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

PHA Plans

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

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 OF THE BOROUGH OF LODI

PHA Number: NJ011001

PHA Fiscal Year Beginning: (mm/yyyy) 10/01/2002

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-Year Plan
PHA Fiscal Years 2002 - 2006
[24 CFR Part 903.5]

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

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

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

We, at the Lodi Housing, are dedicated to providing our community with decent, safe, sanitary housing and suitable living environment. We are committed to reducing the concentration of poverty in public housing. We seek to expand economic opportunities to all residents and increase the opportunities of housing choices by forming creative partnership with public and private collaborators.

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):

1. **Acquire/build units for physically/mentally challenged**
2. **Convert 3 units in Family Complex to handicapped accessible**

PHA Goal: Improve the quality of assisted housing
Objectives:

Improve public housing management: (PHAS score) **93%**
Improve voucher management: (SEMAP score) **92%**
Increase customer satisfaction:
Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
Renovate or modernize public housing units:
Demolish or dispose of obsolete public housing:
Provide replacement public housing:
Provide replacement vouchers:

Other: (list below)

1. **Committed to continue being a high performing Public Housing Agency.**
2. **Acquire abandoned schools/buildings & renovate to housing units**

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: **Conduct feasibility study**
Implement public housing or other homeownership programs: **Conduct feasibility study**

Implement public housing site-based waiting lists:
Convert public housing to vouchers:
Other: (list below)

1. **Researching pros/cons regarding the new Section 8 Homeownership Program for families.**
2. **Conduct training/counseling for homeownership program**

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)

1. **Implement a community watch program**
2. **Provide training on "how not to become" a victim of crime**
3. **Work with school and community organizations to train children not to speak to strangers**
4. **Be savvy (children) on the internet**

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)

1. **Work with employment/welfare agencies to implement a dress-for-success program**
2. **When funds become available, implement a computer training program**

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)

1. **Start to teach tolerance program w/school and implement program re: there are no victimless crimes, work in conjunction with police department, community groups, school.**
2. **Conduct seminars on cultural differences and positive impact on society.**

Other PHA Goals and Objectives: (list below)

1. **As a direct result of September 11, 2001 attack on our Nation, implement a program to develop a sense of pride, vigilance, and involvement in our community.**
2. **Implement program re: there are "no victimless crimes." Work in conjunction with police department, community groups, school.**
3. **Implement program to teach/train seniors/children "how not to be targeted as a victim – how to be aware of surroundings at all times."**
4. **Implement an anger management program for kindergarten to high school in conjunction with community agencies and schools in an effort to prevent disasters as in Columbine High School, etc.**
5. **Make provision for field trips to correctional institutions in conjunction with school and police department.**
6. **Implement a youth and elderly program to share concerns, experiences, fears, etc. and to accept differences of age and understanding with the objective to reduce crime against the elderly.**
7. **Implement in-house training program for welfare recipients and GED program.**
8. **Implement domestic abuse and awareness program (physical, verbal, mental abuse, also).**
9. **Implement child abuse program (physical, verbal, mental abuse, also).**
10. **Implement internet safety awareness program in conjunction with school and police department.**
11. **Implement a budget training and savings program for residents geared toward home ownership/self sufficiency will also include how to negotiate rents.**
12. **Expand on our summer youth maintenance program.**

13. **Implement computerized maintenance department to comply with HUD PHAS, Five-Year and Annual Plans and be supportive of the Uniform Inspection System, i.e. maintenance work orders, move in/move out inspections, preventative maintenance plan, etc.**
14. **Recruit landlords in low poverty areas to participate in the Section 8 Program.**
15. **Implement Drug Elimination/Drug & Alcohol Awareness Program – know the signs.**
16. **Implement Program to review physical design layout of complexes and its relation to crime prevention.**
17. **Implement program to strengthen the role of the residents in addressing housing authority and community conditions.**

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.

LHA prepared its third Annual Plan in accordance with Section 511 of the Reform Act of 1998 and Notices PIH 99-33 (HA), 99-51 (HA), 2002-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), and 2000-26 (HA). The Annual Plan was prepared in consultation with and the cooperation of the residents of the Housing Authority of the Borough of Lodi, participants of Section 8 Program, residents of the community of the Borough of Lodi and its representatives. The Annual Plan is the result of numerous hours of negotiations, strategic planning, structuring and collaborating with both public and private entities to accomplish our mission.

In an effort to accomplish our mission, we have set goals and objectives that represent the essence of the LHA's efforts to assure our mission is attained. We

shall continue to collaborate with both public and private entities to promote our common goals and objectives of reducing the concentration of poverty in housing, provide quality affordable housing that's decent, safe, well-maintained and free from drugs and violent crime. We shall also continue working in partnership with individuals and organizations to provide housing, education, and employment opportunities for low income families to become self-sufficient and improve their quality of life.

We are presently researching the pros/cons of the new Section 8 Homeownership Program. Our goal/mission is to increase the opportunities for affordable housing and the new Section 8 Homeownership Program appears to be a new vehicle in providing such an opportunity. The new Section 8 Homeownership Program would provide participants with the opportunity to choose between leasing a unit or buying a home. The Vouchers would provide mortgage subsidies for eligible families.

In the process of developing our Annual Plan, we reviewed and revised all applicable policies, plan of action and procedures that directly impact our day-to-day operation and activities. The contents of the Plan reflect the current state of LHA's operation and management. We are submitting a streamlined version of the Annual Plan since we are a HUD-designated high performer.

The Plan contains the following attachments:

1. **The Capital Fund Annual Statement/Performance & Evaluation Parts I, II, III CFP Grant No. NJP01150100 Disaster Funding FY 2000, Period Ending 04/08/02**
2. **The Capital Fund Annual Statement/Performance & Evaluation Parts I, II, III CFP Grant No. NJP01150200 FY2000, Period Ending 04/08/02**
3. **The Capital Fund Annual Statement/Performance & Evaluation Parts I, II, III Component 7 CFP FY 2002**
4. **The Capital Fund Annual Statement/Performance & Evaluation Parts I, II, III CFP Grant #NJ01150101, Period Ending 04/08/02**
5. **Capital Fund Program Five-Year Action Plan.**
6. **Voluntary Conversion Required Initial Assessment.**
7. **Pet Policy – Family Development**
8. **Required Certifications (Certifications with original signatures submitted to HUD Newark Office)**

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

Optional Attachments:

PHA Management Organizational Chart
FY 2000 Capital Fund Program 5 Year Action Plan-Rollover
Public Housing Drug Elimination Program (PHDEP) Plan
Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
Other (List below, providing each attachment name)

The Plan contains the following attachments:

1. **The CFP Annual Plan FY 2001 NJ39P01150101**
2. **The Capital Fund Annual Statement/Performance & Evaluation Parts I, II, III CFP Grant No. NJP01150100 Disaster Funding FY 2000, Period Ending 04/08/02**
3. **The Capital Fund Annual Statement/Performance & Evaluation Parts I, II, III CFP Grant No. NJP01150200 FY2000, Period Ending 04/08/02**
4. **The Capital Fund Annual Statement/Performance & Evaluation Parts I, II, III Component 7 CFP FY 2002**
5. **Capital Fund Program Five-Year Action Plan**
6. **Pet Policy – Family Development**
7. **Required Certifications**
8. **Voluntary Conversion Required Initial Assessment**

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

program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
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
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
X	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
N/A - HIGH PERFORMER	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
N/A - HIGH PERFORMER	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A - HIGH PERFORMER	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A - HIGH PERFORMER	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
N/A - HIGH PERFORMER	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A - HIGH PERFORMER	Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A - HIGH	Most recent self-sufficiency (ED/SS, TOP or ROSS or other	Annual Plan:

PERFORMER	resident services grant) grant program reports	Community Service & Self-Sufficiency
N/A - HIGH PERFORMER	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
N/A - HIGH PERFORMER	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary) **1. Public Notice Published-Re: The Review Period Public Housing.** **2. Plan attachments & supporting documents made available for review by the public for a 45-day period.** **3. Public Meeting conducted by the Board/Governing of the Lodi Housing Authority.** **4. RAB Public Comments Addressed.**	Annual Plan/Five-Year Action Plan

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 - HIGH PERFORMER 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	Affor	Supply	Quality	Access-	Size	Loca-ti
Income <= 30% of AMI	**845**	**5**	**5**	**3**	**5**	**5**	**2**
Income >30% but <=50% of AMI	**761**	**4**	**3**	**2**	**4**	**4**	**2**
Income >50% but <80% of AMI	**764**	**3**	**4**	**2**	**4**	**3**	**2**
Elderly	**860**	**5**	**4**	**3**	**4**	**2**	**2**

Families with Disabilities	**N/A -**	**5**	**5**	**3**	**5**	**4**	**4**
White/Non-Hispa	**3279**	**5**	**4**	**3**	**4**	**4**	**2**
Black/Non-Hispa	**247**	**5**	**4**	**3**	**4**	**4**	**2**
Hispanic	**358**	**5**	**4**	**3**	**4**	**4**	**2**
Race/Ethnicity							

