meet the criteria of 100 units are Chavis Heights and Walnut Terrace.

The incomes of RHA residents are low and the City of Raleigh Area Median Income is the highest in the state. As a result, tenant incomes rarely exceed 15% of AMI authority-wide. The waiting lists for both public housing and Section 8 indicate that 95% of applicants have incomes below 30% AMI.

| Annual Statement/Performance and Evaluation Report/Annual Statement Five-Year Action Plan | | | | | |
|---|---|---|---------|------------------------------|----------|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary | | | | | |
| PHA Name: Housing Authority of the City of Raleigh | | Grant Type and Number Capital Fund Program Grant No: NC19P00250202 Replacement Housing Factor Grant No: | | Federal FY of Grant: 2002 | |
| <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input 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 | |
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | | | | |
| 2 | 1406 Operations | 135,000 | | | |
| 3 | 1408 Management Improvements | 50,000 | | | |
| 4 | 1410 Administration | 320,628 | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 100,000 | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | 373,000 | | | |
| 10 | 1460 Dwelling Structures | 1,549,803 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 75,000 | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | 112,813 | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | 275,000 | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | 256,502 | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 3,247,746 | | | |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | | | | |
| 25 | Amount of Line 21 Related to Security – Hard Costs | | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | | | | |

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

| PHA Name: Housing Authority of the City of Raleigh | | Grant Type and Number Capital Fund Program Grant No: NC19P00250202 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2002 | | |
|--|--|---|---------------|----------------------|---------|------------------------------|----------------|----------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| NC2-1/3 Chavis Heights | Site Work | 1450 | Partial | 50,000 | | | | |
| | Vinyl Fascia/Soffit | 1460 | All Building | 227,372 | | | | |
| NC2-5 Walnut Terrace | | | | | | | | |
| | Erosion/Sidewalks | 1450 | Partial | 65,000 | | | | |
| NC2-6 Glenwood Towers | Replace Air Condition Units | 1460 | Partial | 25,000 | | | | |
| | | | | | | | | |
| NC2-7 Kentwood | Site Work | 1450 | Partial | 47,350 | | | | |
| | Install Air Conditioning | 1460 | All Units | 178,000 | | | | |
| | Interior Repairs | 1460 | Partial | 71,470 | | | | |
| NC2-10 Oaks | Bathroom Renovations | 1460 | Partial | 60,000 | | | | |
| | Power Wash vinyl | 1460 | All Buildings | 25,000 | | | | |
| | Gutters Installed | 1460 | All Buildings | 27,000 | | | | |
| NC2-11 Mayview | Refinish Floors | 1460 | Partial | 30,000 | | | | |
| | | | | | | | | |
| NC2-11 Mayview | Gutters Installed | 1460 | All Buildings | 30,000 | | | | |
| | | | | | | | | |

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

| PHA Name: Housing Authority of the City of Raleigh | | Grant Type and Number Capital Fund Program Grant No: NC19P00250202 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2002 | | |
|--|--|---|--------------|----------------------|---------|------------------------------|----------------|----------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| NC2-12/13 Heritage Park | | | | | | | | |
| | Site Work | 1450 | Partial | 50,000 | | | | |
| | Replace Handrails | 1450 | Partial | 30,000 | | | | |
| NC2-14 Meadowridge | | | | | | | | |
| | Paint Interiors | 1460 | Partial | 35,000 | | | | |
| NC2-15 Carriage House | Replace Air Condition Units | 1460 | Partial | 25,000 | | | | |
| | Replace Hall Base Mold | 1460 | All | 50,000 | | | | |
| | Replace Refrigerators | 1465 | Partial | 25,000 | | | | |
| | Cabinet (Replace) | 1460 | Partial | 102,000 | | | | |
| NC2-18 Birchwood | Install Air Conditioning | 1460 | All Units | 191,461 | | | | |
| | Install Gutters | 1460 | All Units | 40,000 | | | | |
| | Re-Pave Parking Lots | 1450 | All Lots | 60,000 | | | | |
| NC2-19 Valley Brook | Clean Roof Stains | 1460 | All Building | 65,000 | | | | |
| | Paint Interiors | 1460 | All Units | 75,000 | | | | |
| | Install Air Conditioning | 1460 | All Units | 148,000 | | | | |
| NC2-21 Stonecrest | Pave Parking Lots | 1450 | All | 70,650 | | | | |

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

| PHA Name: Housing Authority of the City of Raleigh | | Grant Type and Number Capital Fund Program Grant No: NC19P00250202 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2002 | | |
|--|--|---|----------|----------------------|---------|------------------------------|----------------|----------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| HA-Wide | Termite Inspection | 1460 | Partial | 104,500 | | | | |
| | Carpet Replacement | 1460 | Partial | 40,000 | | | | |
| | Ranges & Refrigerators | 1465 | Partial | 50,000 | | | | |
| Administration | Operation | 1406 | | 135,000 | | | | |
| | Management Improvement | 1408 | | 50,000 | | | | |
| | Administration | 1410 | | 320,628 | | | | |
| | A & E | 1430 | | 50,000 | | | | |
| | Fees & Cost | 1430 | | 50,000 | | | | |
| | Non-Dwelling Structures | 1490 | | 275,000 | | | | |
| | Non-Dwelling Equipment | 1475 | | 22,813 | | | | |
| | Vehicles | 1475 | | 70,000 | | | | |
| | Equipment/Computer | 1475 | | 20,000 | | | | |
| | Contingency | 1502 | | 256,502 | | | | |

