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

PHA Plans for the Housing Authority of the City of Hickory

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

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

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

PHA Plan
Agency Identification

PHA Name: *Housing Authority for the City of Hickory*

PHA Number: *NC056*

PHA Fiscal Year Beginning: (mm/yyyy) *10/2002*

Public Access to Information

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices

Display Locations for PHA Plans and Supporting Documents

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

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

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

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

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5-YEAR PLAN
PHA FISCAL YEARS 2002 - 2006
[24 CFR Part 903.5]

A. Mission

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

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

Progress Statement: The PHA has and is meeting its mission. This is evident by increased occupancy and resident satisfaction.

☐ The PHA's mission is: (state mission here)

B. Goals

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

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

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

Progress Statement: During 2001, the PHA has leased 409 of the 449 vouchers managed.

☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHAS score)
- ☒ Improve voucher management: (SEMAP score)
- ☒ Increase customer satisfaction:
- ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

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

Progress Statement: During 2001, the PHA has been able to successfully modernize one-third of its public housing stock with new cabinets and new stoves. In addition the PHA has undertaken a major landscaping initiative. The PHA has continued in its efforts to strive to achieve a high performer PHAS score and a passing SEMAP score. The PHA has continued to conduct regular resident meetings, publish and distribute a monthly news brief, establishing a relationship with the newly developed a resident counsel, implemented new policies and modernized units as needed. The PHA continued to research the possibility for plans to demolish obsolete public housing units and providing replacement vouchers.

☒ PHA Goal: Increase assisted housing choices

Objectives:

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

Progress Statement: During 2001, the PHA was successful in meeting these objectives in and they will continue on an on-going basis.

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)

Progress Statement: During 2001, the PHA has successfully met the objectives in this section through the implementation of its Tenant Selection Policy, and will continue to do so on an on-going basis..

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)

Progress Statement: During 2001, the PHA has continued meeting the objectives in this section and will continue on an on-going basis.

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)

Progress Statement: During 2001, the PHA has continued in meeting the objectives in this section and will continue on an on-going basis.

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

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

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Housing Authority of the City of Hickory has prepared this Annual Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The purpose of the Annual Plan is to provide a framework for local accountability and an easily identifiable source by which public housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.

The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the best customer service.

Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy and Section 8 Administrative Plan are the two primary policies on display. These important documents cover the public housing tenant selection and assignment plan, outreach services, PHA's responsibility to Section 8 owners/landlords, grievance procedures, etc.

The most important challenges to be met by the Housing Authority of the City of Hickory during FY 2002 include:

- *Preserve and improve the public housing stock through the Capital Funds Activities;*
- *Involve the public housing residents and the Section 8 participants through the Annual Plan Resident Advisory Board; and*

- *Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our residents and the community;*

- *Identify, develop and leverage services to enable low-income families to become self-sufficiency and economic empowerment activities for residents;*
    - *provide self-sufficiency and economic empowerment activities for residents;*
    - *increase affordable housing through the implementation of the Section 8 Housing Choice Voucher Program.*

In closing, this Annual Plan exemplifies the commitment of the Housing Authority of the City of Hickory to meet the housing needs of the full range of low-income residents. The Housing Authority of the City of Hickory, in partnership with agencies from all levels of government, the business community, non-profit community groups, and residents will use this plan as a road map to reach the "higher quality of life" destination for the City of Hickory.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]
Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

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

Required Attachments:

☒ Admissions Policy for Deconcentration ***nc056a02***

☒ FY 2002 Capital Fund Program Annual Statement ***nc056b02***

☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

☒ Other (List below, providing each attachment name)

Deconcentration and Income Mixing Analysis ***nc056d02***

- *Substantial Deviation and Significant Amendment or Modification* ***nc056f02***
- *Initial Voluntary Conversion Assessment* ***nc056g02***
- *Pet Ownership Policy* ***nc056h02***
- *Resident Membership on PHA Board of Governing Body* ***nc056i02***
- *Membership of Resident Advisory Board* ***nc056j02***
- *Progress Statement* ***nc056k02***
- *Summary of Policy or Program Changes for the Upcoming Year* ***nc056l02***

Resident Satisfaction Survey Agency Follow-up Plan ***nc056m02***

- *Section 8 Homeownership Capacity Statement* ***nc056n02***

Optional Attachments:

☒ PHA Management Organizational Chart ***nc056e02***

☒ FY 2002 Capital Fund Program 5 Year Action Plan ***nc056c02***

☐ Public Housing Drug Elimination Program (PHDEP) Plan

☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) ***nc056q02***

☒ Other (List below, providing each attachment name)

- *Hickory HA Action Plan* ***nc056o02***

- *2001 Performance and Evaluation Report* ***nc056q02***
- *2000 Performance and Evaluation Report* ***nc056r02***

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**

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	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
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program ☒ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
NA	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service &Self -sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
NA	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	*312*	*4*	*4*	*3*	*5*	*3*	*5*
Income >30% but <=50% of AMI	*670*	*2*	*3*	*5*	*5*	*3*	*5*
Income >50% but <80% of AMI	*1033*	*2*	*2*	*5*	*5*	*4*	*5*
Elderly	*584*	*1*	*4*	*2*	*4*	*2*	*5*
Families with Disabilities	*3*	*5*	*5*	*3*	*5*	*1*	*5*
White	*1624*	*2*	*2*	*5*	*4*	*4*	*5*
Black	*555*	*2*	*2*	*5*	*4*	*4*	*5*
Other	*22*	*4*	*5*	*5*	*4*	*5*	*5*

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:

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☒ Public Housing ☐ Combined Section 8 and Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	*54*		*100%*
Extremely low income <=30% AMI	*41*	*76%*	
Very low income (>30% but <=50% AMI)	*9*	*17%*	
Low income (>50% but <80% AMI)	*4*	*7%*	
Families with children	*50*	*93%*	
Elderly families	*2*	*4%*	
Families with Disabilities	*2*	*4%*	
Caucasian	*28*	*52%*	
African-American	*23*	*43%*	
Other	*3*	*5%*	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	*17*	*31%*	
2 BR	*23*	*48%*	
3 BR	*9*	*17%*	
4 BR	*5*	*9%*	*0*
5 BR	*0*	*0*	*0*
5+ BR	*N/A*	*N/A*	*N/A*

Housing Needs of Families on the Waiting List
Is the waiting list closed (select one)? ☒ No ☐ Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

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/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	*64*		
Extremely low income <=30% AMI	*56*	*88%*	
Very low income (>30% but <=50% AMI)	*8*	*12%*	
Low income (>50% but <80% AMI)	*0*	*0%*	
Families with children	*37*	*58%*	
Elderly families	*13*	*20%*	
Families with Disabilities	*14*	*22%*	
Caucasian	*35*	*55%*	
African-American	*28*	*44.5%*	
Hispanic	*0*	*0*	
Asian	*1*	*.5*	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	*N/A*	*N/A*	*N/A*
2 BR	*N/A*	*N/A*	*N/A*
3 BR	*N/A*	*N/A*	*N/A*
4 BR	*N/A*	*N/A`*	*N/A*

Housing Needs of Families on the Waiting List			
5 BR	*N/A*	*N/A*	*N/A*
5+ BR	*N/A*	*N/A*	*N/A*

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

☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program

☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

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

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

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs: *Not applicable*
Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

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

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

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2001 grants)**		
a) Public Housing Operating Fund	*990,001.00*	
b) Public Housing Capital Fund	*483,730.00*	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	*2,373,895.00*	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
		Other
2. Prior Year Federal Grants (unobligated funds only) (list below)	*0.00*	
Sub-total	*3,847,626.00*	
3. Public Housing Dwelling Rental Income	*437,114.00*	*Public housing operations*
4. Other income (list below)	*42,000.00*	*Public housing operations*
Work Orders, court costs, excess utilities *30,000.00* *Interest on investments* *12,000.00*		
5. Non-federal sources (list below)		
Sub-total	***479,114.00***	
Total resources	*4,326,740.00*	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)

☐ When families are within a certain time of being offered a unit: (state time)

☒ Other: (describe): *When application is submitted and information is re-verified once name has been reached on waiting list.*

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 Check*

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

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

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

(2)Waiting List Organization

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

☒ Community-wide list

☐ Sub-jurisdictional lists

☐ Site-based waiting lists

☐ Other (describe)

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

☒ PHA main administrative office

☐ PHA development site management office

☐ Other (list below)

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

The PHA does not operate site-based waiting lists

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

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

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

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
   - ☐ PHA main administrative office
   - ☐ All PHA development management offices
   - ☐ Management offices at developments with site-based waiting lists
   - ☐ At the development to which they would like to apply
   - ☐ Other (list below)

(3) Assignment

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

- ☐ One
- ☒ Two
- ☐ Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- ☒ Emergencies
- ☒ Over-housed
- ☒ Under-housed

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

c. Preferences

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

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

Former Federal preferences: *none*

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

Other preferences: (select below)

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

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

2 Date and Time

Former Federal preferences: *none*

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

Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)
☒1 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
☒1 Households that contribute to meeting income goals (broad range of incomes)
☒1 Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
☒ The PHA-resident lease
☒ The PHA's Admissions and (Continued) Occupancy policy
☒ PHA briefing seminars or written materials
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
☒ At an annual reexamination and lease renewal
☒ Any time family composition changes
☐ At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

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

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

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

☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☒ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
NC056-01
NC056-02

☐ 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:
NC056-01
NC056-02

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

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

B. Section 8

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

(1) Eligibility

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

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

☐ Criminal and drug-related activity, more extensively than required by law or regulation

☐ More general screening than criminal and drug-related activity (list factors below)

☐ Other (list below)

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

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

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

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

☐ Criminal or drug-related activity

☒ Other (describe below)

- *Participant last known mailing address*
- *Landlords name and mailing address*

(2) Waiting List Organization

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

☒ None

☐ Federal public housing

☐ Federal moderate rehabilitation

☐ Federal project-based certificate program

☐ Other federal or local program (list below)

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

☒ PHA main administrative office

☐ Other (list below)

(3) Search Time

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

If yes, state circumstances below:

- *Special situations beyond applicant control*
- *Any just cause if supported by documentation and verifiable*

(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 sub-component **(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 *none*

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

Other preferences (select all that apply)

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

2. 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 yout send 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.