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

Consolidated Plan of the Jurisdiction/s
Indicate year: **2000-2004**
U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
American Housing Survey data
Indicate year: **2002**
Other housing market study
Indicate year:
Other sources: (list and indicate year of information)

Borough of Lodi Master Plan – Draft 1993
Housing Needs Data Table 1C – 1990 Census Data & 2002 Projection Data Using the Community 2020 Software

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/subjurisdiction:

	# of families	% of total families	Annual Turnover
*Waiting list total	**598**		**74**
Extremely low income <=30% AMI	**293**	**49%**	
Very low income (>30% but <=50% AMI)	**285**	**48%**	
Low income (>50% but <80% AMI)	**20**	**3%**	
Families with children	**408**	**68%**	
Elderly families	**107**	**18%**	
Families with Disabilities	**45**	**8%**	
White/Non-Hispani	**288**	**48%**	
Hispanic	**181**	**30%**	
Black	**73**	**12%**	
Asian	**56**	**10%**	

***The Housing Needs Report of Families on the Waiting List does not provide for representation of single families not disabled/not elderly nor families without children/disabilities. Total of families, 38, reflecting 6% of families on the waiting list without representation.**

Characteristics by Bedroom Size (Public Housing Only)			
1BR	**134**		
2 BR	**70**		
3 BR	**16**		
4 BR			
5 BR			
5+ BR			

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

If yes:

How long has it been closed (# of months)? **6 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)

1. **Conduct feasibility study of non-profit organization for additional housing.**
2. **Try to implement a private/public partnership in an effort to develop affordable housing opportunities.**

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)

1. **Purchase land for the development of senior citizen housing.**

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)

1. **Purchase land/renovate buildings for the development of housing for the disabled.**
2. **Convert 3 family units to handicapped accessible.**

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

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

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

1. **We have Fair Housing Policies and Affirmative Action Policies.**
2. **Conduct outreach utilizing agencies.**
3. **Advertise in newspapers geared toward various race/ethnic groups.**

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)

1. **Implement policies towards affirmatively furthering fair housing.**

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 2002 grants)**		
a) Public Housing Operating Fund	**284,656**	**P.H. Operations**
b) Public Housing Capital Fund	**323,301**	**P.H. Capital**

		Improvements
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	**4,244,071**	**N/A**
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)		
$550 Million Bonus	**65,845**	**P.H. Section 504 Compliance**
3% PHAS Bonus	**9,417**	**P.H. Asbestos Survey/ Abatement**
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Disaster NJP01150100	**0**	**0**
NJP01150200	**0**	**0**
NJP01150101	**0**	**0**
3. Public Housing Dwelling Rental Income	**946,650**	**P.H. rations-Safety/Secur**
Excess Utilities + Rental Income (61,440 + 12,000)	**73,440**	**P.H. Operations**
Other-Sales/Service + Interest Investment	**11,900**	**P.H. Supportive Services**
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	**5,959,280**	

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: **30 days of available unit**
Other: (describe)

1. During annual updates

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)

1. Credit checks and debts owed to other PHA's

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)

NOTE: AMSties Business Intelligence – conducts investigation

(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)

1. Waiting lists specifically for units designed for people with disabilities.
2. People with disabilities are placed on both lists (community wide and for special units).

b. Where may interested persons apply for admission to public housing?
PHA main administrative office
PHA development site management office
Other (list below)

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

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

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:

(4) Admissions Preferences

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)

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

1. **Resident – Separated/Divorced**

Other: (list below)

1. **Court decision**
2. **Domestic abuse**

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

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

Former Federal preferences:

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

Other preferences: (select below)

Working families and those unable to work because of age or disability
Veterans and veterans' families
Residents who live and/or work in the jurisdiction

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

1. **Witness Protection**
2. **Court ordered**
3. **Families working, going to school, promise of work or training program in Lodi.**

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

programs

Victims of reprisals or hate crimes

Other preference(s) (list below)

1. **Witness Protection**
2. **Court Ordered**

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)

1. **Tenant Handbook**
2. **Resident Selection Policy**
3. **Rules to Renters**
4. **Truth in Renting**

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)

1. **At request of PHA if HUD changes regulations**

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)
   Criminal or drug-related activity only to the extent required by law or regulation
   Criminal and drug-related activity, more extensively than required by law or regulation

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

   1. **Credit Check**
   2. **Debt to other agencies, prior rent history**

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)

   1. **Name of Tenant**
   2. **Present 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:

1. **Medical**
2. **Difficulty in finding unit**
3. **Death or unexpected event beyond the control of applicant**

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences
Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

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

1. **Court ordered**
2. **Witness Relocation Program**

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

Other preference(s) (list below)

1. **Witness Protection**
2. **Court Ordered**

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 – N/A - HIGH PERFORMER

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**:**

1. **Loss of employment without visible means of income**
2. **Financial difficulty stemming from illness, etc. All cases will be judged on its own merits.**

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

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

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

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

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

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

For household heads
For other family members
For transportation expenses
For the non-reimbursed medical expenses of non-disabled or non-elderly families
Other (describe below)

e. Ceiling rents – Choice rents – Flat 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 **– Note: Ceiling rents have been phased out, now called Flat rents.**
   No

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

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

   1. Flat rents in accordance with The Reform Act

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

   Market comparability study
   Fair market rents (FMR)

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

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
Never
At family option
Any time the family experiences an income increase
Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)**$60 up/down increase per week**
Other (list below)

1. Loss of employment

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?

NOTE: Still in process of evaluating

(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)

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

1. Based on evaluating scoring of unit and circumstances

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

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

1. Based on evaluation of unit and circumstances

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

Annually
Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management – N/A - HIGH PERFORMER

[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 – N/A - HIGH PERFORMER

Describe the PHA's management structure and organization.
(select one)

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

B. HUD Programs Under PHA Management – N/A - HIGH PERFORMER

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8		

Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies – N/A - HIGH PERFORMER

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

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

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures – N/A - HIGH PERFORMER

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

   If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
   PHA main administrative office
   PHA development management offices
   Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based

assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]
Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment: **CFP Grant #NJ39P01150102 FY2002. Also attached are the Annual Statement/Performance and Evaluation reports for Disaster Funding CFP #NJ39P01150100 and FY 2001 CFP #NJ39P01150200.**

-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: **CFP Five-Year Action Plan**

-or-

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

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund) – N/A - HIGH PERFORMER

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 – N/A - HIGH PERFORMER

[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 – N/A - HIGH PERFORMER

[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 – N/A – HIGH PERFORMER

[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 ATTACHMENT: VOLUNTARY CONVERSION REQUIRED INITIAL ASSESSMENT

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

11. Homeownership Programs Administered by the PHA – N/A - HIGH PERFORMER

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: 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 – N/A - HIGH PERFORMER

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

PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12.PHA Community Service and Self-sufficiency Programs – N/A –

[24 CFR Part 903.7 9 (l)] **HIGH PERFORMER**

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

Client referrals
Information sharing regarding mutual clients (for rent determinations and otherwise)
Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
Jointly administer programs

Partner to administer a HUD Welfare-to-Work voucher program
Joint administration of other demonstration program
Other (describe)

B. Services and programs offered to residents and participants

(1) General

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

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

b. Economic and Social self-sufficiency programs

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

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)

(2) Family Self Sufficiency program/s – N/A - HIGH PERFORMER

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 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

In process of being reviewed/revised by HUD – Applies to Hope VI housing developments.

13. PHA Safety and Crime Prevention Measures – N/A - HIGH PERFORMER

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

1. List the crime prevention activities the PHA has undertaken or plans to undertake:

(select all that apply)

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
Yes No: Has the PHA included the PHDEP Plan for FY 2000 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)]

LODI HOUSING AUTHORITY
PET POLICY
(Family Development/De Vries Park)

PREAMBLE: The Quality Housing and Work Responsibility Act of 1998 (QHWRA) referred to as "The Reform Act" added a new Section 31 to the United States Housing Act of 1937.

Section 31 enacts Pet Ownership requirements for Public Housing residents other than Public Housing developments for the elderly or persons with disabilities. As a result, 24 CFR Part 960 has been amended by adding a new Subpart G, to distinguish from Pet Ownership in developments housing the elderly and persons with disabilities which is covered in Subpart C of 24 CFR Part 5.

In the interest of Community Relations, this Pet Policy is developed to act as a Policy and Administrative Guide. The Policy is designed to meet the needs of Management, Maintenance, Non-Pet Owning Residents and Pet Owning Residents.

NOTE: NOTHING IN THIS POLICY SHALL IMPAIR THE RIGHTS OF A HANDICAPPED PERSON TO OWN, HARBOR OR CARE FOR A DOMESTICATED ANIMAL, INCLUDING GUIDE DOGS AND SERVICE DOGS, IN ACCORDANCE WITH THE "LAW AGAINST DISCRIMINATION", P.L. 1945, c.169 (C.10:5-1 et seq.).