**Annual Statement/Performance and Evaluation Report/Annual Statement for Five-Year Action Plan
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule**

| PHA Name: Housing Authority of the City of Raleigh | | Grant Type and Number Capital Fund Program No: NC19P00250202 Replacement Housing Factor No: | | | | Federal FY of Grant: 2002 | |
|--|---|---|--------|---|---------|------------------------------|----------------------------------|
| 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 | |
| NC2-1/3 Chavis Heights | 2004 | | | 2006 | | | |
| NC2-5 Walnut Terrace | 2004 | | | 2006 | | | |
| NC2-6 Glenwood Towers | 2004 | | | 2006 | | | |
| NC2-7 Kentwood | 2004 | | | 2006 | | | |
| NC2-10 Oaks | 2004 | | | 2006 | | | |
| NC2-11 Mayview | 2004 | | | 2006 | | | |
| NC2-12/13 Heritage Park | 2004 | | | 2006 | | | |
| NC2-14 Meadowridge | 2004 | | | 2006 | | | |
| NC2-15 Carriage House | 2004 | | | 2006 | | | |
| NC2-18 Birchwood | 2004 | | | 2006 | | | |
| NC2-19 ValleyBrook | 2004 | | | 2006 | | | |
| NC2-21 Stonecrest | 2004 | | | 2006 | | | |

Capital Fund Program Five-Year Action Plan

Part I: Summary

| PHA Name Housing Authority of the City of Raleigh | | <input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: | | | |
|---|------------------|--|--|--|---|
| Development Number/Name/HA-Wide | Year 1 | Work Statement for Year 2 FFY Grant: 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 |
| <i>NC2-1/3</i> Chavis Heights | Annual Statement | Cabinets (partial) Renovate Bathrooms(partial) | Water/Sewer Lines Site Work | Cabinets | Electric Panels |
| NC2-5 Walnut Terrace | | Site work (Storm Drain) Bathroom Lighting (partial) | Heat Pump Units Paint Doors | | Site Work Water Lines Electric Panels Paint Doors/ Rails Plaster Repair |
| NC2-6 Glenwood Towers | | Replace Closet Curtains Install Door Bells | Heat Pump (partial) Cabinet (partial) Replace Electric Switch Gear | Cabinet (partial) | Electric Panels |
| <i>NC2-7</i> Kentwood | | Stones/Refrigerators (partial) Furnaces/Bath Vents | Tub Surrounds | Paint Units Floor/Tile Repair | Sewer Lines Entry/Screen Doors Range Hoods |
| NC2-10 Oaks | | Floor Tiles Replaced | | Site Work Paint Units | Sewer Lines Concrete Patios |
| NC 2-11 Mayview | | Re-Pave Parking Lots Install Air Conditioning | | Replace Water Lines Ranges/Refrigerators | Replace Tubs Windows/Screens |
| NC2-12/13 Heritage Park | | Replace Baseboards Paint Inter (Partial) | Cabinets (2-13/Partial) | Tub surrounds Paint Interiors Clothes poles installed | Bathroom Vanity Floor Tile |
| NC2-14 Meadowridge | | Site Work | Cabinet Replacement | Paint Interiors Power Wash Vinyl Vinyl Repair Patio Screen Repair | Closet Doors Paint Exterior Doors |
| NC 2-15 Carriage House | | Replace Air Condition (partial) Site Work | Security Door System | Pave/Stripe Lots Kitchen Cabinets | Cabinets |
| NC 2-18 Birchwood | | Replace Windows (partial) Replace Floor Tiles (Partial) | Site Work Replace Shingles | Bathroom Renovations Paint Interiors | Site Work |

Attachment B- Capital Fund Annual and Five-Year Plan

Capital Fund Program Five-Year Action Plan

Part I: Summary

| PHA Name Housing Authority of the City of Raleigh | | <input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: | | | |
|---|--------|--|---|--|---|
| Development Number/Name/HA-Wide | Year 1 | Work Statement for Year 2 FFY Grant: 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 |
| NC2-19 Valleybrook | | Replace Doors Site Work (Partial) | Replace Shingles Floor Repair/Tile | Power Wash Vinyl | Renovate Bathrooms |
| NC2-20 East wood | | Paint Interiors Floor Tiles Replace Closet Doors Install Air Conditioners | Replace Exteriors Doors | Install Vinyl Siding | Site Work |
| NC2-21 Stonecrest | | Floor Tiles Replaced Site Work | Install Vinyl Siding | Patio Screen Repair | Entry/Screen Doors Cabinets Bathroom Renovations |
| NC2-22 Terrace Park | | | Paint Interiors | Shingle Replacement | Site Work Paint Exterior Doors Bathroom Renovations |
| NC2-25 Berkshire Downs | | Paint Units (Interior) Site Work | | Stoves/Refrigerators | Install Porch Rails Paint Entry Doors |
| HA-WIDE | | Carpet Replacement | Carpet Replacement Furnaces/Water Heaters(partial) | Carpet Replacement Furnaces/Waters(partial) Clean Storm Drains | |
| | | | | | |