2 Date and Time

Formal Federal preferences *none*

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

Other preferences (select all that apply)

☒1 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
☒1 Households that contribute to meeting income goals (broad range of incomes)
☒1 Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

☒ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

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

- *Verified medical hardship*

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) *n/a*

☐ 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) *n/a*

☐ 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) *n/a*

☐ 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 below100% 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) *n/a*

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

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

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

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

☒ Annually
☐ Other (list below)

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

☒ Success rates of assisted families
☒ Rent burdens of assisted families
☐ Other (list below)
- *To increase lease-up*

(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. *nc056e02*

☐ 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	*220*	*10%*
Section 8 Vouchers	*420*	*2.5%*
Section 8 Certificates	*N/A*	*N/A*
Section 8 Mod Rehab	*0*	*0*
Special Purpose Section 8 Certificates/Vouchers (list individually)	*N/A*	*N/A*
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)	*N/A*	*N/A*

C. Management and Maintenance Policies

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

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

- *Work Order System*
- *Pest Eradication Policy*
- *Maintenance Plan*
- *Uniform Inspection System*
- *Admissions and Occupancy Policy*
- *Fair Housing Policy*
- *Grievance Procedures*
- *Tenant Selection and Assignment Plan*
- *Handicapped Policy*
- *Termination and Eviction*
- *Transfer and Transfer Waiting List*
- *Resident Initiative*
- *Section 3 Plan*
- *Pet Policy for Families*
- *Pet Policy for Elderly*

(2) Section 8 Management: (list below)

- *Section 8 Administrative Plan*
- *SEMAP Procedures*
- *Section 8 Homeownership Plan*

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below: *n/a*

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: *n/a*

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 (state name) *nc056b02*

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) *nc056c02*

-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)

2001 Performance and Evaluation report ***nc056q02***

2000 Performance and Evaluation report ***nc056r02***

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
   - ☐ Revitalization Plan under development
   - ☐ Revitalization Plan submitted, pending approval
   - ☐ Revitalization Plan approved
   - ☐ Activities pursuant to an approved Revitalization Plan underway

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

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

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) ☐ 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

See Initial Voluntary Conversion Assessment - Attachment: nc056g02

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

B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHA's** 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? 02/07/98

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Morning Home – *single parent with children 5 years and under* – *Ridgecrest*	*10*	*Residents of PHA*		*PHA*
After School Program - tutoring and study time - Ridgecrest & Terrace Hills	15	Residents of PHA		PHA
Computer Labs - Ridgecrest - Terrace Hills	 15 5	Residents of PHA		PHA
Teen Up – for girls ages 9-14 – teaching self-worth, values, respect and self esteem – Ridgcrest	5	Residents of PHA		PHA

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

3 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)

1. 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 *(no longer required)*

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename:

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Pet Ownership Policy – attachment nc056h02

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) *nc056q02*
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply) *n/a*
☐ 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: *response included in attachment nc056q02*

☐ 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 *n/a*

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 Hickory*

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)

- *Preserve existing housing stock*

☐ Other: (list below)

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

Certified compliance with the City of Hickory Consolidated Plan. The City of Hickory, North Carolina has committed to the enhancement of the quality of life in our area by implementing programs to diversify economic development, improve community streets and public transportation, development of supportive housing, increase comprehensive planning, improve safety in neighborhoods, and construct more recreational facilities for youth and elderly.

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.

PHA Plan
Table Library

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

Annual Statement ***See Attachment nc056b02***
Capital Fund Program (CFP) Part I: Summary

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

☐ Original Annual Statement

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

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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

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

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
See attachment nc056c02		
Total estimated cost over next 5 years		

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		**Activity Description**						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III *Component 7a*	Development Activities *Component 7b*	Demolition / disposition *Component 8*	Designated housing *Component 9*	Conversion *Component 10*	Home-ownership *Component 11a*	Other (describe) *Component 17*

Attachment: nc056a02

DECONCENTRATION AND INCOME TARGETING POLICY FOR THE HOUSING AUTHORITY OF THE CITY OF HICKORY, NC

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DECONCENTRATION AND INCOME TARGETING POLICY

(of the Public Housing Admissions and Occupancy Policy)

Sub-Title A, Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), establishes two interrelated requirements for implementation by Public Housing Authorities: (1) Economic Deconcentration of public housing developments and (2) Income Targeting to assure that families in the "extremely low" income category are proportionately represented in public housing and that pockets of poverty are reduced or eliminated. In order to implement these new requirements the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.

Therefore, the Housing Authority of the City of Hickory (PHA) hereby affirms its commitment to implementation of the two requirements by adopting the following policies:

A. Economic Deconcentration:

Admission and Occupancy policies are revised to include the PHA's policy of promoting economic deconcentration. Implementation of this program will require the PHA to determine the median income of residents in each development, determine the average income of residents in all developments, compute the Established Income Range (EIR), determine developments outside the EIR, and provide adequate explanations and/or policies as needed to promote economic deconcentration.

Implementation may include one or more of the following options:

–Skipping families on the waiting list based on income;
–Establishing preferences for working families;
–Establish preferences for families in job training programs;
–Establish preferences for families in education or training programs;
–Marketing campaign geared toward targeting income groups for specific developments;
–Additional supportive services;
–Additional amenities for all units;
–Ceiling rents;
–Flat rents for developments and unit sizes;
–Different tenant rent percentages per development;
–Different tenant rent percentages per bedroom size;
–Saturday and evening office hours;
–Security Deposit waivers;
–Revised transfer policies;

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–Site-based waiting lists;
–Mass Media advertising/Public service announcements; and
–Giveaways.

B.Income Targeting

As public housing dwelling units become available for occupancy, responsible PHA employees will offer units to applicants on the waiting list. In accordance with the Quality Housing and Work Responsibility Act of 1998, the PHA encourages occupancy of its developments by a broad range of families with incomes up to eighty percent (80%) of the median income for the jurisdiction in which the PHA operates. Depending on the availability of applicants with proper demographics, at a minimum, 40% of all new admissions to public housing **on an annual basis** may be families with incomes at or below thirty percent (30%) (extremely low-income) of the area median income. The offer of assistance will be made without discrimination because of race, color, religion, sex, national origin, age, handicap or familial status.

In order to implement the income targeting program, the following policy is adopted:

- The PHA may select, based on date and time of application and preferences, two (2) families in the extremely low-income category and two (2) families from the lower/very low-income category alternately until the forty percent (40%) admission requirement of extremely low-income families is achieved (2 plus 2 policy).

- After the minimum level is reached, all selections may be made based solely on date, time and preferences. Any applicants passed over as a result of implementing this 2 plus 2 policy will retain their place on the waiting list and will be offered a unit in order of their placement on the waiting list.

- To the maximum extent possible, the offers will also be made to effect the PHA's policy of economic deconcentration.

- The PHA reserves the option, at any time, to reduce the targeting requirement for public housing by no more than ten percent (10%), if it increases the target figure for its Section 8 program from the required level of seventy-five percent (75%) of annual new admissions to no more than eighty-five percent (85%) of its annual new admissions. (Optional for PHAs with both Section 8 and Public Housing programs)

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CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name:	Grant Type and Number:	Federal FY of Grant:
Hickory Public Housing Authority "Amended"	Capital Fund Program No: **NC19P05650102** Replacement Housing Factor Grant No:	**2002**

■ **Original Annual Statement** ☐ **Reserved for Disasters/Emergencies** ☐ **Revised Annual Statement/Revision Number** _____

☐ **Performance and Evaluation Report for Program Year Ending** ☐ **Final Performance and Evaluation Report for Program Year Ending**_____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	38,977.00			
3	1408 Management Improvements	51,000.00			
4	1410 Administration	48,373.00			
5	1411 Audit	3,500.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	39,000.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	37,336.00			
10	1460 Dwelling Structures	260,544.00			
11	1465.1 Dwelling Equipment-Nonexpendable	5,000.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	**$483,730.00**			
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	$15,000.00			
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 and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Hickory Public Housing Authority	Grant Type and Number: Capital Fund Program No: NC19P05650102 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								
	Operations:	1406		38,977.00				
	Total $38,977.00							
	Management Improvements:							
	Executive Director - Salary	1408		12,000.00				
	Employee training	1408		4,000.00				
	Resident Services	1408		20,000.00				
	Police patrol (1) x 15hr. wk x 52	1408		15,000.00				
	Total $51,000.00							
	Administration:							
	Director of Technical Services - Salary	1410		48,373.00				
	Total $48,373.00							
	Audit:	1411		3,500.00				
	Total $3,500.00							
	Fees & Costs:							
	Hire Consultant for Needs Assessment	1430		4,000.00				
	A/E	1430		35,000.00				
	Total $39,000.00							
HA-Wide	**Dwelling Structures:**							
	Replace water heaters that are not replaced	1460	LS	2,500.00				
	when air conditioning installed							
	Recycle units at turnover	1460	LS	20,000.00				
	Entry Door Replacement (Front & Rear)	1460	12 units	14,712.00				
	Total $37,212.00							
	Dwelling Equipment:							
	Replace Stoves	1465	LS	2,500.00				
	Replace Refrigerators	1465	LS	2,500.00				
	Total $5,000.00							
	TOTAL HA-WIDE $223,062.00							

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

PHA Name: Hickory Public Housing Authority	Grant Type and Number: Capital Fund Program No: NC19P05650102 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	
NC 56-1	**Dwelling Structures:**							
	Replace screen doors as needed	1460	LS	4,000.00				
	Total $4,000.00							
	TOTAL NC 56-1			**$4,000.00**				
NC 56-2	**Site Improvement:**							
	Ridgecrest - Repave Parking	1450		37,336.00				
	Total $37,336.00							
	Dwelling Structures:							
	Ridgecrest - HVAC Finish	1460	58 units	193,632.00				
	Electrical - Smoke Detectors	1460	58 units	23,200.00				
	Replace screen doors as needed	1460	LS	2,500.00				
	Total $219,332.00							
	TOTAL NC 56-2			**$219,332.00**				
	TOTAL GRANT FUNDS FOR 2002			**$483,730.00**				