OWNERSHIP CONDITIONS:

An applicant/resident of a dwelling unit of the Lodi Housing Authority may own one (1) common household pet, subject to the following reasonable requirements; if the applicant/resident maintains the pet:

1. Responsibly;
2. In accordance with applicable State and Local public health, animal control, and animal anti-cruelty laws and regulations; and
3. In accordance with the policies established in the LHA Annual PHA Plan the agency as provided in Part 903 of said chapter; and
4. Lodi Housing Authority Pet Policy Rules and Regulations;
5. Resident – Head of Household in good standing (or anyone in household) shall not have any outstanding balances owed, eviction proceedings, or notice to cease pending.

1. ***DEFINITION OF PETS***

Pets are defined as: Domesticated animal, such as a dog, cat, bird, or fish, that is traditionally kept in the home for pleasure rather than commercial purposes. Reptiles are

excluded from the definition which does not constitute a health or safety hazard.

2. ***DOMESTICATED ANIMAL LIMITATIONS***

- Domesticated dogs not exceeding 20 pounds in weight and meeting other requirements of this policy.
- Domesticated cats not exceeding 13 pounds in weight and meeting other requirements of this policy.
- Fish in approved tank not exceeding 20 gallons of water.
- Domesticated caged small birds in approved cage.

NOTE: NOTHING IN THIS POLICY SHALL IMPAIR THE RIGHT OF A HANDI-CAPPED PERSON TO OWN, HARBOR OR CARE FOR A DOMESTICATED ANIMAL, INCLUDING GUIDE DOGS AND SERVICE DOGS, IN ACCORD-ANCE WITH THE "LAW AGAINST DISCRIMINATION", P.L. 1945, c.169 (C.10:5-1 et seq.).

3. ***PET REGISTRATION***

Residents in the Family development (De Vries Park) must apply for a Pet Permit (with the LHA) and must first register the pet before it is brought onto the project premises. Pets must be registered with the LHA as well as with the Borough of Lodi annually.

The LHA may coordinate the annual update of the Pet registration with the annual re-certification/reexamination of income, if applicable.

The following information must be provided at time of registration:

- A Certificate signed by a licensed Veterinarian or a State or Local Authority empowered to inoculate animals (or designated agent of such an authority) stating that the pet has received all inoculations required by applicable State and Local Law.
- Information sufficient to identify the pet.
- Documentation should be provided to demonstrate that the pet has been licensed or that steps have been taken to obtain a license in accordance with applicable State and Local Laws and Regulations (applies to dogs and cats).
- The name, address, and phone number of one or more responsible parties who will care for the pet, if the pet owner passes away, is incapacitated, or is otherwise unable to care for the pet.
- At the time of Pet Registration, applicant/resident shall agree to sign "Pet Emergency Care Plan" certification and is required to obtain the signatures of the responsible parties named in paragraph 4 of this section who will care for

the pet. Certification must be *Notarized.*

4. PET PERMIT

Prior to bringing the pet onto Lodi Housing Authority premises, applicant/ resident must file an application for a Pet Permit with the Lodi Housing Authority Administration Office. A Pet Permit will be issued after all initial conditions of this Policy have been met.

5. ***CONDITIONS FOR ISSUANCE OF PET PERMIT***

- Resident/Applicant must have complied with all requirements as prescribed under Item (3) of this Policy.
- Applicant/Resident at this time should have obtained the necessary Pet License in accordance with applicable State and Local Laws and Regulations (applies to dogs and cats). Copy of said license must be submitted to the Lodi Housing Authority.
- Applicant/Resident shall provide the Lodi Housing Authority with a signed and notarized "Pet Emergency Care Plan" as described under Item 3., paragraph (5).
- Applicant/Resident must certify and agree to the general terms and conditions of the Lodi Housing Authority of said pet and acknowledge that the Pet Permit can be revoked for failure to follow Pet Management Rules and Agreement.
- **PRIOR TO ISSUANCE OF PET PERMIT**, applicant/resident must post a refundable Pet **Security Deposit of $150.00**, and shall be in addition to the amount authorized pursuant to Section 4 of P.L.1971, C.223 (C.46:8-21.2). The Pet Security Deposit shall be subject to all the pertinent provisions of P.L.1967, C.265 (C.46:8-19 et. Seq.), governing rental security deposits. Gradual accumulation of the deposit by the pet owner will be allowed. Initial payment of not less than $50.00 when the pet is brought onto the premises, and subsequent monthly payments plan to be made, payment plan not to exceed four (4) months.
- The refundable pet deposit is in addition to any financial obligation generally imposed on residents of the project. The project owner may use the pet deposit only to pay reasonable expenses directly attributable to the presence of the pet in the project, including (but not limited to) the cost of repairs and replacements to, and fumigation of, the resident's dwelling unit, and the cost of animal care facilities under 24CFR 243.45. The owner (LHA) shall refund the unused portion of the Pet Deposit to the resident within a reasonable time after the resident moves from the project or no longer owns or keeps a dog or cat in the dwelling unit.
- Resident – Head of Household in good standing (or anyone in household) shall not have any outstanding balances owed, eviction proceedings, or notice

to cease pending.

- Applicant/Resident applying for Pet Permit in accordance with New Jersey Dangerous Animal Law 1999, can not be under the age of 20 years; or is disqualified under any enactment from keeping an animal (whether or not it is a dangerous wild animal).
- Head or Co-Head of Household shall be held accountable for Pet Ownership.
- Additionally, **there is $100.00 <u>non-refundable</u> Pet Fee**. Initial payment of $50.00, balance of payment, not to exceed two (2) months. Specifically, the non-refundable fee is for general costs to the development associated with Pet Ownership, and the refundable deposit is for costs attributable to pets that are not otherwise covered.
- Prior to issuance of Pet Permit, applicant/resident agrees to sign a statement that he/she must have <u>pet spayed or neutered</u>, and a copy of the certification of said procedure will be provided to the LHA.
- Prior to issuance of Pet Permit, applicant/resident agrees pet will be on a leash (cat or dog) when outside the dwelling unit. The dog will have to have a muzzle [regardless of age] or similar restraint when walked outside of unit.
- Prior to issuance of Pet Permit, applicant/resident agrees to sign a statement that applicant/resident has read and understands the Pet Policy and agrees to amend the Lease accordingly.
- Applicant/Resident must file as part of the application process, a "Pet Emergency Care Plan" in case applicant/resident is unable to care for said pet in an emergency and which will empower the program administrator to transfer pet care responsibility to an approved friend or relative of the applicant/resident off the premises of the Lodi Housing Authority as set forth in the "Pet Emergency Care Plan".

6. ***<u>PET MANAGEMENT PLAN</u>***

a. Limit, one Pet Permit per applicant/resident.
b. Limit, one domesticated animal per Pet Permit.
c. Pets to be confined to apartment unless on a leash, including cats.
d. Pets shall not wander without restraint (leash), (including cats) nor without muzzle in common areas of the building or on the grounds.
e. All pets must be fed and watered inside the dwelling units; pet food or water may not be left outside the dwelling unit at any time.
f. Pets must be kept on a leash and under resident's supervision when outside the dwelling unit. Lodi Housing Authority or Housing Authority's representative shall have the right to pick up unleashed pets and/or report them to the proper authorities. Lodi Housing Authority may impose reasonable charges for picking up and/or keeping unleashed pets, in the amount of $50.00 (per occurrence).
g. Dogs and cats must be housebroken. All other pets must be caged at all times.
h. Pets are allowed to relieve themselves **only at the designated "Pet Relief"**

areas. Residents are to pick up after their pet and dispose of waste in their outside garbage cans. Said garbage cans/bins must be cleaned and deodorized on a weekly basis. Residents shall not permit their pet to defecate anywhere on Lodi Housing Authority property, including dwelling units, walkways, stairs, stairwells, parking lots, grassy areas or other places; and residents must take their pet off Lodi Housing Authority property for that purpose. If defecation/urination is permitted inside the dwelling unit it shall be done in litter boxes with "kitty litter" type mix. If pet defecation occurs anywhere on Lodi Housing Authority property (including fenced yards for residents' exclusive use), residents shall be responsible for the immediate removal of waste and repair of damage. Notwithstanding any provision herein, residents shall comply with Local Ordinances.

i. There will be a $50.00 charge per pet waste pick-up. If this becomes a habitual situation, resident will be called in for a hearing, at which time resident will be given reasonable time to remove pet from premises or eviction proceedings will be instituted.

j. The Lodi Housing Authority **strongly recommends** that applicants/residents wishing to have pets **obtain liability insurance.**

k. Pets are required to wear identification (name tags/telephone number/name of owner) at all times, including cats.

l. Pets cannot be leashed or tied up outside of apartment to tree, railings, etc. at any time.

m. Pet must be confined to an area in the dwelling unit when Maintenance, Administrative Personnel or Contractors need access to unit.

n. Pet MUST be removed from premises during monthly extermination of dwelling unit, until application of pest control chemicals is thoroughly dried, approximately 3 to 5 hours.