Attachment B- Capital Fund Annual and Five-Year Plan

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

| Activities for Year 1 | Activities for Year :02 FFY Grant: PHA FY: 2003 | | | Activities for Year: 03 FFY Grant: PHA FY: 2004 | | |
|-----------------------|---|--|-----------------------------|---|--|------------------------------|
| | Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| See | NC2-1/3 Chavis Heights | Cabinets (partial) Renovate Bathrooms(partial) | 45,000 50,000 | NC2-1/3 Chavis Heights | Water /Sewer Lines(partial) Site Work(partial) | 75,000 55,000 |
| Annual | | | | NC2-5 Walnut Terrace | Site Work(partial) Paint Doors | 65,000 60,000 |
| Statement | NC2-5 Walnut Terrace | Site Work (storm drains) Bathroom Lights(partial) Heatpump Units | 74,372 55,000 300,000 | NC2-6 Glenwood Towers | Heat Pump Replacement(partia l) Cabinets(partial) Replace Electrical Switches | 50,000 200,000 140,000 |
| | NC2-6 Glenwood Towers | Closet Curtains Door Bells | 100,000 33,000 | NC2-7 Kentwood | Tub Surrounds | 160,000 |
| | NC2-7 Kentwood | Stoves/Refrigerators(partial) Furnaces/Bath Vents | 25,000 60,000 | NC2-12/13 Heritage Park | Cabinets(partial) | 53,000 |
| | NC2-10 Oaks | Floor Tiles | 75,000 | NC2-14 Meadow Ridge | Cabinets | 180,000 |
| | NC2-11 Mayview | Pave Parking Lots Install Air Conditioning | 40,000 147,000 | NC2-15 Carriage House | Security Door System | 65,000 |
| | NC2-12/13 Heritage Park | Replace Base Boards Paint Interiors | 60,000 50,000 | NC2-18 Birchwood | Replace Shingles Storage Room Doors | 58,186 58,186 |
| | NC2-14 Meadowridge | Site Work | 45,000 | NC2-19 Valleybrook | Replace Shingles Floor Repair/Tile | 130,000 150,000 |
| | NC2-15 Carriage House | Replace A/C Units(partial) Site Work | 25,000 25,000 | NC2-20 Eastwood | Replace Exterior Doors | 120,873 |
| | NC2-18 Birchwood | Replace Window Floor Tiles | 159,000 55,000 | NC2-21 Stonecrest | Vinyl Siding | 171,432 |
| | NC2-19 Valleybrook | Replace Doors Site Work(partial) | 100,432 40,373 | NC2-25 Berkshire | Replace Bath Tiles | 41,461 |

Attachment B- Capital Fund Annual and Five-Year Plan

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

| Activities for Year 1 | Activities for Year :02 FFY Grant: PHA FY: 2003 | | | Activities for Year: 03 FFY Grant: PHA FY: 2004 | | |
|-----------------------|---|--|--|---|--|-------------------|
| | Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| | NC2-20 Eastwood | Interior Paint Floor Tiles Replace Closet Doors Install A/C | 40,000 50,000 100,000 140,000 | NC2-22 Terrace Park | Paint Interiors | 90,000 |
| | NC2-21 Stonecrest | Floor Tiles Site Work | 60,000 30,000 | HA_Wide | Replace Carpet Furnaces/Water Heaters | 35,000 102,500 |
| | NC2-25 Berkshire | Paint Units Site Work | 55,000 25,000 | Administration | Administration | 320,628 |
| | HA-Wide | Carpet | 41,461 | | Operations | 185,000 |
| | Administration | Administration | 320,628 | | Management | 50,000 |
| | | Operations | 175,000 | | A & E | 75,000 |
| | | Management Improvements | 50,000 | | Fees & Cost | 75,000 |
| | | A & E | 50,000 | | Vehicles | 100,000 |
| | | Fees & Cost | 75,000 | | Non-Dwelling Equipment | 15,000 |
| | | Non-Dwelling Equipment | 25,000 | | Non-Dwelling Building | 30,000 |
| | | Dwelling Equipment | 50,000 | | Equipment/Computers | 30,000 |
| | | Vehicles | 90,000 | | Dwelling Equipment | 50,000 |
| | | Non-Dwelling Building | 30,000 | | Contingency | 256,480 |
| | | Computer Equipment | 20,000 | | | |
| | | Contingency | 256,480 | | | |
| | | Total CFP Estimated Cost | 3,247,746 | | Total CFP Estimated Cost | 3,247,746 |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Attachment B- Capital Fund Annual and Five-Year Plan