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

PHA Name:	Grant Type and Number:	Federal FY of Grant:
Hickory Public Housing Authority	Capital Fund Program No: **NC19P05650102** Replacement Housing Factor Grant No:	**2002**

Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	9/30/2004			9/30/2006			
NC 56-1	9/30/2004			9/30/2006			
NC 56-2	9/30/2004			9/30/2006			

xls/Nelrod

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

Amended

HA Name:

City of Hickory Public Housing Authority

■ Original ☐ Revision No. _____

Development Number/Name/HA-Wide	Year 1 2002	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006
HA-Wide	Annual	477,230.00	351,556.00	198,206.00	195,173.00
NC56-1 & 1-B	Statement	4,000.00	118,574.00	283,024.00	286,057.00
NC 56-2		2,500.00	13,600.00	2,500.00	2,500.00
CFP Funds Listed for		**$483,730.00**	**$483,730.00**	**$483,730.00**	**$483,730.00**
5-Year planning					
Replacement Housing					
Factor Funds					

Capital Funds Program Five Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2003 PHA FY: 2003			Activities for Year FFY Grant: 200 PHA FY: 2003	
2002	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**
See	HA-Wide	**Operations:**	41,424.00	HA-Wide	**Non-Dwelling Equipment:**
		Total 1406	**$41,424.00**		Upgrade Computer Equipment
		Management Improvements:			
		Executive Salary	12,000.00		**TOTAL HA-WID**
		Employee Training	4,000.00		
Annual		Resident Services	20,000.00	NC 56-1	**Dwelling Structures:**
		Police Patrol (1) x 20 hr. x 15 hr. wk x 52	15,000.00		Replace screen doors as needed
		Total 1408	**$51,000.00**		
		Administration:			**TOTAL NC 56-**
		Director of Technical Services	48,373.00		
Statement		**Total 1410**	**$48,373.00**	NC 56-2	**Dwelling Structures:**
		Fees & Costs:			Replace screen doors as needed
		Consultant for Needs Assessment	4,000.00		
		A/E	35,000.00		**TOTAL NC 56-**
		Total 1430	**$39,000.00**		
		Site Improvements:			
		HA Wide Site Improvements	13,836.00		
		Total 1450	**$13,836.00**		
		Dwelling Structures:			
		Entry Doors Replacement/Front & Rear (221 units)	227,597.00		
		Replace Porch Posts (186 units)	23,500.00		
		Replace Water Heaters that are not	2,500.00		
		replaced when air conditioning installed	-		
		Recycle units at turnover	20,000.00		
		Total 1460	**$273,597.00**		
		Dwelling Equipment:			
		Replace Stoves	2,500.00		
		Replace Refrigerators	2,500.00		
		Total 1465	**$5,000.00**		**TOTAL ESTIMATED CFP (**

Capital Funds Program Five Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 3 FFY Grant: 2004 PHA FY: 2004			Activities for Year FFY Grant: 200 PHA FY: 2004	
2002	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**
See	HA-Wide	**Operations:**	41,424.00	NC 56-1	**Site Improvements:**
		Total 1406	**$41,424.00**	Sunny Valley	Site Improvements
		Management Improvements:		Hillside	Site Improvements
		Executive Salary	12,000.00		Rework dumpster screen pads, b
		Employee Training	3,000.00		loose siding, additional handrails
Annual		Resident Services	20,000.00		clean out ditches, sidewalks, lan
		Total 1408	**$35,000.00**		remove trees growing thru fence
		Administration:			paint of columns & doors, etc.
		Director of Technical Services	48,373.00		
Statement		**Total 1410**	**$48,373.00**		**Dwelling Structures:**
		Fees & Costs:			Exterior painting - general
		Consultant for Needs Assessment	4,000.00		Replace screen doors as needed
		A/E	29,500.00		
		Total 1430	**$33,500.00**		**TOTAL NC 56-**
		Dwelling Structures:			
		Entry Doors Replacement/Front & Rear (123 Units)	147,600.00	NC 56-1B	**Dwelling Structures:**
		Replace Water Heaters that are not	2,500.00	Hillside	HVAC (32 units)
		replaced when air conditioning installed	-	Gardens	Smoke Detectors (32 units)
		Recycle units at turnover	20,000.00		
		Total 1460	**$170,100.00**		**TOTAL NC 56-1**
		Dwelling Equipment:		NC 56-2	**Site Improvements:**
		Replace Stoves	2,500.00		
		Replace Refrigerators	2,500.00		**Dwelling Structures:**
		Total 1465	**$5,000.00**		Exterior painting - general
	HA-Wide	**Non-Dwelling Equipment:**			Replace screen doors as needed
		Purchase New Truck	18,159.00		
		Total 1475	**$18,159.00**		**TOTAL NC 56-**
		TOTAL HA-WIDE	**$351,556.00**		**TOTAL ESTIMATED CFP (**

Capital Funds Program Five Year Action Plan
Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 4 FFY Grant: 2005 PHA FY: 2005			Activities for Yea FFY Grant: 200 PHA FY: 2005	
2002	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**
See	HA-Wide	**Operations:**	43,333.00	NC 56-1	**Dwelling Structures:**
		Total 1406	**$43,333.00**		Replace Kitchen Cabinets/Smok
		Management Improvements:			Replace Screen Doors as neede
		Executive Salary	12,000.00		
		Employee Training	3,000.00		**TOTAL NC 56-**
Annual		Resident Services	20,000.00		
		Total 1408	**$35,000.00**	NC 56-1B	**Dwelling Structures:**
		Administration:		Hillside Garden	HVAC continued (39 units)
		Director of Technical Services	48,373.00		Smoke Detectors (39 units)
		Total 1410	**$48,373.00**		
		Fees & Costs:			**TOTAL NC 56-1**
Statement		Consultant for Needs Assessment	4,000.00		
		A/E	35,000.00	NC 56-2	**Dwelling Structures:**
		Total 1430	**$39,000.00**		Replace Screen Doors as neede
		Dwelling Structures:			**TOTAL NC 56-**
		Replace Water Heaters that are not	2,500.00		
		replaced when air conditioning installed	-		
		Recycle units at turnover	20,000.00		
		Total 1460	**$22,500.00**		
		Dwelling Equipment:			
		Replace Stoves & Refrigerators	5,000.00		
		Total 1465	**$5,000.00**		
		Non-Dwelling Equipment:			
		Upgrade computer equipment	5,000.00		
		Total 1475	**$5,000.00**		
		TOTAL HA-WIDE	**$198,206.00**		**TOTAL ESTIMATED CFP (**

Capital Funds Program Five Year Action Plan

Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 5 FFY Grant: 2006 PHA FY: 2006			Activities for Year FFY Grant: 200 PHA FY: 2006	
2002	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**
See	HA-Wide	**Operations:**	45,300.00	NC 56-1	**Site Improvement:**
		Total 1406	**$45,300.00**		Repave Parking
		Management Improvements:			
		Executive Salary	12,000.00		
		Employee Training	3,000.00		**Dwelling Structures:**
Annual		Resident Services	20,000.00	Blue Ridge	HVAC
		Total 1408	**$35,000.00**	Blue Ridge	Electrical/Smoke Det.(68 units)
		Administration:			Replace Floor Tile
		Director of Technical Services	48,373.00		Replace Screen Doors as neede
		Total 1410	**$48,373.00**		
		Fees & Costs:			**TOTAL NC 56-**
Statement		Consultant for Needs Assessment	4,000.00		
		A/E	35,000.00	NC 56-2	**Dwelling Structures:**
		Total 1430	**$39,000.00**		Replace Screen Doors as neede
		Dwelling Structures:			**TOTAL NC 56-**
		Replace Water Heaters that are not	2,500.00		
		replaced when air conditioning installed	-		
		Recycle units at turnover	20,000.00		
		Total 1460	**$22,500.00**		
		Dwelling Equipment:			
		Replace Stoves & Refrigerators	5,000.00		
		Total 1465	**$5,000.00**		
		TOTAL HA-WIDE	**$195,173.00**		**TOTAL ESTIMATED CFP (**