7. RESIDENT/APPLICANT ACKNOWLEDGES RESPONSIBILITY FOR THE CLEANLINESS OF PET AND REMOVAL OF PET WASTE FROM BUILDING DAILY BY:

a. Placing cat litter waste into bags and trash containers.

b. Placing dog feces into sealed plastic bag and put in trash containers.

c. Placing dog on leash and taking dog to established "Pet Relief Area". If a specific area has not been designated for pet defecation/urination, residents shall not permit their pet to defecate/urinate anywhere on Lodi Housing Authority property; including dwelling units, patio areas, walkways, stairs, stairwells, parking lots, grassy areas or other places, and residents must take their pet off Lodi Housing Authority property for that purpose.

d. If a "Pet Relief Area" has not been designated, dog shall be curbed and all feces deposited by such dog immediately removed, placed in plastic bag, sealed, and put in outside dumpsters. If defecation/urination is permitted inside the dwelling unit, it shall be done in litter boxes with "kitty litter" type

mix. If pet defecation/urination occur anywhere on Lodi Housing Authority property (including fenced yards for resident's exclusive use), residents shall be responsible for the immediate removal of waste and repair of damage, notwithstanding any provision herein, residents shall comply with Local Ordinances regarding pet defecation.

NOTE: Residents are not to store pet waste in their apartment or flush pet waste with "kitty litter" down the toilet, sinks, or bathtubs.

d. Apartment must be clean and free of pet odors at all times.
e. Resident agrees to manage pet in such a way that it does not contribute to complaints from other residents regarding behavior and activities of said pet.
f. Pets **must not be left** unattended for a period longer than **seven (7) hours** (time varies for puppy or kitten), on any one occasion.

8. PET RESTRAINT

All cats and dogs should be appropriately and effectively restrained and under the control of a responsible individual while on the common areas of the project.

9. SANITARY STANDARDS (PET WASTE)

Resident shall control pet to insure that pet uses only the designated area or litter box for urination or defecation. Refer to Section 7 of this policy for disposal of pet waste. ***PET WASTE REMOVAL CHARGE:*** A fifty dollar ($50.00) Pet Waste Removal charge per each occurrence will be imposed on pet owner that fails to remove pet waste in accordance with the prescribed pet rules.

10. INSPECTION OF UNIT

Residents agree as a condition of accepting the Pet Permit, that resident's apartment will be available for inspection of compliance of Pet Policy within 48 hours after receiving written notice. ***EMERGENCIES:*** The Lodi Housing Authority or designee has the authority to enter premises without notice and inspect unit if Lodi Housing Authority has received complaint of continuous pet nuisance, i.e., excessive dog barking, cat scratching or meowing, or Housing Authority has knowledge that pet has been left alone for a period longer than seven (7) hours and situation is endangering the health of the pet, or if pet is nuisance or threat to the health or safety of the occupants of the project or other person in the community where the project is located.

If there is no State or Local authority (or designated agent of such an authority) authorized under applicable State or Local Law to remove a pet that becomes vicious, displays symptoms of severe illness, or demonstrates other behavior that constitutes an immediate threat to the health or safety of the tenancy as a whole, the Housing Authority may enter the premises (if necessary) to remove the pet and place it in a facility which will provide care and shelter for a period not to exceed thirty (30) days.

The Dwelling Lease permits the Lodi Housing Authority to enter the premises and remove the pet or take such other permissible action only if the Lodi Housing Authority

requests the pet owner to remove the pet from the project immediately, and the pet owner refuses to do so, or if the Lodi Housing Authority is unable to contact the pet owner to make a removal request. The cost of the animal care facility is the responsibility of the pet owner or a representative of the pet owner.

11. ***PETS TEMPORARILY ON THE PREMISES***

The **ONLY** temporary pets allowed on premises are those animals that assist, support, or provide service to persons with disabilities.
No Visiting Pets belonging to resident's friends, relatives, etc. **are allowed** unless they fall within the above paragraph criteria.

12. DAMAGES

Damages caused by pet as determined by inspection shall be repaired/replaced by the Lodi Housing Authority at full repair/replacement cost at time of discovery of damage(s). Resident will be billed and notified of full repair cost(s) at time of repair, repair cost(s) will be deducted from pet deposit. However, if cost of damage(s) exceed amount of pet deposit ($150.00), resident is responsible for difference.

13. PET RULE VIOLATION PROCEDURES

a. Notice of Pet Rule Violation: If the Lodi Housing Authority determines on the basis of objective facts, supported by written statements, that a pet owner has violated a rule governing the owning or keeping of pets; the Lodi Housing Authority shall serve a written notice of pet rule violation on the pet owner in accordance with 24 CFR 243.22 (f) (i.) or (ii.).

b. The Notice of Pet Rule Violation must:

- Contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated;
- State that the pet owner has ten (10) days from the effective date of service of the notice to correct the violation (including, in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation;
- State that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and
- State that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

c. ***Pet Rule Violation Meeting:*** If the pet owner makes a timely request for a meeting to discuss an alleged pet rule violation, the Lodi Housing Authority shall establish a mutually agreeable time and place for the meeting, but no later than fifteen (15) days from the effective date of service of the notice of pet rule violation (unless the Lodi Housing Authority agrees to a later date). At the pet rule violation meeting, the pet owner and the Housing Authority shall discuss any alleged pet rule violation and attempt to correct it. The Housing Authority

may, as a result of the meeting, give the pet owner additional time to correct the violation.

If the pet owner and the L.H.A. are unable to resolve the pet rule violation at the pet rule violation meeting, or if the L.H.A. determines that the pet owner has failed to correct the pet rule violation within any additional time provided for this purpose under paragraph one of this Section, the L.H.A. may serve a written notice on the pet owner in accordance with 24 CFR 243.22 (f) (1) (i.) or (ii.) (or at the meeting, if appropriate), requiring the pet owner to remove the pet.

The Notice Must:

- Contain a brief statement of the factual basis for the determination and the pet rule or rules that have been violated;
- State that the pet owner must remove the pet within ten (10) days of the effective date of service of the notice of pet removal (or the meeting, if notice is served at the meeting); and
- State that failure to remove the pet may result in initiation of procedures to terminate the pet owner's tenancy.

d. ***Initiation of Procedures to Remove a Pet or Terminate the Pet Owner's Tenancy:***

1) The Lodi Housing Authority may not initiate procedures to terminate a pet owner's tenancy based on a pet rule violation, unless;
   - the pet owner has failed to remove the pet or correct a pet rule violation within the applicable time period specified in this Section (including any additional time permitted by the L.H.A.), and;
   - the pet rule violation is sufficient to begin procedures to terminate the pet owner's tenancy under the terms of the Lease and applicable regulations.
   - Prior to issuance of Pet Permit, applicant/resident agrees to sign a statement that he/she <u>must</u> have pet <u>spayed or neutered</u>, [prior to or between the age of 6 to 9 months] and a copy of the certification of said procedure will be provided to the LHA.
2) The Lodi Housing Authority may initiate procedures to remove pet under 24 CFR 243.40 at any time, in accordance with the provisions of applicable State or Local Law.

14. ***<u>SERVICE OF NOTICE (as per 24 CFR 243.22 (f) (i.) or (ii.)</u>***

The Lodi Housing Authority must serve the notice required under this Section by:

- sending a letter by first class mail, properly stamped and addressed to the resident at the dwelling unit, with a proper return address; or

- serving a copy of the notice on any adult answering the door at the resident's leased dwelling unit; or
- for service of notice to resident's of a high-rise building, posting the notice in at least three (3) conspicuous places within the building and maintaining the posted notices intact and in legible form for thirty (30) days. For purposes of this paragraph, a high-rise building is a structure that is equipped with an elevator and has a common lobby.

For purposes of computing time periods following service of the notice, service is effective on the day that all notices are delivered or mailed, or in the case of service by posting, on the day that all notices are initially posted.

15. PROTECTION OF THE PET

If the health or safety of a pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet, the Lodi Housing Authority may contact the responsible party or parties listed in the pet registration required under 24CFR 243.20(b) (4) (III). If the responsible party or parties are unwilling or unable to care for the pet, or the project owner, despite reasonable efforts, has been unable to contact the responsible party or parties, the Lodi Housing Authority may contact the appropriate State or Local Authority (or designated agent of such an authority) and request the removal of the pet. If there is no State or Local Authority (or designated agent of such an authority) authorized to remove a pet under these circumstances and the Lodi Housing Authority has placed a provision in the Lease Agreement (as described in 24CFR 243.30(c.) (2)), the Lodi Housing Authority may enter the pet owner's unit, remove the pet, and place the pet in a facility that will provide care and shelter until the pet owner or representative of the pet owner is able to assume responsibility for the pet, but not longer than thirty (30) days. The cost of the animal care facility provided under this section shall be borne by the pet owner. If the pet owner (or the pet owner's estate) is unable or unwilling to pay, the cost of the animal care facility may be paid from the pet deposit, if imposed under the pet rules.