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

| Activities for Year 1 | Activities for Year :04 FFY Grant: PHA FY: 2005 | | | Activities for Year: __05_ FFY Grant: PHA FY: 2006 | | |
|-----------------------|---|--|--------------------------------------|--|---|--|
| | Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| | | | | | | |
| | NC2-1/3 Chavis Heights | Cabinets(partial) | 100,000 | NC2-1/3 Chavis Heights | Electric Panels | 150,000 |
| | NC2-6 Glenwood Towers | Cabinets(partial) | 150,000 | NC2-5 Walnut Terrace | Site Work Water Lines(partial) Electric Panels Paint Hand Rails Plaster Repair(partial) | 40,000 100,000 150,000 50,000 50,000 |
| | NC2-7 Kentwood | Paint Units Floor Repair/Tile | 70,000 75,000 | NC2-6 Glenwood Towers | Electric Panels | 150,000 |
| | NC2-10 Oaks | Site Work Paint Units | 55,000 54,500 | NC2-7 Kentwood | Sewer Lines Entry Doors Range Hoods | 50,000 45,000 25,000 |
| | NC2-11 Mayview | Replace Water Lines Replace/Stoves & Refrigerators | 85,000 50,000 | NC2-10 Oaks | Sewer Lines Concrete Patios(partial) | 75,000 30,000 |
| | NC2-12/13 Heritage Park | Paint Interiors Tub Surrounds Install Clothes Poles | 110,000 100,000 45,000 | NC2-11 Mayview | Replace Tubs Window/Screens | 60,000 125,000 |
| | NC2-14 Meadowridge | Paint Interiors Power Wash Vinyl Vinyl Repair Patio Screen Repair | 50,000 35,000 25,000 55,000 | NC2-12/13 Heritage Park | Bathroom Vanity Floor Tiles | 72,000 42,000 |
| | NC2-15 Carriage House | Paving Cabinets | 40,000 118,730 | NC2-14 Meadowridge | Closet Doors Paint Exterior Doors | 64,000 25,000 |
| | NC2-18 Birchwood | Bathroom Renovations Paint Interiors | 150,000 50,000 | NC2-15 Carriage House | Cabinets | 100,000 |
| | | | | NC2-18 Birchwood | Site Work | 50,000 |
| | NC2-19 Valleybrook | Power Wash Vinyl | 25,000 | NC2-19 Valleybrook | Bathroom Renovations | 79,151 |

Attachment B- Capital Fund Annual and Five-Year Plan

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

| Activities for Year 1 | Activities for Year :04 FFY Grant: PHA FY: 2005 | | | Activities for Year: __05_ FFY Grant: PHA FY: 2006 | | |
|-----------------------|---|--|--|--|---|--|
| | Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| | NC2-20 Eastwood | Install Vinyl | 165,000 | NC2-20 Eastwood | Site Work | 39,000 |
| | NC2-21 Stonecrest | Patio Screen Repair | 45,731 | NC2-21 Stonecrest | Entry Doors Cabinets Bathroom Renovations | 80,000 50,000 35,000 |
| | NC2-22 Terrace Park | Shingle Repair | 53,250 | NC2-22 Terrace Park | Site Work Paint Exterior Doors Bathroom Renovations | 45,000 35,000 25,000 |
| | NC2-25 Berkshire | Replace Stoves & Refrigerators | 33,600 | NC2-25 Berkshire Downs | Install Porch Rails Paint Entry Doors | 55,000 42,000 |
| | HA-Wide | Carpet Replacement Replace Furnaces & Water Heaters Clean Storm Drains | 50,000 102,250 75,000 | HA-Wide | Carpet | 50,000 |
| | Administration | Administration Operations Management A & E Fees & Cost Dwelling Equipment Non-Dwelling Building Non-Dwelling Equipment Vehicles Equipment/Computers Contingency | 320,628 167,577 50,000 75,000 75,000 75,000 50,000 30,000 150,000 30,000 256,480 | Administration | Administration Operations Management A & E Appliances Non-Dwelling Building Non-Dwelling Equipment Vehicles Equipment/Computers Contingency | 324,775 130,000 75,000 100,000 100,000 50,000 50,000 120,000 50,000 259,820 |
| | | Total CFP Estimated Cost | 3,247,746 | | Total CFP Estimated Cost | 3,247,746 |

Public Housing Drug Elimination Program Plan

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

*******This plan is based on the previous PHDEP allocation. The new allocations have not been distributed from HUD**

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 \$ 482,675.00**
- B. Eligibility type (Indicate with an "x")** N1 ___ X ___ N2 ___ R ___
- C. FFY in which funding is requested 2001**
- D. Executive Summary of Annual PHDEP Plan**

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

Raleigh Housing Authority's PHDEP plan incorporates drug elimination strategies in partnership with the greater communities to reduce drugs and crime in each of our public housing communities. RHA strongly supports residents input and works in tandem with the Resident organization to determine programs and services that will best meet the needs of the communities. Specifically, RHA's PHDEP initiatives include employment opportunities, academic and tutorial assistance, recreational & cultural activities, community enhancements, beautification projects and substance abuse services. These initiatives provide jobs for youth and adults, students that regularly participate in our academic programs have a higher success rate in the classroom, substance abuse services provide support that help families cope with the day to day e situations without turning to drugs, and lastly RHA with assistance from resident organizations provide residents with various types of recreational and cultural activities to increase their interaction in the communities as well as with the community at large. RHA's plan takes a holistic approach to addressing the individual, the family and the community. The plan is designed for residents to offer exposure and experiences to give them a hand up and a move towards self-sufficiency.