Hickory Housing Authority
Attachment: nc056d02

Component 3, (6) Deconcentration and Income Mixing

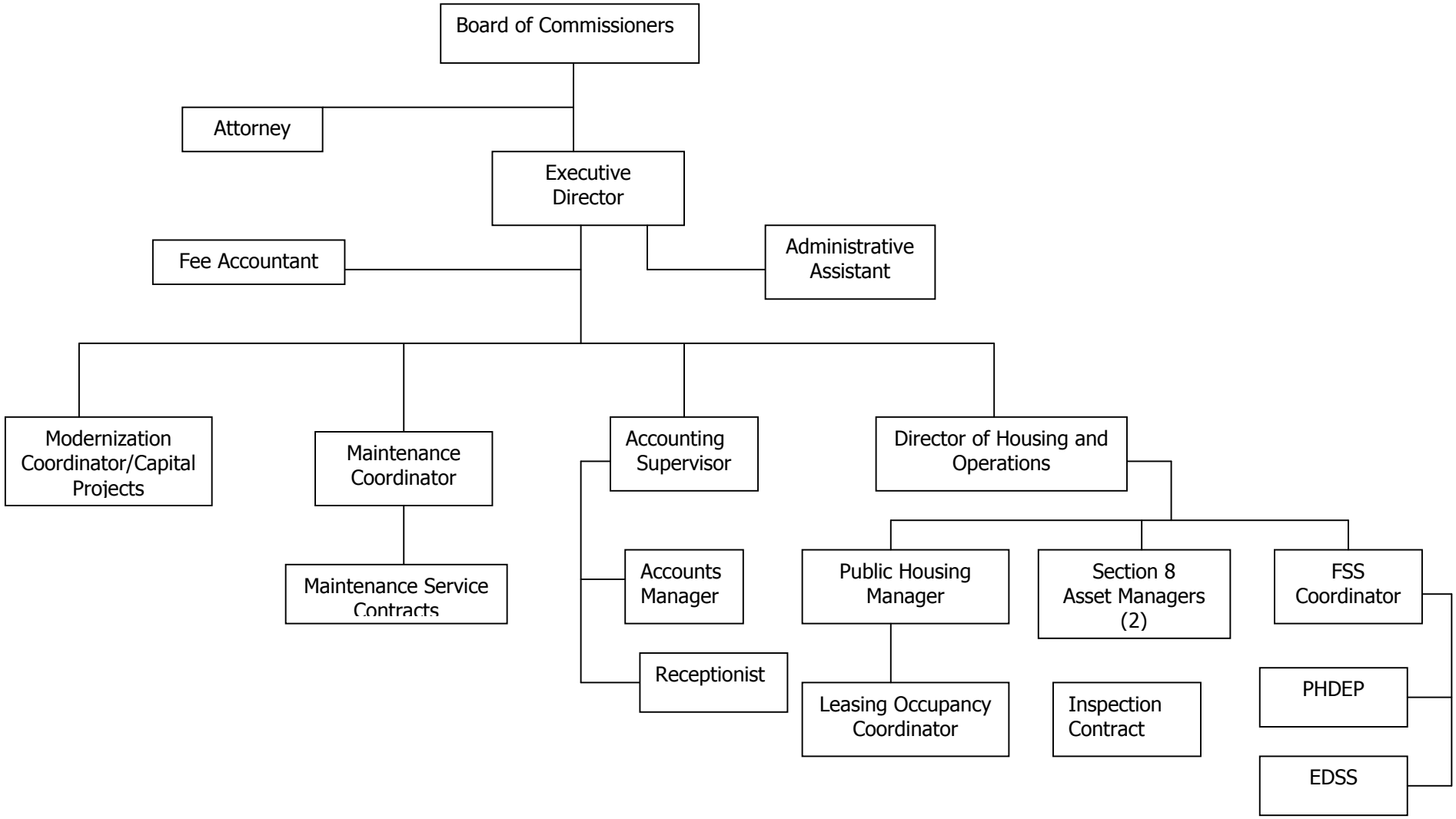
a. ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. ☒ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	**Number of Units**	**Explanation (if any) [see step 4 at §903.2(c)(1)((iv)]**	**Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]**
Hillside Gardens	70		E
Blue Ridge Height	68		E
Terrace Hills	44		E

HICKORY HOUSING AUTHORITY
ORGANIZATIONAL CHART
ATTACHMENT: nc056e02



Housing Authority of the City of Hickory

Attachment: nc056f02

A. Substantial Deviation from the 5-Year Plan:

- Any change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives as a whole; and
- 50% or more decrease in the quantifiable measurement of any individual goal or objective.

B. Significant Amendment or Modification to the Annual Plan:

- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement;
- **Any change in a policy or procedure that requires a regulatory 30-day posting;**
- Any submission to HUD that requires a separate notification to residents, such as Hope VI, Public Housing Conversion, Demolition/Disposition, Designated Housing or Homeownership programs; and
- **Any change inconsistent with the local, approved Consolidated Plan.**

Housing Authority of the City of Hickory
Attachment: nc056g02

Agency Plan Component 10 (B) Voluntary Conversion Initial Assessments

A. How many of the PHA's developments are subject to the Required Initial Assessments?

Four developments are subject to the required initial assessment:
Hillside Gardens
Blue Ridge Heights
Terrace Hills
Ridgecrest

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 notgeneral occupancy projects)?

One development is not subject to the Required Initial Assessment based on exemption – not general occupancy:

Sunny Valley

C. How many Assessments were conducted for the PHA's covered developments?

One assessment was conducted for the PHA covered developments addressing feasibility, marketing, operating cost, and modernization cost.

D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

None of the developments would be appropriate for conversion at this time because funding does not adequately permit at this time.

E. If the PHA has not completed the Required Initial Assessment, describe the status of these assessments.

Not applicable – required initial assessment completed.

HPHA Pet Policy

Attachment: nc056h02

The Pet Policy set forth herein is reasonably related to the following legitimate interests of the Hickory Public Housing Authority (PHA), including but not limited to:

(a) The PHA's interest in providing a decent, safe and sanitary living environment for existing and prospective Residents;
(b) Protection and preserving the physical condition of the property of the PHA and the housing located thereon; and
(c) The PHA's financial interests in the property administered by this Housing Authority.

Residents occupying units administered by the Hickory Public Housing Authority shall be allowed to house pets on either a temporary or permanent basis. In the case of a Resident with a handicap, the Resident must certify to the Housing Authority in writing, that he/she or a member of his/her family has a handicap the animal has been trained to assist persons with that specific handicap and the animal actually assists the individual with a handicap. The Applicant and any Resident must also provide certification from a licensed medical reference. Only after such certification has been received by this Housing Authority in writing, will a Resident be permitted to keep and maintain a pet. The rules set forth herein specify the procedure for obtaining the necessary approval to keep and maintain a pet on this Housing Authority premises and set forth the rules which govern the keeping of such pets. Residents requesting permission to have a pet will be permitted a limit of one (1) pet per household (Dwelling Unit).

(1) *SELECTION CRITERIA*

a. Management Approval: Prior to a pet being accepted for keeping in a Dwelling Unit the Resident and the Authority must enter into a Pet Agreement.

In addition to executing the *"Pet Agreement"* the Resident must submit to this Housing Authority documented proof of the proposed pet's health, suitability and acceptability in accordance with provisions outlined in "Standards" below. Pets must be registered with this Housing Authority before the pet is brought onto the premises and annually thereafter.

Registration includes:

1. Certificate signed by a licensed veterinarian or designated State or local authority or agent, stating that the pet has received all inoculations required by State or local law;
2. Statement signed by a licensed veterinarian that the animal is a good health, has no communicable diseases or pests, and in the case of dogs and cats, is spayed or neutered. Cats must be declawed;

3. Name, address, and phone number of one or more responsible parties to care for the pet if the owner dies, is incapacitated or unable to care for the pet;
4. Execution of a "*Pet Agreement*" stating that the Resident accepts complete responsibility for the care and cleaning of the pet and acknowledges the applicable rules;
5. Pet must be licensed in accordance with applicable State and local laws and regulations.

Registration will be coordinated with the annual reexamination date. Approval for the keeping of pets shall not be extended until the requirements specified above have been met and in no event will approval of other than the common household pets be extended.

b. Management Disapproval: This Housing Authority shall refuse to register the pet if:

1. The pet is not a common household pet identified more specifically in this policy'
2. Pet owner fails to provide complete pet registration information or fails annually to update the registration;
3. This Housing Authority reasonable determines based on the pet owner's habits and practices that the pet owner will be unable to keep the pet in compliance with pet's temperament may be considered as a factor in determining the prospective pet owner's ability to comply with the pet rules and other Dwelling Lease obligations.

c. Standards: Common household pets as outlined below will be permitted under the following guidelines:

1. Dogs:

   Maximum number – one (1);
   Maximum adult weight – twenty (20) pounds, however, this may be increased to twenty-five (25) pounds in the case of the Resident already owning a dog weighing 20 to 25 pounds at time of move-in;
   Must be housebroken;
   Must be spayed or neutered;
   Must have all required inoculations;
   Must be licensed as specified now or in future by State and local ordinance.

2. Cats:

   Maximum number – one (1);
   Maximum adult weight – ten (10) pounds, however, this may be increased to fifteen (15) pounds in the case of Resident already owning a cat weighing between 10 and 15 pounds at time of move-in;
   Must be declawed;
   Must have all required inoculations;

Must be trained to use a liter box or other waste receptacle;
Must be licensed as specified now or in the future by State and localordinance.

3. Birds:

Maximum number – two (2)
Must be enclosed in cage(s) at all times;
Must have certified from licensed veterinarian on a yearly basis that bird(s) Is/are free of diseases.

4. Fish:

Maximum aquarium size – 20 gallons;
Aquarium must be kept clean.

5. Rodents: (**ONLY** guinea pig, hamster, or gerbil)

Maximum number – four (4);
Must be enclosed in cage(s) at all times;
Cage(s) must be cleaned at least once weekly.

(2) *Pet Deposit:*

a. The Resident shall be required to pay to this Housing Authority a refundable deposit as defined below:

1. Dog or Cat: A deposit of $100.00 (in addition to the required security deposit) will be made for the purpose of defraying any/all costs directly attributable to the presence of a dog or cat.
2. The deposit shall be paid in either a lump sum or an initial payment of $50.00 on or prior to the date the pet is properly registered and brought into the Dwelling Unit, and the remaining $50.00 on the immediate next rent payment date. Non compliance in payment of remaining $50.00 will result in removal of pet and Resident

b. All other allowable pets:

1. A deposit of $50.00 shall be made for the purpose of defraying all reasonable costs directly attributable to the presence of the pet;
2. The deposit shall be paid in full on or prior to the date the pet is properly registered and brought into the Dwelling Unit.

The Housing Authority reserves the right to change or increase the required deposit by amendment to this policy.

c. All reasonable expenses incurred by this Housing Authority as the result of damages directly attributable to the presence of the pet in the complex shall be the responsibility of the Resident.

1. Cost of repairs and replacement to Resident's Dwelling Unit.
2. Fumigation of Resident's Dwelling Unit. Such expense as a result of move out inspection shall be deducted from the Pet Deposit at move out and the Resident shall be billed for any balance due.

d. The remainder of the Pet Deposit shall be refused after the Resident moves out or when the Resident no longer keeps the pet whichever is earlier;

e. Resident's liability for damages caused by his/her pet is not the amount of the Pet Deposit; and while the Resident is in occupancy, he/she will be required to reimburse this Housing Authority for the total cost of any/all damages caused by his/her pet;

f. In the event that a Resident shall fail to promptly pay this Housing Authority for the cost of any/all damages caused by his/her pet after being furnished with an itemized invoice of said damages, the Resident shall pay all cost(s) and expenses, including court cost and reasonable attorney(s) fees in the event legal action is necessary to collect said damages.