16. ***REVOCATION OF PET PERMIT/LEASE***

Under the following circumstances, Lodi Housing Authority may refuse to renew a resident's Lease for a dwelling unit in a family development housing project or may revoke pet permit and require that a resident remove, by sale, donation, gift, or otherwise, a domesticated animal from the dwelling unit.

a. When the existence of a domesticated animal or the resident's refusal to comply with the rules and regulations governing domesticated animals constitutes a violation
of Federal, State or Local building, health or use codes;
b. When the resident fails to properly care for the domesticated animal;
c. When the resident fails to properly control the domesticated animal by using a

leash, if appropriate, or other necessary safety devices when walking or taking the domesticated animal to or from his dwelling unit or while on the land appurtenant thereto, or fails to take prompt action to remove any animal waste when requested by the Lodi Housing Authority; or

d. When the resident fails to confine the domesticated animal's body waste functions to areas that do not interfere with the ingress and egress of any person to or from the family development housing project, or with the use of common areas in and about the family development housing project by the other residents thereof and their invitees;
e. Upon death of pet;
f. Upon permanent removal of pet from the project;
g. Pet has caused extensive damage to apartment, common areas, personal or persons;
h. Pet is nuisance or threat to health or safety of other occupants of the project or of other persons in the community where the project is located;
i. Upon expiration of municipal animal license, unless copy of renewed license is provided to Lodi Housing Authority;
j. Upon expiration of inoculation, unless current inoculation status is re-certified.

17. ***REJECTION OF UNITS BY APPLICANTS FOR TENANCY***

a. An applicant for tenancy in a project may reject a unit offered by the Lodi Housing Authority if the unit is in close proximity to a dwelling unit in which an existing resident of the projects owns or keeps a common household pet. An applicant's rejection of a unit under this section shall not adversely affect his or her application for tenancy in the project, including (but not limited to) his or her position on the project waiting list or qualification for any resident selection preference.

b. Nothing in this part imposes a duty on the Lodi Housing Authority to provide alternate dwelling units to existing or prospective residents because of the proximity of common household pets to a particular unit or the presence of such pets in the project.

18. PROHIBITION OF ANIMALS BY WEIGHT [OVER 20 LBS.] AND TYPES OF ANIMALS CLASSIFIED AS DANGEROUS

The classification of the following animals as dangerous are consistent with applicable State and Local laws. The following list includes, but is not limited to:

- Wild dogs
- Wolves
- Domesticated Hybrid animals of which one or both parents are mammals that are dangerous
- wild animals

- Venomous snakes
- Snakes
- Pit Bulls (including Staffordshire bull terriers and American Pit Bull terriers)
- Doberman Pinscher
- Rottweiler
- or as determined to be dangerous by the Housing Authority.

19. ***AMENDMENT OF PET RULES***

The Lodi Housing Authority may amend the Pet Rules at any time by following the procedures for the development of Pet Rules specified in 24CFR 243.22 paragraphs (b) through (d).

PET POLICY DEFINITIONS

1. **Q.H.W.R.A. 1998** – Quality Housing Work and Responsibility Act.

2. **Allowable Household Pets [under 20 lbs.] -** Would mean a domesticated animal, such as a dog, cat, bird and/or fish; other than classified as a dangerous, consistent with applicable State and Local laws, or as determined to be dangerous by the Housing Authority.

   NOTE: This definition does not apply to animals that assist, support, or provide services to persons with disabilities.

3. **Responsible Pet Ownership** – Refers to resident that maintains pet:
   - Responsibility;
   - In accordance with applicable State and Local public health, animal control, and animal anti-cruelty laws and regulations; and
   - In accordance with the policies established in the PHA's Annual Plan for the Agency as provided in Part 903 of said chapter; and
   - As promulgated by this Policy; and
   - Resident – Head of Household in good standing (or anyone in household) shall not have any outstanding balances owed, eviction proceedings, or notice to cease pending.

4. **Vicious or Dangerous Dog/Cat** – is defined to be any dog/cat which has attacked or bitten any person, another dog or cat, or domestic animal without cause or provocation.

5. **Pet Deposits** – are refundable fees and shall be subject to all pertinent provisions of P.L. 1967, C.265 (C.46:8-19 et seq.), governing rental security deposits. Pet

deposits are to be used for additional costs not otherwise covered by reasonable operating costs to the project relating to the presence of pets.

6. **Non-Refundable Pet Fee** – The Statute indicates that the purpose of the non-refundable fee is to cover reasonable operating costs to the project relating to the presence of pets.

7. **Nominal Fee** – would be a minimal non-refundable fee.

8. **Restraint** – a dog must wear a leash and muzzle [regardless of age] when outside the dwelling unit; cat must be on a leash.

9. **Continuous Nuisance (barking dog/meowing cat)** – a continuous barking dog or meowing cat directly disturbing the peace of other residents would be considered a continuous nuisance. It is the owners (residents) responsibility to exercise control of such dog/cat.

HOUSING AUTHORITY
OF THE BOROUGH OF LODI

PET PERMIT APPLICATION

DATE: _____

RESIDENT NAME: _____

COMPLEX: _____ APT. # _____

TYPE OF PET: DOG ___ CAT ___ BIRD ___ FISH ___

DATE PET IS EXPECTED TO BE BROUGHT INTO THE APARTMENT: _____

PET HAS BEEN IN APARTMENT SINCE: _____

PET SECURITY DEPOSIT IS REQUIRED AS FOLLOWS:

DOGS AND CATS ~ ~ $150.00 - - NON-REFUNDABLE FEE ~$100.00

BIRDS ~ ~ N/A

FISH ~ ~ N/A

BIRD CAGES ARE NOT PERMITTED TO BE ATTACHED TO CEILINGS.

FISH IN APPROVED TANK NOT EXCEEDING 20 GALLONS OF WATER.

_____
(Resident)

(DO NOT WRITE BELOW THIS LINE)

DATE APPLICATION RECEIVED: _____ BY: _____
POLICY EXPLAINED TO RESIDENT BY:

_____

AMOUNT OF PET SECURITY DEPOSIT: _____

TYPE OF PET: _____SIZE: _____

APARTMENT INSPECTED FOR HOUSEKEEPING: YES ___ NO ___

APPROVED BY: _____REJECTED BY: _____

REASON:

_____

_____

_____

DATE PERMIT ISSUED: _____ PERMIT #: _____

PICTURE OF PET (Optional)

PET PERMIT #: _____

COMPLEX NAME: _____

1. For a Pet Deposit of $_____ (initial payment not less than $50.00), the Housing Authority of the Borough of Lodi permits (Resident) _____ _____ to keep, harbor and maintain the following pet and none others without the written consent of the Housing Authority:

Pet Name: _____ Breed/Type: _____
Color & Description: _____
Spayed/Neutered (Mandatory): _____

Certificate of Municipal Registration No.: _____
Date of Expiration: _____

Certificate of Inoculation for Rabies & Distemper No.: _____
Date of Expiration: _____

2. Non-Refundable fee $100.00 [dogs/cats]. Initial Payment: $_____ (not less than $50.00).

3. The Resident agrees to keep the pet inside the dwelling unit or in outside area assigned to Resident. In any other areas, pet must be on a leash accompanied by a responsible person (inclusive of cats), dogs must wear muzzle. The pet will be kept out of common areas, laundry rooms,

other facilities, and common areas not assigned to the Resident. Cats may use a sanitary sand box in the dwelling unit. Pet waste outside must be removed immediately and disposed of according to Section 7 of the Pet Policy. Dogs and cats must be licensed. No pet may be over 14" tall at the shoulder or weigh over 20 pounds when fully grown.

4. Resident agrees to supervise and care for pet in order to prevent the pet from damaging property, creating unsanitary conditions, or constituting a health hazard.

5. Resident agrees to report immediately any damage caused by the pet and to pay reasonable charges for repair to the premises, buildings, facilities, and common areas caused by pet. Repair cost(s) will be deducted from pet deposit. If cost of damage(s) exceed amount of pet deposit, Resident is responsible for difference.

6. Resident agrees to comply with all requirements of Pet Policy.

PET EMERGENCY CARE PLAN

The following person(s) will care for the pet in the absence of the Resident.

Name: _____
Address: _____
_____
Telephone No.: _____
Relationship to Resident: _____

Name: _____
Address: _____
_____
Telephone No.: _____
Relationship to Resident: _____

7. The name, address and telephone number of the Veterinarian caring for pet.

Name: _____
Address: _____
_____
Telephone No.: _____

8. Resident agrees not to leave pet unattended for a period longer than seven (7) hours (time varies for puppy/kitten), on any one occasion. In the event the pet is left unattended for more than seven (7) hours, and the situation is endangering the health of the pet, or if the pet is a nuisance or threat to the health or safety of the occupants of the complex or other person in the community where the complex is located, the Lodi Housing Authority or designee has the authority to enter the premises (if necessary) without notice to remove the pet and place it in a facility which will provide care and shelter for a period not to exceed 30 days, after attempt has been made to contact person(s) named in "Pet Emergency Care Plan" of this Permit.

9. Landlord (LHA) shall refund the unused portion of the Pet Deposit to the Resident within a reasonable time after the Resident moves from the complex or no longer owns or keeps pet in the dwelling unit.

10. This Pet Permit may be revoked after a Hearing in the event the Resident fails to comply with the conditions of this Permit/Pet Policy.