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 | Total # of Units within | Total Population to |
|--------------------|-------------------------|---------------------|
|--------------------|-------------------------|---------------------|

| (Name of development(s) or site) | the PHDEP Target Area(s) | be Served within the PHDEP Target Area(s) |
|--|--------------------------|---|
| Walnut Terrace, Chavis Height, Kentwood, Oaks | 1717 | public housing and scattered site communities |
| Birchwood, Eastwood, Mayview, Heritage, Stonecrest | same as above | same as above |
| Meadow Ridge, Valley Brook, Terrace Park | same as above | same as above |
| Glenwood Towers, Carriage House, Scattered Sites | same as above | same as above |

F. Duration of Program

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

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

G. PHDEP Program History

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

| Fiscal Year of Funding | PHDEP Funding Received | Grant # | Fund Balance as of Date of this Submission | Grant Extensions or Waivers | Anticipated Completion Date |
|------------------------|------------------------|----------------|--|-----------------------------|-----------------------------|
| FY 1995 | \$ 518,500.00 | NC19DEP0020195 | \$ 0 | GE | Closed |
| FY 1996 | \$ 515,750.00 | NC19DEP0020196 | \$ 0 | None | Closed |
| FY 1997 | \$ 516,100.00 | NC19DEP0020197 | \$ 0 | None | Closed |
| FY1998 | \$ 512,000.00 | NC19DEP0020198 | \$ 0 | None | Closed |
| FY 1999 | \$ 440,101.00 | NC19DEP0020199 | \$ 0 | None | 05/01 |
| FY 2000 | \$ 458,675.00 | NC19DEP0020100 | \$ 183,383.39 | None | 5/02 |
| FY2001 | \$ 490,155.00 | NC19DEP0020101 | \$490,155.00 | None | 05/31/03 |

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 _____ PHDEP Budget Summary | |
|---|----------------------|
| Budget Line Item | Total Funding |
| 9110 – Reimbursement of Law Enforcement | \$ 37,000.00 |
| 9120 – Security Personnel | \$ 13,000.00 |
| 9130 – Employment of Investigators | \$ 5,000.00 |
| 9140 – Voluntary Tenant Patrol | \$ 0 |
| 9150 – Physical Improvements | \$ 150,000.00 |
| 9160 – Drug Prevention | \$ 179,675.00 |
| 9170 – Drug Intervention | \$ 81,000.00 |
| 9180 – Drug Treatment | \$ 15,000.00 |
| 9190 – Other Program Costs | \$ 2,000.00 |
| TOTAL PHDEP FUNDING | \$ 482,675.00 |

C. PHDEP Plan Goals and Activities

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

| 9110 – Reimbursement of Law Enforcement | | | | | | Total PHDEP Funding: \$ 37,000.00 | |
|--|---------------------|-------------------|------------|------------------------|---------------|--|---|
| Goal(s) | | | | | | | |
| Objectives | | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHDEP Funding | Other Funding (Amount/Source) | Performance Indicators |
| 1. Contract for police services | | | 4/03 | 4/05 | \$37,000 | | Meeting RHA & HUD reporting guidelines and semi-annual crime report |

| 9120 – Security Personnel | | | | | | Total PHDEP Funding: \$ 13,000.00 | |
|---|---------------------|-------------------|------------|------------------------|---------------|--|---|
| Goal(s) | | | | | | | |
| Objectives | | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHDEP Funding | Other Funding (Amount/Source) | Performance Indicators |
| 1. part-time security for elderly communities | | | 4/03 | 4/05 | \$13,000 | | Meeting RHA & HUD reporting guidelines and reports from Housing Manager |

| 9130 – Employment of Investigators | | | | | | Total PHDEP Funding: \$ 5,000 | |
|---|---------------------|-------------------|------------|------------------------|---------------|--------------------------------------|---|
| Goal(s) | | | | | | | |
| Objectives | | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHDEP Funding | Other Funding (Amount/Source) | Performance Indicators |
| 1. hire private investigator | | | 4/03 | 4/05 | \$ 5,000 | | Meeting RHA & HUD reporting guidelines and reports from Housing Manager |

| | | | | | | | |
|---|---------------------|-------------------|------------|------------------------|----------------------------------|--------------------------------|------------------------|
| 9140 – Voluntary Tenant Patrol N/A | | | | | Total PHDEP Funding: \$ 0 | | |
| Goal(s) | | | | | | | |
| Objectives | | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding | Other Funding (Amount /Source) | Performance Indicators |

| | | | | | | | |
|-------------------------------------|---------------------|--|------------|------------------------|---|--------------------------------|---|
| 9150 – Physical Improvements | | | | | Total PHDEP Funding: \$ 150,000.00 | | |
| Goal(s) | | To increase safety, reduce crime and beautify communities by implementing changes or upgrades to the physical structure of the units and property. | | | | | |
| Objectives | | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding | Other Funding (Amount /Source) | Performance Indicators |
| 1.Beautification and Landscaping | | | 4/03 | 4/05 | \$ 50,000 | | Meeting RHA & HUD reporting guidelines and accomplishing grant milestones |
| 2. Playground Equipment | | | 4/03 | 4/05 | \$ 2,000 | | Same as above |
| 3. Security Light/Peepholes | | | 4/03 | 4/05 | \$ 50,000 | | “ “ “ |
| 4. Security Systems | | | 4/03 | 4/05 | \$ 15,000 | | “ “ “ |
| 5. Security Fence | | | 4/03 | 4/05 | \$ 33,000 | | “ “ “ |