(3) *Pet Rules:*

a. Pets must be maintained WITHIN the Resident's Dwelling Unit. When outside the Dwelling Unit dogs and cats MUST be kept on a leash or carried, and under the control of the Resident or other responsible individual AT ALL TIMES.

b. Dogs should be walked (always on a leash) and curbed away from the buildings, sidewalks, streets, and other common walking areas. Resident must carry a scoop and plastic bag when walking a pet and clean up after pet by placing waste in tied plastic bag and placing bag in Housing Authority trash container on the grounds of the complex. Under no circumstances will pet be allowed to go near the shrubbery and/or trees located on the property.

c. Litter Box requirements for Cats: Litter from litter boxes shall be disposed of in sealed plastic trash bags and placed on side of street for pick up on normal trash pickup days. Litter shall be changed at least once weekly and waste will be cleaned from box daily. Litter shall NOT be disposed of by being flushed down the toilet. Charges for unclogging the toilet due to the improper disposal of pest waste shall be billed to the Resident. Litter boxes shall be kept INSIDE the Resident's Dwelling Unit at all times.

d. Resident shall assume sole responsibility for liability arising from person sustained by any person attributable to his/her pet.

e. Residents agrees to control the noise of his/her pet so that such noise does not constitute a nuisance to other Residents or interrupt their peaceful enjoyment of their Dwelling Units. Failure to control pet noise may result in the removal of the pet from the premises.

f. Any pet that causes bodily injury to any Resident, guest staff member, or other authorized person on the premises, shall be *IMMEDIATELY AND PERMANENTLY* REMOVED FROM THE PREMISES WITHOUT PRIOR NOTIFICATION.

g. Dogs shall never be left unattended in any unit for a period in excess of four (4) hours. Cats shall never be left unattended in any Dwelling Unit for a period in excess of twenty -four (24) hours.

h. All Residents shall be responsible for adequate care, nutrition, exercise and medical attention of his/her pet. Any animal not being cared for properly will be removed by Management.

i. Visiting pets, as well as pets of visitor/guests are strictly prohibited, with the exception of handicap assistance pets, which must also be certified permission of the Housing Authority.

m. Residents are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without the written permission of this Housing Authority.

n. The expense of disinfestations of fleas in the Resident's Dwelling Unit shall be the responsibility of the Resident.

o. Resident shall not alter his/her Dwelling Unit, patio, or common areas to create an enclosure for his/her pet.

Pet Agreement

1. Resident: _____
2. Dwelling Unit#: _____ Complex Name: _____
3. Date of Current Dwelling Lease: _____
4. I s your pet needed for assistance due to handicap of you or a member of your household? ( ) YES ( ) NO
   If yes, describe handicap and attach statement from you r physician describing the handicap and how the proposed pet has been trained to assist with that specific handicap: _____
5. Description of Pet: _____
   _____
   Type of Pet: _____Breed: _____Color: _____
   Weight: _____Estimated weight & height at maturity: _____/_____

   Aquarium size (if applicable): _____,Type of fish (if applicable): _____

6. Name and address of veterinarian: _____
   _____
   License number: _____
7. If dog or cat date of neutering or spaying:_____If cat, date of declawing:_____
8. Has your pet lived in rental housing before? ( ) YES ( ) NO If yes, name and phone number of landlord:
   _____
9. Has your pet ever bitten or injured anyone? If so, describe the incident:
   _____

This application must be completed and returned when application is made for housing at this Housing Authority, along with two (2) affidavits of Pet Owner's Emergency Absence Agreement. Each must be signed and witnessed by two (2) separate people who are willing to immediately care, and be responsible for, your pet in the event of your absence. The signatures must be notarized.

A Veterinarian's Certificate must also be completed by a veterinarian and returned with this application.

THIS IS TO CERTIFY THAT ALL INFORMATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE AND I HAVE READ THE PET POLICY CONTAINING RULES AND REGULATIONS AND FULLY UNDERSTAND THIS CONTRACT. I ACCEPT ALL FINANCIAL RESPONSIBILTY FOR MY PET INCLUDE IN THESE RULES AND REGULATIONS AND ANY/ALL DAMAGES/ INJURIES THAT MAY OCCUR BECAUSE OF MY PET.

RESIDENTS SIGNATURE: _____DATE: _____

APPROVED BY : _____DATE: _____
(Housing Authority Representative)

This Pet Agreement, when executed, becomes an attachment to the Dwelling Lease between _____ and the Hickory Housing Authority.

I, _____, certify that;

I have read and received an explanation and understand the Provisions of the Pet Policy and rules of the Hickory Housing Authority and agree to comply fully with stipulated provisions;

I understand that violation of these rules may constitute cause for the removal of my pet from the premises, and/or termination of my tenancy; and I accept complete responsibility f or the care and cleaning of the pet and my Dwelling Unit# _____ (Resident's initials).

When required by the Hickory Housing Authority to remove my pet from the premises, for cause, I agree to accomplish this removal and understand that failure to do so may constitute cause for the initiation of an eviction proceeding.

In the event I want to substitute pets, or if the pet is removed from the unit, or if I add another pet, I realize I will have to reapply for approval of the new pet.

NAME OF RESIDENT (print): _____

ADDRESS (DWELLING UNIT #): _____

COMPLEX NAME: _____

SIGNATURE AND DATE: _____

THE ABOVE NAMED HAS READ, UNDERSTOOD, AND SIGNED THESE RULES IN MY PRESENCE:

WITNESS: NAME: _____

ADDRESS: _____

SIGNATURE: _____

DATE: _____

EXECUTIVE DIRECTOR OR DESIGNEE: _____

Adopted by the Board of Commissioners of the Housing Authority of the City of Hickory, North Carolina on

_____ by Resolution Number _____.

Housing Authority of the City of Hickory

Required Attachment nc056i02: Resident Member on the PHA Governing Board

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

A. Name of resident member(s) on the governing board: *Barbara Covington*

B. How was the resident board member selected: (select one)?
☐ Elected
☒ Appointed

C. The term of appointment is (include the date term expires): ***Can be on board until ceases to be a resident. First appointed in 1984.***

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not? *n/a*
☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
☐ Other (explain):

B. Date of next term expiration of a governing board member: ***July, 2004***

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): ***Mayor William McDonald, III***

Required Attachment nc056j02: Membership of the Resident Advisory Board or Boards

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

Geraldine Geter

Kimberly Carrier

Helen McDowell

Walter Johnson

Lester Clark

Geraldine Bartlett

Niya Mayfield

Nancy Flood

Housing Authority the City of Hickory
PHA Plan Update for FYB 2002

Statement of Progress
Attachment: nc056k02

The Housing Authority of has been successful in achieving its mission and goals in the year 2001. Goals are either completed or on target for completion by the end of the year.

Concerning modernization approximately $*522,098* was either spent or obligated. PHA has continued with the substantial renovation of f*amily apartments with new floor tile, painting, 34 unit with kitchen cabinets and 15 units with countertops. The PHA also did and extensive work in the area landscape and erosion control and repaired side walks in all Public Housing developments and installed hand rails and ramps at two locations.*

Concerning self-sufficiency and crime and safety, prior year funds from the Public Housing Drug Elimination Program (PHDEP), permitted the PHA to continue its efforts to reduce crime in the communities through *on site police programs, adolescent and teen programs and computer labs which included Girl Scouts, male youth mentoring program, funded Resident Councils, purchase of van for use with resident activities, Resident Leadership Training and 2 computer labs.*

To ensure compliance with the Public Housing Reform Act of 1998, every policy was reviewed and updated as needed. Most significant was the adoption of a Section 8 Homeownership Plan.

Concerning ensuring equal opportunity outreach efforts have been made by making renewed partnerships with community groups and medical facilities.

Attachment: nc056l02

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

Removal of Community Service Requirement in Action Plan

Adoption of Section 8 Homeownership Plan

Hickory Housing Authority
Resident Satisfaction Survey Agency Follow-up Plan

Attachment: nc056m02

SECTION TWO: Communication

AREA OF CONCERN: **Inability of Residents to Communicate With Management Regarding Problems and Issues**

Clear communication of services, procedures, other neighborhood-related issues and activities is a critical component in the success of a development. This section measures the level of that communication in the area of events, activities, and programs available to residents, and the ability of residents to communicate with management regarding problems and issues. The following are actions items that will be implemented for making improvements in this area:

ACTION ITEMS

1. Establish Communication Linkages

The Agency will immediately develop and implement a schedule of regular group meetings with Residents, Resident Advisory Board, or meet individually with residents to discuss resident concerns and perceptions on issue. If situations which are identified as problems are improved, then it is believed that satisfaction with this service area should improve.

Funding Source (if required) to be utilized: Operating

Task Start Date: 02/02 Target Date of Completion: Ongoing

2. Resident-Oriented Service Training

The Agency will immediately schedule a series of training sessions and seminars which will focus on Resident-Oriented Service Delivery. These workshops will train PHA staff and personnel to effectively and politely communicate with residents. Coursework may include role-playing exercises which demonstrate the appropriate manner in which to interact with residents and deliver quality customer service.

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Funding Source (if required) to be utilized: Operating

Task Start Date: 02/02 Target Date of Completion: Onging

3. Improve Internal Communications.

The Agency will immediately schedule a series of training sessions and seminars which will focus on Resident-Oriented Service Delivery By PHA Staff and Personnel. These workshops will train PHA staff and personnel to effectively and politely communicate with residents. Coursework may include role-playing exercises which demonstrate the appropriate manner in which to interact with residents.