Permit may also be revoked for permitting pet to run loose to disturb other Residents, including; but not limited to, loud and excessive barking, biting, unrestrained. Pet Permit may also be revoked if pet causes damage to unit. Upon revocation of this Permit, the Resident must permanently remove the pet from the premises within ten (10) days from the Date of the Notice.

11. All applicable provisions of the Lease, Pet Policy and Pet Agreement apply to this Permit.

THE HOUSING AUTHORITY OF THE BOROUGH OF LODI	**RESIDENT HAS READ AND UNDERSTANDS ALL OF THE ABOVE REQUIREMENTS**
_____	_____
(Name of Representative)	**(Signature of Resident)**
_____	_____
Date	**(Signature of Resident/Spouse)**
	_____
	Address of Resident

_____
Date

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 – N/A - HIGH PERFORMER

[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 – N/A - HIGH PERFORMER

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

3. In what manner did the PHA address those comments? (select all that apply)
   Considered comments, but determined that no changes to the PHA Plan were necessary.
   The PHA changed portions of the PHA Plan in response to comments
   List changes below:
   Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to

question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: **Bergen County**

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

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
Other: (list below)

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

   1. **To expand supply of affordable housing – leveraging private/other funds.**
   2. **To acquire or build units or developments.**
   3. **Increase assisted housing choices.**
   4. **Assist in improving community quality of life and economic vitality.**
   5. **Promote self-sufficiency.**
   6. **Ensure equal access to assisted housing and provide a suitable living environment.**

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.

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report **Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP**		
PHA Name: **Housing Authority of the Borough of Lodi**	**Grant Type and Number** Capital Fund Program Grant No: **NJ39P01150100** Replacement Housing Factor Grant No:	**DISASTE** **04/0**
Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:) **Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report**		

Line No.	Summary by Development Account	Total Estimated Cost		
		Original	**Revised**	
1	Total non-CFP Funds			
2	1406 Operations			
3	1408 Management Improvements			
4	1410 Administration	$135,000.		
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	$250,000.		
8	1440 Site Acquisition			
9	1450 Site Improvement	$712,000.		
10	1460 Dwelling Structures	$1,825,900.		
11	1465.1 Dwelling Equipment—Nonexpendable	$53,000.		
12	1470 Nondwelling Structures	$104,900.		
13	1475 Nondwelling Equipment	$32,000.		
14	1485 Demolition	$290,000.		
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs	$40,000.		
18	1499 Development Activities			
19	1501 Collaterization or Debt Service			
20	1502 Contingency			
		Original	**Revised**	**Oblig**
21	Amount of Annual Grant: (sum of lines 2-20)	$3,442,800.		
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
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP
Part II: Supporting Pages

PHA Name: **Housing Authority of the Borough of Lodi**		**Grant Type and Number** Capital Fund Program Grant No: **NJ39P01150100** Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised
NJ-011-001-2-3	Total Non CGF Funds – Operating Ffunds used toward disaster damages caused by Hurricane Floyd. Note – 1997-99 CGF Funds have been reprogrammed due to Federal Disaster (Hurricane Floyd) in the approximate amount of $235,000.	#1		0	
NJ-011-001-2-3	Administration – To cover costs incurred as a result of Hurricane Floyd for additional security, administrative O.T., maintenance O.T., etc.	1410		$135,000.	
NJ-011-001-2-3	Fees Cost: A. Cost for structural engineer to assess damages created by Hurricane Floyd B. A/E Services needed to develop plans/specs as determined by Engineer's Survey C. Legal Fees	1430		$250,000.	
NJ-011-001-2-3	**SITE IMPROVEMENTS:** Replace/Repair flood affected areas as follows: 1. Retaining Wall/Guardrail-Replace/ Repair 2. Soil Erosion 3. Patios-Replace/Repair 4. Exterior Sitting Areas 5. Parking Lots-Repair/Replace/Re-seal/ Re-Line 6. Fencing-Replace 7. Sidewalks/Curbs-Replace 8. Crawlspace Hatches-Replace 9. Exterior Ground Lights-Replace	1450		$712,000.	

	10. Trees, Shrubs, Bushes, Dividers, Etc. (all destroyed landscaping)-Remove & Replace 11. Snake Out/Flush Out all underground drainage 12. Drywell/Catch Basins/Parking Lots-Repair/Replace				
NJ-011-001-2-3	**Dwelling Structures:** Replace/Repair flood affected areas as follows: 1. Basement Doors/Locks/Deadbolts/ Hardware/Jambs-Replace 2. All Basement Windows-Replace 3. Both Sewer Rector Pumps-Replace 4. All Basement Sump Pumps & Collapsed Pits-Replace 5. Insulate/Re-Support/Repair Breaks on all Heating Pipes 6. All Heating Zone Valves-Replace 7. All TV Sending units 6-Replace 8. Entrance/Basement Steps & Platforms-Remove & Replace 9. Call-to-Aid (above grade similar to exterior electrical panels)-Replace & Relocate 10. Sewer Ejector Panels (above grade)-Replace & Relocate 11. Re-insulate all Basement Ceilings & re-sheetrock/spackle/paint 12. All Railings/Support Posts on Entrance Platforms/Basements-Remove & Replace	1460		$1,825,900.	
NJ-011-001-2-3 (cont'd)	**Dwelling Structures (cont'd):** 13. All Gutters/Gutter Guards-Remove/ Replace 14. All Smoke Alarms in all Basements-Remove/ Replace 15. Rewire all Sump Pumps 16. Structural Foundation Cracks **Total Kitchen Renovation:** 1. Cabinets-Remove/Replace 2. Refrigerators/Ranges-Replace 3. Flooring-Remove/Replace 4. Sheetrock-Remove/Replace 5. Baseboard-Remove/Replace **Total Living Room Renovation:**	1460 (cont'd)			

	1. Flooring-Remove/Replace 2. Walls-Remove/Replace Sheetrock 3. Doors-Remove/Replace 4. Baseboard-Remove/Replace 5. A/C Sleeve Units-Remove/Replace/ Relocate 6. Exterior Windows-Remove/Replace/ Re-Align/Re-Caulk				
NJ-011-001-2-3 (cont'd)	**<u>Total Bedroom Renovation</u>:** 1. Flooring-Remove/Replace 2. Walls-Remove/Replace Sheetrock 3. Doors-Remove/Replace 4. Basseboard-Remove/Replace 5. Exterior Windows-Remove/Re-align/ Replace **<u>Total Bathroom Renovation</u>:** 1. Tile Flooring-Remove/Replace 2. Tile Walls-Remove/Replace 3. Vanity-Remove/Replace 4. Fixtures-Replace 5. Door-Remove/Replace **<u>Hallway Renovation</u>:** 1. Flooring-Remove/Replace 2. Entrance Door-Remove/Replace 3. Electrical work per unit-Call-to-Aid/ Door Release/Intercom, Smoke Alarm, Basic Electric 4. Plumbing needed-water piping, heat piping, sewerage piping units	1460 (cont'd)			
NJ-011-001-2-3	**<u>DWELLING EQUIPMENT-NON EXPENDABLE</u>:** Repair/Replace Flood Damaged Equipment – Inventory (all stated items-Maintenance Supplies) 1. Cabinets 2. Windows/Screens 3. Doors 4. Electrical Supplies 5. Plumbing Supplies (sinks, faucets, etc.)	1465.1		$53,000.	
NJ-011-001-2-3	**<u>NON-DWELLING STRUCTURES</u>**: Repair/Replace Flood Damages to Senior Citizen Community Room/Building as follows:	1470		$104,900.	

	<u>Community Room Kitchen</u>: 1. Flooring-Remove/Replace 2. Cabinets-Remove/Replace 3. Appliances-Replace 4. Walls-Remove/Replace Sheetrock 5. Door **<u>Community Room Bathroom</u>:** 1. Flooring-Remove/Replace 2. Wall Tile-Remove/Replace 3. Fixtures 4. Vanity 5. Door **<u>Laundry Room</u>:** 1. Flooring-Remove/Replace 2. Walls-Remove/Replace 3. Counters-Remove/Replace				
NJ-011-001-2-3 (cont'd)	*NON-DWELLING STRUCTURES (cont'd)* **<u>Closet</u>:** 1. Flooring-Remove/Replace 2. Walls-Remove/Replace **<u>Recreation Room</u>:** 1. Flooring-Remove/Replace 2. Walls-Remove/Replace 3. Doors 4. Windows/Sills 5. Furniture-couches, tables, chairs, pool table 6. Central Air Conditioning 7. Paint/Wallpaper 8. Infestation	1470 (cont'd)			
NJ-011-001-2-3	**NON-DWELLING EQUIPMENT** Repair/Replace Flood Damaged/Lost Equipment 1. Lawn Mowers 2. Tractor Mower 3. Table Saw 4. Chipper 5. Snow Blower 6. Grass Catchers 7. Lumber 8. Garage Door/Interior Doors 9. Power Tools (saw, sanders, screw	1475		$32,000.	

	guns, etc.) 10. Miscellaneous??				
NJ-011-001-2-3	**DEMOLITION** – Engage the services of contracting firms to pump out all flood/sewer waters due to the disaster of Hurricane Floyd from apartments/base-ments/parking lots/grounds, etc. Remove/Replace flooring/doors/rugs/ electrical/plumbing, etc.	1485		$290,000.	
NJ-011-001-2-3	**TENANT RELOCATION COST** – Expenses incurred for relocation of displaced families. Includes but is not limited to food, clothing, etc.	1495.1		$40,000.	