| | | | | | | | |
|-------------------------------|---------------------|--|------------|------------------------|---|--------------------------------|---|
| 9160 – Drug Prevention | | | | | Total PHDEP Funding: \$ 179,675.00 | | |
| Goal(s) | | To promote self-sufficiency through the implementation of creative programs and services that will empower residents and give them opportunities to gain socio-economic independence and contribute to the community at large. | | | | | |
| Objectives | | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding | Other Funding (Amount /Source) | Performance Indicators |
| 1. Personnel | N/A | Public housing and scattered site communities | 4/03 | 4/05 | \$107,805 | | Meeting RHA & HUD reporting guidelines accomplishing grant milestones |
| 2. Fringe | N/A | Same as above | 4/03 | 4/05 | \$17,967.50 | | Same as above |
| 3. Program Support | 3,000 | Same as above | 4/03 | 4/05 | \$27,902.50 | | “ “ “ |
| 4. Sundry-Supplies | N/A | Same as above | 4/03 | 4/05 | \$ 2,000.00 | | “ “ “ |
| 5. Travel | N/A | Same as above | 4/03 | 4/05 | \$ 3,000.00 | | “ “ “ |
| 6. Equipment | N/A | Same as above | 4/03 | 4/05 | \$ 5,000.00 | | “ “ “ |
| 7. Sundry | N/A | Same as above | 4/03 | 4/05 | \$1,000.00 | | “ “ “ |

| 9170 – Drug Intervention | | | | | Total PHDEP Funding: \$ 81,000.00 | | |
|--------------------------------------|---|---|------------|------------------------|--|--------------------------------|---|
| Goal(s) | To reduce the infiltration of drugs and crime by developing systems to deter criminals from accessing housing and creating opportunity for self-sufficiency to empower residents. | | | | | | |
| Objectives | | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding | Other Funding (Amount /Source) | Performance Indicators |
| 1. Community Room Phones | N/A | Public housing and scattered site communities | 4/03 | 4/05 | \$ 1,000 | | Meeting RHA & HUD reporting guidelines and accomplishing grant milestones |
| 2. Nextel SVC Fee | N/A | Same as above | 4/03 | 4/05 | \$ 2,500 | | Same as above |
| 3. Security Monitoring | N/A | Same as above | 4/03 | 4/05 | \$ 1,500 | | “ “ “ |
| 4. Resident Employment | 1 | Same as above | 4/03 | 4/05 | \$ 25,000 | | “ “ “ |
| 5. Substation Repairs | N/A | Same as above | 4/03 | 4/05 | \$ 4,000 | | “ “ “ |
| 6. Contract Credit Report | N/A | Same as above | 4/03 | 4/05 | \$1,000 | | “ “ “ |
| 7. Repair Security Light & Equipment | N/A | Same as above | 4/03 | 4/05 | \$11,000 | | “ “ “ |
| 8. Contract ICC | 3000 | Same as above | | | \$ 35,000 | | “ “ “ |

| 9180 – Drug Treatment | | | | | Total PHDEP Funding: \$ 15,000 | | |
|------------------------------|--|---|------------|------------------------|---------------------------------------|--------------------------------|--|
| Goal(s) | To reduce the use of drugs and crime and to bring about the awareness of drugs and its impact on the individual, family and the community. | | | | | | |
| Objectives | Through workshops, counseling and treatment, residents will have a support mechanism to address the drug addiction and its impact on the individual as well as the family. | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding | Other Funding (Amount /Source) | Performance Indicators |
| 1. Contract w/South Light | 2000 | public housing and scattered site communities | 4/03 | 4/05 | 15,000 | | Meeting RHA & HUD reporting guidelines and monthly reports |

| 9190 – Other Program Costs | | | | | Total PHDEP Funds: \$ 2,000 | | |
|-----------------------------------|---------------------|-------------------|------------|------------------------|------------------------------------|--------------------------------|--|
| Goal(s) | N/A | | | | | | |
| Objectives | | | | | | | |
| Proposed Activities | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding | Other Funding (Amount /Source) | Performance Indicators |
| 1. Audit fees | | | 4/03 | 4/05 | \$ 1,000 | | Meeting RHA & HUD reporting guidelines and audit reports |
| 2. Miscellaneous | | | 4/03 | 4/05 | \$ 1,000 | | Same as above |

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 | | | 1 | \$37,000 |
| 9120 | | | 1 | \$13,000 |
| 9130 | | | 1 | \$5,000 |
| 9140 | | | | |
| 9150 | 1, 5 | \$45,000 | 3,4,5 | \$83,000 |
| 9160 | 1,2,3 | \$76,000 | 3,5,6 | \$17,500 |
| 9170 | | | 1,2,3,4,5,6,7,8 | \$81,000 |
| 9180 | | | 1 | \$8,000 |
| 9190 | | | 1,2 | \$2,000 |
| | | | | |
| TOTAL | | \$ 121,000 | | \$246,500 |

Section 4: Certifications

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

Attachment D: Voluntary Conversions

- a.) How many of the PHA's developments are subject to the Required Initial Assessment? **17**
- b.) How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g. elderly and/or disabled developments not general occupancy projects)? **2**
- c.) How many Assessments were conducted for the PHA's covered developments? **17**
- d.) Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessment:
None

If the PHA has not completed the Required Initial Assessments, describe the status. **Completed**

Attachment E

STATEMENT OF PROGRESS

The following is an update of the status of goals reflected in the FY 2001-2002 Agency Plan for April 1, 2001 – March 31, 2002