Funding Source (if required) to be utilized: Operating

Task Start Date: 02/02 Target Date of Completion: Ongoing

4. Ensure Written Policies and Procedures.

The Agency will immediately conduct a review of its written policies and procedures to determine if all applicable policies and procedures have been documented and where necessary the Agency will prepare the missing documents. The Agency will also ensure that residents have copies of them, that they have input and that the residents are in agreement with them. Care will be taken to assure that the Agency management or staff does not dictate policies. Finally, residents will be encouraged to participate, as much as possible, in policy development. Public Hearings have been

Funding Source (if required) to be utilized: Operating

Task Start Date: 01/02 Target Date of Completion: Ongoing/ Annually update policies as needed.

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5. Use Culturally Relevant Language.

The Agency will immediately seek to institute and implement a policy of using culturally appropriate and relevant language in which to communicate with residents.

The Agency will also begin to institute a practice of preparing its written materials, including posters, signage, notices, bulletins, circulars, newsletters, and relevant reports in a language that is culturally appropriate for the majority of its residents that do not speak or understand English.

Funding Source (if required) to be utilized: Operating

Task Start Date: 10/02 Target Date of Completion: On-going

5. Institute A Common Point Of Reference For Notices.

The Agency will immediately identify and institute an effective and easily accessible method of communicating with residents. Suggested methods will include, but will not be limited to the following: flyers/letters sent with the rent bill, flyers/letters placed in office and at community center bulletin board, monthly news briefs placed in rental statements.

Funding Source (if required) to be utilized: Operating

Task Start Date: 10/02 Target Date of Completion: On-going

6. Encourage Resident Involvement.

The Agency will immediately schedule a series of training sessions and seminars which will focus on Resident Involvement in Community Building. Suggested topics may include: Resident Leadership Training, Community Building, Volunteer Training, Entrepreneurship Training, etc. These workshops will be part of the Agency's plan to assist and encourage residents to be part of the solution, to join or develop committees/organizations to help improve the community.

Funding Source (if required) to be utilized: Prior year PHDEP

Task Start Date: 10/02 Target Date of Completion: On-going

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SECTION THREE: Safety

AREA OF CONCERN: Failure of Agency To Convince Residents That It Is Making Efforts To Provide Safe Living Conditions

The goal of this section is to capture how safe residents feel and to assess if the housing agency is making efforts to provide safe living conditions. The following are action items that will be used to make improvements in this area.

ACTION ITEMS

1. Establish Communication Linkages

The Agency will immediately develop and implement a schedule of regular group meetings with Residents, Resident Advisory Board, or meet individually with residents to discuss resident concerns and perceptions on issue. If situations which are identified as problems are improved, then it is believed that satisfaction with this service area should improve. Monthly meetings held at each site.

Funding Source (if required) to be utilized: Operating

Task Start Date: 05/02 Target Date of Completion: On-going

2. Establish Working Relations With Police.

The Agency has established a policy of partnership relations with Police Departments in the community so as to have a variety of cooperative arrangements and agreements. Some of these agreements are. but not limited to the following activities:

- **Units deprogrammed for use as police substations. (Already instituted at each site.)**
- **Periodic and regular meetings between the local police agency and PHA management. (Monthly meetings currently being held.)**

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- **Provisions of access by the local police agency to vacant units in order to facilitate surveillance and pursuit. (Currently being done.)**

- **Provision of community space for police /community meetings. (Monthly meetings held by Hickory Police Department at each development.)**

- **Police input into the development and implementation of drug elimination grants.**

- **Police input into modernization planning.**

- **Gun and drug sweeps.**

- **Youth counseling**

- **Youth recreational activities. (After school/Summer Camp/Girl Scouts)**

- **Community policing. (05/11/02 Entered into contract with Police Department for increased police presence.)**

- **Security surveys.**

Funding Source (if required) to be utilized: Operating/Capital Funds

Task Start Date: 10/02 Target Date of Completion: On-going

3. All Crimes Reported.

The Agency will immediately institute a policy of reporting all criminal activity to local police authorities. This policy will be put in place to establish a continuous line of communication between local police authorities and the Agency thereby creating a credible, working relationship between both groups. (Resolution passed by Board of Commissioners 3/02)

Funding Source (if required) to be utilized: None required

Task Start Date: 02/02 Target Date of Completion: 04/02

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4. Ensure Policies and Procedures In Place For Tracking Crime.

The Agency will immediately conduct a review of its written policies and procedures to ascertain that applicable policies and procedures are in place to track crime and where necessary the Agency will prepare the missing documents. The Agency will also ensure that these policies and procedures will be able to demonstrate that crime and crime-related problems are being traced by development. (The Authority receives monthly crime reports from Hickory Police Department.)

Funding Source (if required) to be utilized: None required

Task Start Date: On-going Target Date of Completion: On-going

5. Refine Resident Screening Processes.

The Agency will immediately seek to institute and implement a policy of revamping and upgrading a resident screening process which denies housing admissions to those individuals who do not meet the legal criteria established by HUD or PHA board resolution. (Policy will be revised as new HUD mandates are implemented.)

Funding Source (if required) to be utilized: None required

Task Start Date: 02/02 Target Date of Completion: On-going yearly

6. Establish Safe Behavior Policies For Residents.

The Agency will immediately develop and institute a clearly understood and mutually agreed-upon policy which defines what constitutes safe behavior for residents with the correct level of repercussions for violating policy. (As outlined in Dwelling Lease.)

Funding Source (if required) to be utilized: Operating

Task Start Date: 02/02 Target Date of Completion: On-going

7. Addition of More Lighting.

The Agency will immediately schedule a plan for evaluating, planning and installing additional lighting in all common

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areas and to periodically check all lights to make sure that they are working. (Duke Power conducted a study. New and additional lighting will be installed by 7/30/02.)

Funding Source (if required) to be utilized: Operating

Task Start Date: 05/02 Target Date of Completion: 08/02

8. Check All Locks.

The Agency will immediately begin a program of checking all locks and outside doors to assure that they are not in disrepair and repair all locks that are damaged.

Funding Source (if required) to be utilized: Capital Funds

Task Start Date: 01/02 Target Date of Completion: On-going

9. Provide More Recreational Areas

The Agency will immediately plan and implement a long-term program of seeking resources to, and using those monies for, building and/or maintaining neighborhood playgrounds, and basketball courts. In addition the Agency will also create youth programs to discourage crime among that age group.

Funding Source (if required) to be utilized: Prior year PHDEP

Task Start Date: 01/02 Target Date of Completion: On-going

10. Teach Basic Resident Safety.

The Agency will immediately seek to develop and implement a training program for residents on basic safety in the home and in the community. Topics to be presented will include, but not be limited to: How Residents Can Better Protect Themselves, Their Families And Their Property, and Working With Police Agencies To Create Safer Neighborhoods, etc.

Funding Source (if required) to be utilized: Operating

Task Start Date: 06/02 Target Date of Completion: On-going

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11. Provide Preventative Drug Related Services

The Agency will immediately develop and institute preventative drug related services such as Preventative Drug Education and Referral Sources For Drug Treatment Programs.

Funding Source (if required) to be utilized: Prior year PHDEP

Task Start Date: 01/02 Target Date of Completion: On-going

12. Establish Working Relationships To Implement Grants.

The Agency will immediately establish policies and procedures for working with resident councils or other formal resident groups in the implementation of drug elimination grants (24CFR 961.3) and other related programs.

Funding Source (if required) to be utilized: Operating/Prior year PHDEP

Task Start Date: 10/01 Target Date of Completion: On-going

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SECTION FIVE: Neighborhood Appearances

AREA OF CONCERN: Dissatisfaction With Upkeep In Different Areas of the Development

A poorly maintained development can lead to a number of problems. The appearance of the housing development should be neat and orderly. Ideally, the development should compliment the community and there should not be a clear line that defines the borders of the development due to perpetual problems such as litter, broken glass, and vandalism. Residents are encouraged to be part of the solution. There is an established process in place for residents to report problems. Management responds in a timely and professional manner to appearance problems in the community. The following are action items that the Agency will undertake to make improvements in this area.

ACTION ITEMS

1. Establish Communication Linkages

The Agency has developed and implemented a schedule of regular group meetings with Residents, Resident Advisory Board, or meet individually with residents to discuss resident concerns and perceptions on this issue.

Funding Source (if required) to be utilized: Operating

Task Start Date: 02/02 Target Date of Completion: On-going

2. Find Life Enhancement Program Partners.

The Agency will immediately begin a review of its policy regarding abandoned buildings and vacancy to bring it up to date and evaluate its effectiveness. If found to be inadequate, the Agency will revise and improve its systems to address this issue more rigorously.

Funding Source (if required) to be utilized: Capital Funds/ Operating

Task Start Date: 01/02 Target Date of Completion: 07/02

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3. Schedule Anti-Pest Treatments and Trash Removal Pickups More Frequently.

The Agency will immediately reschedule and implement a more regular pest extermination program more frequently and on an as needed basis, if necessary. (Trash pick up days have been established = Monday, Wednesday, Friday.)

Funding Source (if required) to be utilized: Operating

Task Start Date: 01/02 Target Date of Completion: On-going

4. Be Proactive About Improving The Appearance of Neighborhood.

The Agency will immediately develop and implement a program for improving the overall appearance of the neighborhood. This program will include, but will not be limited to the following activities:

- **Conducting an assessment (at least visually) of the community on a daily basis.**
- **Management and Executive Staff becoming personally involved in this assessment and not just relying on staff for input.**
- **Starting a neighborhood appearance council made up of residents. Awarding prizes or recognizing to residents with the best kept yard and recognizing that individual or family in a newsletter.**
- **Eliminating graffiti within 24 hours of report.**
- **Hickory Police Department conducted crime prevention through environmental design.**

Funding Source (if required) to be utilized: Capital fund

Task Start Date: 03/02 Target Date of Completion: On-going

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Housing Authority of the City of Hickory

Section 8 Homeownership Program Capacity Statement

Attachment: nc056n02

The Housing Authority demonstrates its capacity to administer the Section 8 Homeownership program as the following policies are adopted:

1. A minimum down payment of 3% is required. At least 1% must come for the family's resources.
2. Financing for purchase of a home will be provided; insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

Attachment nc056o02

ACTION PLAN

FOR THE
HICKORY PUBLIC HOUSING AUTHORITY
RESIDENT EMPOWERMENT
AND SELF-SUFFICIENCY
INITIATIVES

Alanda K. Richardson
Executive Director

PROGRAM

I. Program Summary, Goals and Objectives

II. Family Demographics

III. Number of Residents Required to Participate

IV. Program Incentives

V. Outreach Efforts and Orientation

VI. Program Requirements

VII. Scope of Activities and Supportive Services

VIII. Identification of Support Needs

IX. Program Termination and Grievance Procedures

X. Assurance and Non-Interference

XI. Implementation Timetable

XII. Certification of Coordination

Program Goals/ Objectives:

Establish a **Resident Empowerment Program** that will:

- Provide comprehensive information to the residents in Public Housing regarding this mandate and their obligations to participate or whether they have exemption status.