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

PHA Name: **Housing Authority of the Borough of Lodi**	**Grant Type and Number** Capital Fund Program Grant No: **NJ39P01150100** Replacement Housing Factor Grant No:

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	
NJ-011-001-2-3	03/31/02 or before			12/31/02			

CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name: **Housing Authority of the Borough of Lodi**	**Grant Type and Number** Capital Fund Program Grant No: **NJ39P01150200** Replacement Housing Factor Grant No: **04/0**

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (Revision #1)
Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	**Summary by Development Account**	**Total Estimated Cost**	

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

No.				
		Original	**Revised**	
1	Total non-CFP Funds			
2	1406 Operations	$32,435.		
3	1408 Management Improvements			
4	1410 Administration	$12,000.		
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	$28,200.	$24,000.	
8	1440 Site Acquisition			
9	1450 Site Improvement	$35,000.		
10	1460 Dwelling Structures	$106,800.		
11	1465.1 Dwelling Equipment—Nonexpendable	$40,000.		
12	1470 Nondwelling Structures	$60,000.		
13	1475 Nondwelling Equipment	$10,000.	$14,200.	
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1499 Development Activities			
19	1501 Collaterization or Debt Service			
20	1502 Contingency			
		Original	**Revised**	**Oblig**
21	Amount of Annual Grant: (sum of lines 2-20)	$324,435.		
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	$35,000.		
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
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP
Part II: Supporting Pages

PHA Name: **Housing Authority of the Borough of Lodi**		**Grant Type and Number** Capital Fund Program Grant No: **NJ39P01150200** Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised
NJ-011-001-2-3	Operations	1406		$32,435.	
NJ-011-001-2-3	Resident Council and employee training and legal fees	1410		$12,000.	
NJ-011-001-2-3	A/E Services required for development of plans/drawings/specifications/super-visi of work item	1430.1		$12,200.	$4,000.
NJ-011-001-2-3	Physical needs assessment of all projects and Energy Audit of all projects	1430.2		$16,000.	$20,000.
NJ-011-001	Upgrade all exterior ground/building security lighting	1450		$35,000.	
NJ-011-001	Remove/replace all deteriorated sidewalks, curbs, entrance steps, handrails, parking lots	1460		$60,000.	
NJ-011-001-2-3	Completion of smoke/heat alarm system within all units with a monitoring panel within Maintenance Shop	1465.1		$40,000.	
NJ-011-001	Repair moisture infiltration within front stairwells of Administration Building-frame, insulate, sheetrock & paint	1470		$20,000.	
NJ-011-001	Complete all interior work, electrical framing, insulate, rock, and paint interior of newly constructed Maintenance Garage	1470		$40,000.	

NJ-011-001	Upgrade computer system	1475		$10,000.	$14,200.
NJ-011-002	Install new tub/shower diverters and waste lines in all units	1460		$31,800.	
NJ-011-003	Install new tub/shower diverters and waste lines in all units	1460		$15,000.	

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

PHA Name:	Grant Type and Number
Housing Authority of the Borough of Lodi	Capital Fund Program Grant No: **NJ39P01150200** Replacement Housing Factor Grant No:

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	
NJ-011-001-2-3	12/31/01			12/31/02			

CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name:	**Grant Type and Number**
Housing Authority of the Borough of Lodi	Capital Fund Program Grant No: **NJ39P01150102** Replacement Housing Factor Grant No:

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

Line	**Summary by Development Account**	**Total Estimated Cost**

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

No.				
		Original	**Revised**	
1	Total non-CFP Funds			
2	1406 Operations	39,856		
3	1408 Management Improvements	79,712		
4	1410 Administration	54,856		
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	14,139		
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures	110,000		
11	1465.1 Dwelling Equipment—Nonexpendable			
12	1470 Nondwelling Structures	100,000		
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 Collaterization or Debt Service			
20	1502 Contingency			
		Original	**Revised**	**Oblig**
21	Amount of Annual Grant: (sum of lines 2-20)	398,563		
22	Amount of line 21 Related to LBP Activities			
23	Amount of line 21 Related to Section 504 compliance	110,000		
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	100,000		

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

PHA Name: **Housing Authority of the Borough of Lodi**		**Grant Type and Number** Capital Fund Program Grant No: **NJ39P01150102** Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised
NJ11 – 1, 2, 3	Operations	1406		39,856	
NJ11 – 1, 2, 3	Additional Security, Staff Training, Computer Software & Hardware	1408		79,712	
NJ11 – 1, 2, 3	Resident Council, employee benefits, prorate admin fees/salaries, tech & non-tech salaries, sundry training, & asbestos survey	1410		54,856	
NJ11 – 1, 2, 3	Professional Services required to develop plans/specs, consultants & legal fees	1430		14,139	
NJ11 – 1	Dwelling Structure – Convert 4 family units to handicap accessible in compliance with 504 Regulations	1460		110,000	
NJ11 – 1	Non-Dwelling Equipment – Energy fuel stabilizers for multiple boilers	1475		40,000	
NJ11 – 2	Non-Dwelling Equipment – Energy fuel stabilizers for multiple boilers	1475		30,000	
NJ11 – 3	Non-Dwelling Equipment – Energy fuel stabilizers for multiple boilers	1475		30,000	

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

PHA Name:	Grant Type and Number
Housing Authority of the Borough of Lodi	Capital Fund Program Grant No: **NJ39P01150102** Replacement Housing Factor Grant No:

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	09/30/04			09/30/05			

CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name:	**Grant Type and Number**
Housing Authority of the Borough of Lodi	Capital Fund Program Grant No: **NJ39P01150101** Replacement Housing Factor Grant No:

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

Line	**Summary by Development Account**	**Total Estimated Cost**	

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

No.				
		Original	**Revised**	
1	Total non-CFP Funds			
2	1406 Operations	32,970		
3	1408 Management Improvements	59,340		
4	1410 Administration	59,340		
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	20,054		
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures			
11	1465.1 Dwelling Equipment—Nonexpendable			
12	1470 Nondwelling Structures	15,000		
13	1475 Nondwelling Equipment	143,000		
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1499 Development Activities			
19	1501 Collaterization or Debt Service			
20	1502 Contingency			
		Original	**Revised**	**Oblig**
21	Amount of Annual Grant: (sum of lines 2-20)	329,704		
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
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP
Part II: Supporting Pages

PHA Name: **Housing Authority of the Borough of Lodi**		**Grant Type and Number** Capital Fund Program Grant No: **NJ39P01150101** Replacement Housing Factor Grant No:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original	Revised
NJ-011-011-2-3	Operations	1406	32,970		
NJ-011-011-2-3	To cover cost for additional security, training staff, upgrade computers, software, hardware	1408	59,340		
NJ-011-001-2-3	Resident Council and employee benefits, training, and legal fees	1410	59,340		
NJ-011-001-2-3	A/E service required for development of plans, drawing specifications, supervision of work items	1430	20,054		
NJ-011-001	Clean and repair exterior cracks, recoat/ refinish exterior of administration building	1470	15,000		
NJ-011-001	Replace existing electrical, TV, cable panel boxes on all units. Install CCTV cameras/monitors for security protection. Install entrance canopy on administration building. Design new maintenance work areas, work tables, tools, storage/supply bins	1475	83,000		
NJ-011-002	Install CCTV cameras/monitors for security protection	1475	40,000		
NJ-011-003	Install CCTV cameras/monitors for security protection	1475	20,000		

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

PHA Name: **Housing Authority of the Borough of Lodi**	**Grant Type and Number** Capital Fund Program Grant No: **NJ39P01150101** Replacement Housing Factor Grant No:

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	
NJ-011-001-2-3	09/30/02			03/31/03			

*CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN FY 2002-2006
(THIS PLAN IS IN MICROSOFT EXCEL FORMAT AND WILL BE UPLOADED WITH PHA PLAN)

LODI HOUSING AUTHORITY

VOLUNTARY CONVERSION REQUIRED INITIAL ASSESSMENTS

DOCUMENTATION

We certify that we have conducted the required initial assessment in accordance with 24 CFR 972.200 for each of our developments.

We certify that we have reviewed the development's operation as public housing; we have considered the implications of converting the public housing to tenant based assistance; and we have concluded that the conversion of the developments are inappropriate because removal of the developments would not meet the necessary conditions described in 24 CFR 972.200 (c).

The initial assessment demonstrated that the conversion would be more expensive than continuing to operate the development (or portions of it) as public housing; it would not benefit the residents of the public housing development to be converted nor the community; and it would adversely affect the availability of affordable housing in the community.

The only development subject to the Required Initial Assessment is NJ 011001 De Vries Park 100 units' general occupancy.