Goal 1- Increase the availability of decent, safe and affordable housing

- RHA received 700 welfare to work vouchers and was able to actually serve 912 families with this program.
- RHA also received a Fair Share Allocation of 416 vouchers which are currently being leased-up.
- RHA implemented its marketing plan and as a result has a pool of applicants for each bedroom size. Senior housing continues to be very competitive in our local market.
- RHA's non-profit subsidiary, Capitol Area Developments is in the process of constructing a 90-unit elderly tax credit building. Construction is on schedule.
- RHA continues to acquire existing single family homes as replacement public housing under the HOPE VI plan. There have been 47 homes purchased so far.
- Public Housing maintains an occupancy rate of 98%.
- RHA received a score of "A" under PHAS.
- RHA continues to follow its schedule of installing air conditioning in its public housing units.
- Eight efficiency units were combined into four more marketable, larger one bedroom units in Glenwood Towers. There is considerable competition among housing providers for seniors. This building was also upgraded to add an exercise room and computer room for the residents. The building has also been painted and new flooring installed in common areas. RHA is currently converting additional efficiency units to one bedroom units as well.
- RHA has implemented stringent Section 8 inspection standards to reduce the exposure of children to lead-based paint hazards including remediation and abatement of the hazard.
- All public housing units are inspected annually and some are inspected quarterly.

Goal 2- Improve Community Quality of Life and Economic Vitality

- Security improvements have been made in public housing including the installation of security cameras, fencing and lighting improvements. RHA is also working with the police department to improve the reporting of criminal activities in public housing.
- All applicants are screened for criminal records and previous landlord references are checked.
- RHA continues to partner with Community Learning Partners to provide access to computer learning centers for children and adults. Another Center was opened in the Mayview community in November 2001. There are now three centers in operation and two more are planned.
- A police officer has been housed in the Glenwood Towers units to improve security for the seniors.

Goal 3- Promote Self-Sufficiency and Asset Development of Families and Individuals.

- RHA has funded job training programs and educational programs for residents.

- RHA sponsors money management and credit management programs for both Section 8 and public housing residents.
- Continues to offer the Family Self-Sufficiency Program including the availability of the escrow account. RHA plans to look at the escrow program to modify it to be more beneficial to residents that have always worked instead of favoring residents that do not work and to support homeownership.
- Continue to offer single family homes as incentive units for residents that work. These homes are training units for potential home buyers. These units are rental units and RHA does not intend to sell these units at this time.
- Continue to coordinate the Community Task Force to address the needs of public housing and section 8 tenants. A number of successful partnerships have been developed through this committee.

Goal 4- Ensure Equal Opportunity in Housing for All Americans

- The marketing brochure has been widely distributed to promote public housing to all segments of the local population.
- Continue to provide reasonable accommodation to residents in need of such.

RESIDENT ASSESSMENT SURVEY

FOLLOW-UP PLAN

FY-4/1/02-3/31/03

There are three areas that require a follow-up plan. There are a couple of general comments the Raleigh Housing Authority (RHA) would like to make:

1. In total, the response rate has improved and exceeds the national response rate by 9%. However, the response rate is still well below 50%. RHA's experience has shown that resident participation in meetings generally increases when residents are dissatisfied or are unhappy about a particular thing. The low response rate may be indicative of a resident population that is generally satisfied.
2. Scores improved in every area assessed except the neighborhood appearance category. In most inner city public housing locations, RHA's units are the best units in the neighborhood. This category represents the ongoing problems caused by the residents themselves. Noise, trash, graffiti, household pests, broken glass and abandoned cars are all things caused or aggravated by the residents. Reducing these problems means changing the habits of the residents themselves which is an extremely difficult task. Housing authorities struggle daily with these issues.

The following information relates to the specific deficiencies noted by the survey results and RHA's plan for improving these areas.

Communication

The rating for communication has improved by 4% since the last survey. In general, most of the survey results fall within the "agree" rating. Response rates are generally low and range between 18% and 60%. Elderly complexes had the highest response rates. In general, people are usually more likely to respond to these items if they are dissatisfied or have something to complain about.

RHA has implemented a scattered site policy for the location of public housing since the late 1970's. As a result, the public housing units are spread over a large geographic area. The small size of the complexes also makes it inefficient to place on-site management offices on all of the properties. All of this makes communication more difficult. This is further exacerbated by the lack of resident involvement and leadership. RHA relies heavily on the resident leadership to disseminate information, hold regular resident council meetings and provide feedback to RHA. It has been very difficult to recruit and retain resident leaders.

The actions RHA will take to improve communication include the following:

- Continue to provide a monthly resident newsletter. RHA will look at ways to improve the readership of this newsletter by making it graphically more appealing. Policy and procedures will be highlighted to keep residents informed of proposed changes and ongoing issues.
- A wide variety of information is posted in the management offices. This information includes items such as employment opportunities, Family Self-Sufficiency Program information, availability of work shops in addition to required postings such as utility allowances, flat rent schedules, etc.
- The Resident Advisory Board meets at least once per year to go over the RHA's Agency Plan. All comments from resident participants are considered and problems are addressed. Each participant is sent a written response to the issues raised in the meeting.
- RHA also pays residents in each community to deliver flyers to each residential unit. This process will continue.
- Customer Service training will be provided for agency staff to improve public relations with the residents. This will become an annual event.