- Engage residents in meaningful community service and self-sufficiency activities that will improve their socio-economic.

- Promote a sense of community inclusion and cooperation between the residents and community at large.

- Establish interagency partnerships to ensure adequate and appropriate community service and training opportunities. This will involve securing commitments from public and private resources in the community.

- Provide homeownerships options for residents

- Develop a system of accountability and compliance of participants and community service providers to promote long-term success and effectiveness.

- Assess overall quality of program to identify ongoing and future program needs.

- Enhance the employability of program participants by offering opportunities geared towards job placement.

- Provide guidance and support to residents participating in the program to help overcome any identified barriers to participation.

- Establish cooperative working relationships with the local businesses in the community.

Resident Objectives:

- Achieve a greater level of self-motivation, self-esteem, self-discipline and self-sufficiency by engaging in rewarding activities that will allow them to be of service to others in the community.

- Enhance employment skills that may lead to long-term gainful employment and self-reliance.

- Utilize occupational training offered by CVCC Junior college

- Work in cooperation with Housing Authority staff to identify and address various barriers to success.

Family Demographics:

The Hickory Housing Authority's Public Housing program currently consists of 311 units. Of the 311 units, residents occupy 308 units and 3 are designated sub-stations.

The Authority's**Resident Empowerment Program** will identify those residents in public housing who are required to participate as outlined in the statute.

The demographics of the Public Housing population is outlined below:

Units:

Total Number of Public Housing Units	308
Total Number of Occupied Units	286
Blue Ridge Heights	68
Hillside Gardens	70
Ridgecrest	88
Terrace Hills	43
Sunny Valley	39

Families:

Total Number of Families	279
Total Number of Elderly Residents	79
Total Number of Handicapped/ Disabled Residents	30
Total Number of Female Head of Household	237
Total Number of Male Head of Household	37
Total Number of Single Parent Heads	88
Total Number of Residents	706

Age, Sex, and Race:

Number of Females	237
Number of Males	248
0-5 Years Old	164
6-12 Years Old	151
13-18 Years Old	89
18 Years and Older	315
African-American Residents	227
Caucasian Residents	48
Hispanic Residents	4

Income:

TANF	27
SSI	31
SS	63
VA Retirement	0
Wage Earners	85
Voluntary Child Support	23
	5

Involuntary Child Support	0
Unemployment Benefits	0
Other	0
Other Non-Wage	0
No Income	50

Scope of Activities and Supportive Services

Commitments of participation have been secured with the following agencies to provide the Intense Job Skills Training and the Community/ Volunteer Service Placements:

Job Skills Training & Placement

Name of Agency	Contact	Telephone Number
CVCC	Judy White	324-5650
FACED Center	Deloris Sanders	327-7217
Department of Social Services	Karen Hefner	695-3311

Participants will work with the Family Self-Sufficiency Coordinator and Youth Workers who are employed by the HPHA.

The FSS Coordinator will:

- Follow-up to determine that all participants have been informed of their obligations and have been provided with the proper orientation materials and resources.
- Determine the level of compliance of the resident sixty days prior to the expiration of the lease.
- Provide written notification at least thirty days prior to the expiration of the lease to any resident who has been verified to be non-compliant with this mandate.

Program Termination Procedure:

If the community service provider chooses to terminate the relationship with the resident, the resident will be responsible for securing a new and acceptable placement.

The following are reasons for termination of the Resident Empowerment Program/Placement:

- Inappropriate or abusive behavior
- The resident's withdrawal from public housing.

Hickory Housing Authority
RAB Comments to PHA Plan
Attachment: nc056qo2

Public Hearings were scheduled at all sites and the at the Administration Office in order for the tenants to express their concerns and suggestions for the 5-year Agency Plan and Annual Plan.

April 9, 2002 at the L.M. Clark Community Center
4 person present

Comments from Residents:
- *Playground equipment to be placed in the yard at the center*
- *More lighting in the parking lots*
- *Screens for the windows*
- *Transportation availailable beyond the regular transit hours*

Hillside Gardens - April 11, 2002
No concerns

Sun Valley - April 11, 2002
14 persons present

Comments from Residents:
- *Want regular meeting with the Hickory Police Department*
- *To ban uninvited guests on the property causing disturbances*
- *Han an officer scheduled for Night Patrol*
- *Fire prevention for the units since they have one way in and out*
- *Fire Extinguishers for all apartments*
- *Fence in the total site*
- *Senior Citizen program*
- *Swings and tables in area that is fenced in*

Terrace Hills – April 12, 2002
3 persons present

Comments from Residents:
- *To sow grass in the bald areas*
- *Storm windows*
- *More community activities*
- *Treat the apartment more for ants and spiders*
- *Want to have a block party*

Blue Ridge Height – April 16, 2002
No concern tenants

Administration Office – April 24, 2002
No concerns tenants

Ridgeview Library – May 14, 2002
No concern tenants

Administrative Office -= May 17, 2002
No concern tenants

Administrative Office -= May 23, 2002
No concern tenants

Response from PHA:

All of the resident concerns have been addressed in the PHA Plan. Some concerns are already being addressed by the Housing Authority or are in the making.

CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name:	Grant Type and Number:	Federal FY of Grant:
Hickory Public Housing Authority	Capital Fund Program No: **NC19P05650101** Replacement Housing Factor Grant No:	**2001**

☐ **Original Annual Statement** ☐ **Reserved for Disasters/Emergencies** ■ **Revised Annual Statement/Revision Number** ____1____

■ **Performance and Evaluation Report for Program Year Ending 3/31/02** ☐ **Final Performance and Evaluation Report for Program Year Ending**_____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	91,196.00	78,796.00	78,796.00	78,796.00
3	1408 Management Improvements	36,000.00	67,200.00	67,200.00	0.00
4	1410 Administration	52,209.00	52,209.00	52,209.00	22,174.06
5	1411 Audit	3,500.00	3,500.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	29,000.00	29,000.00	25,000.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	115,000.00	115,000.00	0.00	0.00
10	1460 Dwelling Structures	161,249.00	171,393.00	32,400.00	13,610.00
11	1465.1 Dwelling Equipment-Nonexpendable	5,000.00	0.00	0.00	0.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	28,944.00	5,000.00	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	**$522,098.00**	**$522,098.00**	**$255,605.00**	**$114,580.06**
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 and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Hickory Public Housing Authority	Grant Type and Number: Capital Fund Program No: NC19P05650101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001

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								
	Operations:	1406		91,196.00	78,796.00	78,796.00	78,796.00	
	Total			**$91,196.00**	**$78,796.00**	**$78,796.00**	**$78,796.00**	
	Management Improvements:							
	Executive Director - Salary	1408		12,000.00	12,000.00	12,000.00	0.00	
	Employee training	1408		4,000.00	4,000.00	4,000.00	0.00	
	Resident Services	1408		20,000.00	51,200.00	51,200.00	0.00	
	Total			**$36,000.00**	**$67,200.00**	**$67,200.00**	**$0.00**	
	Administration:							
	Director of Technical Services - Salary	1410		52,209.00	52,209.00	52,209.00	22,174.06	
	Total			**$52,209.00**	**$52,209.00**	**$52,209.00**	**$22,174.06**	
	Audit:	1411		0.00	3,500.00	0.00	0.00	Correction to account number
	Total			**$0.00**	**$3,500.00**	**$0.00**	**$0.00**	
	Fees & Costs:							
	Hire Consultant for Needs Assessment	1430		4,000.00	4,000.00	0.00	0.00	
	A/E	1430		25,000.00	25,000.00	25,000.00	0.00	
	Audit:	1430		3,500.00	0.00	0.00	0.00	Correction to account number
	Total			**$32,500.00**	**$29,000.00**	**$25,000.00**	**$0.00**	
HA-Wide	Dwelling Structures:							
	Replace hot water heaters that are not	1460	LS	2,500.00	2,500.00	0.00	0.00	
	replaced when air conditioning is installed			-	-			
	Recycle units at turnover	1460	LS	20,000.00	20,000.00	20,000.00	1,210.00	
	Correct Settlement of Buildings	1460		0.00	21,000.00	12,400.00	12,400.00	Moved from 05
	Total			**$22,500.00**	**$43,500.00**	**$32,400.00**	**$13,610.00**	
	Dwelling Equipment:							
	Replace Stoves	1465	LS	2,500.00	0.00	0.00	0.00	Moved funds to 1460
	Replace Refrigerators	1465	LS	2,500.00	0.00	0.00	0.00	Moved funds to 1460
	Total			**$5,000.00**	**$0.00**	**$0.00**	**$0.00**	
	Non-Dwelling Equipment:							
	Purchase new vehicle - Van	1475		18,000.00	0.00	0.00	0.00	Moved funds to 1460
	Upgrade Computer Hardware	1475		10,944.00	5,000.00	0.00	0.00	Moved partial funds to 1460
	Total			**$28,944.00**	**$5,000.00**	**$0.00**	**$0.00**	
	TOTAL HA-WIDE			**$268,349.00**	**$279,205.00**	**$255,605.00**	**$114,580.06**	

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

PHA Name: Hickory Public Housing Authority	Grant Type and Number: Capital Fund Program No: NC19P05650101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001

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	
NC 56-1	Site Improvements:							
	Provide Paving and Dumpster Pads	1450		10,000.00	10,000.00	0.00	0.00	
	Provide new playground equipment	1450		40,000.00	0.00	0.00	0.00	
	Total			**$50,000.00**	**$10,000.00**	**$0.00**	**$0.00**	
	Dwelling Structures:							
	Replace screen doors as needed	1460	LS	4,000.00	4,000.00	0.00	0.00	
	Total			**$4,000.00**	**$4,000.00**	**$0.00**	**$0.00**	
	TOTAL NC 56-1			**$54,000.00**	**$14,000.00**	**$0.00**	**$0.00**	
NC 56-1 A &B	Site Improvements:							
Blue Ridge Heights	Erosion Control and Landscaping	1450		30,000.00	50,000.00	0.00	0.00	
& Terrace Hills	**Total**			**$30,000.00**	**$50,000.00**	**$0.00**	**$0.00**	
	TOTAL NC 56-1 A &B			**$30,000.00**	**$50,000.00**	**$0.00**	**$0.00**	
NC 56-1 B	Dwelling Structures:							
Hillside Gardens	HVAC	1460	32 units	132,249.00	0.00	0.00	0.00	Move funds to RC
	Total			**$132,249.00**	**$0.00**	**$0.00**	**$0.00**	
	TOTAL NC 56-1 B			**$132,249.00**	**$0.00**	**$0.00**	**$0.00**	
NC 56-2	Site Improvement:							
Ridgecrest	Erosion Control and Landscaping	1450		20,000.00	40,000.00	0.00	0.00	
	Repair and/or replace sidewalks that are	1450		15,000.00	15,000.00	0.00	0.00	
	cracked, unlevel so as to create a trip hazard			-	-	-	-	
	or have drainage problems.			-	-	-	-	
	Seed and straw disturbed areas			-	-	-	-	
	Total			**$35,000.00**	**$55,000.00**	**$0.00**	**$0.00**	
	Dwelling Structures:							
	Replace screen doors as needed	1460	LS	2,500.00	2,500.00	0.00	0.00	
Ridgecrest	HVAC	1460	31 units	0.00	108,993.00	0.00	0.00	Moved from 04
	Electrical upgrades - smoke detectors	1460	31 units	0.00	12,400.00	0.00	0.00	
	Total			**$2,500.00**	**$123,893.00**	**$0.00**	**$0.00**	
	TOTAL NC 56-2			**$37,500.00**	**$178,893.00**	**$0.00**	**$0.00**	
	TOTAL GRANT FUNDS FOR 2002			**$522,098.00**	**$522,098.00**	**$255,605.00**	**$114,580.06**	

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

PHA Name:	Grant Type and Number:	Federal FY of Grant:
Hickory Public Housing Authority	Capital Fund Program No: **NC19P05650101** Replacement Housing Factor Grant No:	**2001**

Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	3/31/2003			9/30/2004			
NC 56-1	3/31/2003			9/30/2004			
NC 56-2	3/31/2003			9/30/2004			

CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name:	Grant Type and Number:	Federal FY of Grant:
Hickory Public Housing Authority	Capital Fund Program No: **NC19P05650100** Replacement Housing Factor Grant No:	**2000**

☐ **Original Annual Statement** ☐ **Reserved for Disasters/Emergencies** ■ **Revised Annual Statement/Revision Number** **3**

■ **Performance and Evaluation Report for Program Year Ending 3/31/02** ☐ **Final Performance and Evaluation Report for Program Year Ending**_____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	25,000.00	25,000.00	25,000.00	25,000.00
3	1408 Management Improvements	12,000.00	12,000.00	12,000.00	12,000.00
4	1410 Administration	57,120.00	57,120.00	57,120.00	57,120.00
5	1411 Audit	3,500.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	26,000.00	21,641.00	21,641.00	18,441.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	154,000.00	123,416.85	123,416.85	123,416.85
10	1460 Dwelling Structures	234,079.00	272,521.15	272,521.15	262,149.57
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	**511,699.00**	**511,699.00**	**511,699.00**	**498,127.42**
22	Amount of line 21 Related to LBP Activities	16,060.00	16,060.00	16,060.00	16,060.00
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	25,000.00	3,717.14	3,717.14	3,717.14

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

PHA Name: Hickory Public Housing Authority	Grant Type and Number: Capital Fund Program No: NC19P05650100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000

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								
	Operations	1406		25,000.00	25,000.00	25,000.00	25,000.00	Complete
	Total			**$25,000.00**	**$25,000.00**	**$25,000.00**	**$25,000.00**	**100% Complete**
	Management Improvements:							
	Executive Director	1408		12,000.00	12,000.00	12,000.00	12,000.00	Complete
	Total			**$12,000.00**	**$12,000.00**	**$12,000.00**	**$12,000.00**	**100% Complete**
	Administration:							
	Director of Technical Services	1410		57,120.00	57,120.00	57,120.00	57,120.00	Complete
	Total			**$57,120.00**	**$57,120.00**	**$57,120.00**	**$57,120.00**	**100% Complete**
	Audit	1411		3,500.00	0.00	0.00	0.00	
	Total			**$3,500.00**	**$0.00**	**$0.00**	**$0.00**	Moved to 1460
	Fees & Costs:	1430		26,000.00	0.00	0.00	0.00	
	Lead Based Paint Testing	1430		0.00	16,060.00	16,060.00	16,060.00	Complete
	Adm. Asst.	1430		0.00	4,000.00	4,000.00	800.00	Finish 4/30/02
	Physical Needs Assessment	1430		0.00	1,581.00	1,581.00	1,581.00	Complete
	Total			**$26,000.00**	**$21,641.00**	**$21,641.00**	**$18,441.00**	**85% Complete**
	TOTAL HA-WIDE			**$123,620.00**	**$115,761.00**	**$115,761.00**	**$112,561.00**	**97% Complete**
NC 56-1	**Site Improvements:**							
	Repair and/or replace sidewalks that are	1450		2,000.00	19,629.00	19,629.00	19,629.00	Complete
	cracked, unlevel so as to create a trip	-		-	-	-	-	
	hazard or have drainage problems.	1450		0.00	0.00	0.00	0.00	
	Seed and straw disturbed areas	1450		0.00	0.00	0.00	0.00	
	Erosion Control and Landscaping	1450		120,000.00	93,299.85	93,299.85	93,299.85	Complete
	Total			**$122,000.00**	**$112,928.85**	**$112,928.85**	**$112,928.85**	**100% Complete**
	Dwelling Structures:							
	Replace Heat Pumps - Sunny	1460	39 units	25,000.00	3,717.74	3,717.74	3,717.74	Complete
	Replace Hot Water Heaters that are not	1460	42 units	2,500.00	1,270.10	1,270.10	1,270.10	Complete
	replaced when air conditioning is installed	-	-	-	-	-	-	
	Replace Screen Doors	1460	25 units	4,300.00	2,239.12	2,239.12	2,239.12	Complete
	Replace Floor Tile	1460	10 units	60,000.00	120,047.24	120,047.24	116,093.28	Complete 4/30
	Replace Kitchen Cabinets	1460	54 units	10,329.00	570.00	570.00	570.00	Complete
	Interior repair/paint	1460	12 units	27,000.00	63,689.58	63,689.58	57,271.96	Complete 4/30
	Replace Countertops	1460		2,000.00	2,965.00	2,965.00	2,965.00	Complete
	Total			**$131,129.00**	**$194,498.78**	**$194,498.78**	**$184,127.20**	**95% Complete**
	TOTAL NC 56-1			**$253,129.00**	**$307,427.63**	**$307,427.63**	**$297,056.05**	

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

PHA Name: Hickory Public Housing Authority	Grant Type and Number: Capital Fund Program No: NC19P05650100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000

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	
NC 56-2	**Site Improvements:**							
	Repair and/or replace sidewalks that are							
	cracked, unlevel so as to create a trip	1450		2,000.00	10,488.00	10,488.00	10,488.00	Complete
	hazard or have drainage problems.			-	-	-	-	
	Seed and straw disturbed areas			-	-	-	-	
	Erosion Control and Landscaping	1450		30,000.00	0.00	0.00	0.00	Use for sidewalks
	Total			**$32,000.00**	**$10,488.00**	**$10,488.00**	**$10,488.00**	**100% Complete**
	Dwelling Structures:							
	Replace Hot Water Heaters that are not	1460		750.00	0.00	0.00	0.00	
	replaced when air conditioning is installed	-		-	-	-	-	
	Replace Screen Doors	1460		3,200.00	1,152.88	1,152.88	1,152.88	
	Replace Floor Tile	1460		55,000.00	40,821.99	40,821.99	40,821.99	
	Replace Kitchen Cabinets	1460		9,000.00	3,910.00	3,910.00	3,910.00	
	Interior repair/paint	1460		25,000.00	24,197.50	24,197.50	24,197.50	
	Replace Countertops	1460		10,000.00	7,940.00	7,940.00	7,940.00	
	Total			**$102,950.00**	**$78,022.37**	**$78,022.37**	**$78,022.37**	**100% Complete**
	TOTAL NC 56-2			**$134,950.00**	**$88,510.37**	**$88,510.37**	**$88,510.37**	
	GRANT TOTAL FOR 2000			**$511,699.00**	**$511,699.00**	**$511,699.00**	**$498,127.42**	**97% Complete**

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

PHA Name:	Grant Type and Number:	Federal FY of Grant:
Hickory Public Housing Authority	Capital Fund Program No: **NC19P05650100** Replacement Housing Factor Grant No:	**2000**

Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide	12/31/2001		12/31/2001	6/30/2002			
NC 56-01	12/31/2001		12/31/2001	6/30/2002			
NC 56-02	12/31/2001		12/31/2001	6/30/2002			