- Each month the resident leadership from each community meets in a joint meeting of the Inter-Community Council. These meetings are heavily attended by RHA staff including management, maintenance and administrative staff. Residents are encouraged to express their complaints at these meetings both orally and in writing and the top-level agency staff is in attendance to address these concerns. These items are addressed prior to the next monthly meeting.
- Considerable effort is directed toward nurturing the resident leadership. The Director of Housing Management meets weekly with the leadership of the Inter-Community Council to foster improved communication and encourage resident involvement. RHA recently instituted a policy of providing mileage reimbursement to the resident leaders to defray the cost of participating as a leader.
- The executive staff of RHA makes themselves available to attend the resident council meetings in the various developments. The support staff at RHA will encourage residents to take advantage of this option.
- RHA will consider holding training sessions to assist residents to complete the HUD survey as other housing authorities have done.

Safety

This section of the survey is one of the most subjective areas of the survey. It seems obvious that residents did not always understand the questions. For instance, in communities with police substations the scores were still low when residents were asked if they were aware of community policing efforts. It is puzzling how survey scores can vary so widely within contiguous communities such as NC19P002001 and NC19P002003.

The Raleigh Housing Authority can only do so much to impact resident perceptions of safety. It is not possible to place substations in every community but based on the survey responses this does not seem to make residents feel safe anyway. This must be a public relations matter in most cases. The steps RHA will take to improve safety and the resident perception of safety is as follows:

- Continue to upgrade lighting and attempt to keep the lighting operational through identifying vendors that provide fixtures that are vandalism resistant.
- RHA enjoys an excellent working relationship with the Raleigh Police Department and will continue to nurture this cooperative effort. The City of Raleigh supports community policing and has been proactive in this arena for over 15 years. As a result, crime in our communities and the City at large is at its lowest level in 10 years. RHA and the Police also coordinate the usage of the Mobile Community Police Assistance Station that travels around the city to areas of criminal activity.
- There also seems to be a need to increase crime prevention activities in several communities. These types of activities are driven by resident participation. In the communities with low scores in this area there is also a lack of strong resident leadership and participation. Police officers have always been responsive to attending resident council meetings to address crime issues. RHA staff will continue to assist residents to improve participation.
- Resident screening was also a concern for many survey respondents. RHA screens every adult household member for criminal backgrounds. We are not able to do NCIC checks but we do require police records on all adults. Applicants are screened for credit, previous landlord references and sex offender status. Many times residents feel applicants should be denied for reasons that are not legal. We get complaints on young mothers, disabled persons, people who consume alcohol and parents that do not supervise their children. None of these would be reasons to legally deny housing assistance. RHA encourages area service providers to come into our communities to address these issues. RHA's primary response is strict lease enforcement to deter negative activities that interfere with the peaceful enjoyment of the units by others.

Neighborhood Appearance

The items in this section that received the lowest ratings are noise, broken glass, trash/litter and indoor insects and rodents. All of these items are significantly impacted by the residents themselves. RHA management makes every effort to enforce the lease agreement and keep these items under control. However, without the total support of all residents these items will be very difficult to eradicate. The following actions will be taken:

- Landscape contracts include the collection of trash and removal of broken glass on a year-round basis. The contracts require the contractors to pick up trash in the communities every week day. RHA staff will monitor these contracts closely for compliance.
- Residents do not always think to call in a work order for items in the common areas as opposed to their individual units. The Director of Maintenance recently sent out a letter to all residents encouraging them to call in work orders on items they see that need attention. Housing Management also includes articles in the resident newsletter relating to these items once or twice per year. A newsletter article will be published to tell residents the kinds of items they need to report such as abandoned cars, graffiti, broken glass, household pests, etc.
- Housing Managers are required to walk each of their properties at least once every week. Managers call in work orders on any problems they see.
- Upkeep of the community parking areas was also mentioned as an area that needs improvement. In several communities this dissatisfaction is likely related to the very limited parking available rather than the appearance. When RHA's oldest communities were occupied, motor vehicles were not allowed. As a result, parking is very limited and in some cases far removed from the actual residence. Parking lots are included in the landscape contract and the contractors will be closely monitored to insure their performance is acceptable.
- Every unit is inspected every year using the Uniform Physical Condition Standards criteria. The maintenance staff has a procedure for making referrals to housing management for residents that appear to have housekeeping problems or property abuse. Housekeeping is one of the most difficult areas in which to enforce the lease agreement. RHA has not had a great deal of success in evicting residents for this reason even in the most extreme cases. Residents know this. RHA provides housekeeping classes and requires the residents that were referred to attend. However, there is really no penalty for failing to complete the class since evictions are not usually upheld in court. Just a few residents with bad housekeeping habits can impact an entire community with respect to roaches and rodents. RHA will remain diligent in attempting to enforce housekeeping standards.
- Noise was consistently rated as a problem in the Neighborhood Appearance section. This seems inappropriate as it has no impact whatsoever on appearance. Since it is a problem however, RHA will inform residents of the need to call the police whenever noise is a problem. Housing Managers will also enforce the lease agreement as it relates to "peaceful enjoyment". Noise is governed by City ordinance and RHA cannot exceed the legal parameters of the city laws. RHA regularly receives copies of police reports that are sent to each management office for investigation and action if warranted.