We have two elderly/disabled developments NJ 011002, 003 not subject to the Required Initial Assessments based on exemptions.

As previously stated, the initial assessment demonstrated that the conversion would be more expensive than continuing to operate the development (or portions of it) as public housing; it would not benefit the residents of the public housing development to be converted, nor the community; and it would adversely affect the availability of affordable housing in the community.

Below is our feasibility survey/cost calculation for the conversion of NJ 011001 from Public Housing Stock to tenant-based assistance.

- Installation of individual electric meters in each apartment (does not include wiring) $1000 per unit x 100 units = $100,000.
- Installation of individual gas meters and new separate gas lines $750 per unit x 100 units = $75,000.
- Separate Heating System - Apartments are not equipped to handle individual boilers. Would have to incorporate an addition to each building to house independent boilers/hot water heaters. An additional 21 buildings would have to be constructed since we do not have basements. An alternative would be to convert to electric heating. However electric heating is not cost effective.
- Construction of additional 21 buildings to house boilers/hot water heaters $50,000 per building x 21 buildings = $1,050,000.
- $3,000 for separate heat/hot water distribution per unit x 100 units = $300,000.
- Separate water meters, water distribution and main lines

$750 per unit x 100 units = $75,000.

- Independent Sewer lines - We have back-to-back apartment lines. It would be necessary to rip out walls, kitchen cabinets, ceilings, floors, bathrooms, etc. $10,000 per unit x 100 units = $1,000,000.

Estimated total cost for conversion of NJ 011001 from public housing stock to tenant-based assistance is $2,600,000.

This survey does not include the following:

- Parking facilities
- Play grounds
- Landscaping
- Ground maintenance.

ALL REQUIRED PHA CERTIFICATIONS WITH ORIGINAL SIGNATURES HAVE BEEN SUBMITTED UNDER SEPARATE COVER TO THE NEWARK HUD FIELD OFFICE.

CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN
PART I: SUMMARY

PHA NAME: Lodi Housing Authority					☐ Original 5-Year Plan ☒ Revision No: 1
DEVELOPMENT NUMBER/NAME/HA-WIDE	YEAR 1	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
	ANNUAL STATEMENT				
DE VRIES PARK		$568,000	$492,500	$1,073,000	$1,619,000
MASSEY STREET (2a)		$107,000	$140,000	$100,000	$128,000
N. MAIN STREET (2b)		$107,000	$130,000	$100,000	$198,000
RENNIE PLACE (3)		$72,000	$70,000	$100,000	$2,598,000
CFP FUNDS LISTED FOR 5-YEAR PLANNING		$854,000	$832,500	$1,373,000	$4,543,000
REPLACEMENT HOUSING FACTOR FUNDS					

CAPITAL FUND 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: __3__ FFY GRANT: 2004 PHA FY: 2004		
	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST
SEE	DE VRIES PARK	1. Install exterior sewer clean outs		DE VRIES PARK	1. Remove remaining baseboard	$370,000
	NJ11-01	at end of each building.	$40,000	NJ11-01	radiation in all units and replace	
		2. Refracture both boilers and re-			with cast iron radiation.	
		place all circulating pumps.	$18,000		2. New project signs.	$30,000
		3. Upgrade entire interior electicial			3. Install concrete apron around	$52,500
ANNUAL		wiring system of all units, which			perimeter of all 2l buildings.	
		including distribtuion panel,			4. Upgrade Computer System.	$40,000
		lighting fixtures, switches,				
		receptacles, phone lines and TV.	$380,000			
		4. Install new closet organizers	$30,000			
STATEMENT		5. Create garbage/recycling area				
		by each unit.	$100,000			
		TOTAL CFP ESTIMATED COST	$568,000			$492,500

CAPITAL FUND 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 YEAR: __5__ FFY GRANT: 2006 PHA FY: 2006		
	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST
SEE	DE VRIES PARK	1. Encapsulate all interior plaster	$500,000	DE VRIES PARK	I. Re-shingle all roofs and mansards	$200,000
	NJ11-01	walls, with new sheetrock,		NJ11-01	2. Replace basement entrance	$80,000
		remove and replace all trim			steps and catch basins for 8 units.	
		including door jams, baseboard			3. Repair/redesign all interior	$24,000
		and windows			basements to accommadte	
ANNUAL		2. Install A/C sleeves in all	$100,000		tenants storage.	
		bedrooms.			4. Install 2 additonal clothes dryer	$15,000
		3. Install floor insulation in base-	$50,000		areas.	
		ment and crawl spaces.			5. Install new seating/table areas	$100,000
		4. Installation of trees/shrubs	$60,000		behind each unit with concrete	
STATEMENT		throughout the complex.			pads from rear steps.	
		5. Remove/replace all gutters and	$63,000		6. Painting of all units including all	$60,000
		down spouts.			interior/exterior doors.	
		6. Replace/refinish kitchen cabinets	$250,000		7. Re-sand/repair/re-finish all	$120,000
		and counter tops.			hardware floors, steps and	
		7. Remove/replace all bathroom	$50,000		and hand rails.	
		vanities and sinks/faucets.			8. Construct 10 new handicap	$1,000,000
					housing units.	
					9. Re-treat all buildings for termites	$20,000
					and carpenter ant infestation.	
		TOTAL CFP ESTIMATED COST	$1,073,000			$1,619,000

CAPITAL FUND 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: __3__ FFY GRANT: 2004 PHA FY: 2004		
	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST
SEE	MASSEY STREET	1. Install new cast iron baseboard	$60,000	MASSEY STREET	1. Replacement/rebuild existing	$70,000
	NJ11-2A	radiation in all units.		NJ11-2A	(14) Hydrotherm boilers, circulator	
		2. Replacement of all apartment	$25,000		pumps & hot water tanks.	
		interior doors.			2. Install new exterior hand railings	$30,000
		3. Install closet organizers in all	$12,000		and support columns.	
ANNUAL		units.			3. Replace all apartment bathroom	$40,000
		4. Install project signs.	$10,000		tile floors ($40,000 - 1/2 were done	
					with disaster funding).	
STATEMENT						
		TOTAL CFP ESTIMATED COST	$107,000			$140,000

CAPITAL FUND 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 YEAR: __5__ FFY GRANT: 2006 PHA FY: 2006		
	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST
SEE	MASSEY STREET	1. Add new seating areas.	$10,000	MASSEY STREET	1. Coating of moisture protection	
	NJ11-2A	2. Re-shingle all roofs.	$40,000	NJ11-2A	sealing on all masonry.	$18,000
		3. Install new 5" PVC sewer lines/			2. Install 12" concrete apron	
		fittings in all basements with			around perimeter of building.	$10,000
		external clean outs and remove			3. Re-sand/reseal hardwood	
ANNUAL		existing old cast iron sewer			flooring in all aprtment/halls.	$30,000
		piping.	$30,000		4. Installation of treees/shrubs	
		4. Painting of all units.	$20,000		throughout the complex.	$20,000
					5. Re-treat all buildings for termites	
					and carpenter ants infestation.	$20,000
STATEMENT					6. Replace existing ejector pumps.	$10,000
					7. Replace outside second floor	
					decking with new.	$20,000
		TOTAL CFP ESTIMATED COST	$100,000			$128,000

CAPITAL FUND 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: __3__ FFY GRANT: 2004 PHA FY: 2004		
	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST
SEE	NORTH MAIN STREET	1. Install new cast iron baseboard	$60,000	NORTH MAIN STREET	1. Replacement/rebuild existing	$60,000
	NJ11-2B	radiation in all units.		NJ11-2B	(11) Hydrotherm boilers, circulator	
		2. Replacement of all apartment	$25,000		pumps & hot water tanks.	
		interior and closet sliding doors.			2. Install new exterior hand railings	$30,000
		3. Install closet organizers in all	$12,000		and support columns.	
ANNUAL		units.			3. Replace all apartment bathroom	$40,000
		4. Install project signs.	$10,000		tile floors.	
STATEMENT						
		TOTAL CFP ESTIMATED COST	$107,000			$130,000

CAPITAL FUND 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 YEAR: __5__ FFY GRANT: 2006 PHA FY: 2006		
	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST
SEE	NORTH MAIN STREET	1. Add new seating areas.	$10,000	NORTH MAIN STREET	1. Coating of moisture protection	$18,000
	NJ11-2B	2. Re-shingle all roofs.	$40,000	NJ11-2B	sealing on all masonry.	
		3. Install new 5" PVC sewer lines/	$30,000		2. Install 12" concrete apron	$10,000
		fittings in all basements with			around perimeter of building.	
		external clean outs and remove			3. Re-sand/reseal hardwood	$30,000
ANNUAL		existing old cast iron sewer			flooring in all aprtment/halls.	
		piping.			4. Installation of treees/shrubs	$20,000
		4. Painting of all units.	$20,000		throughout the complex.	
					5. Re-treat all buildings for termites	$20,000
					and carpenter ants infestation.	
STATEMENT					6. Purchase adjoining property to	$100,000
					extend existing recycling garbage	
					storage area.	
		TOTAL CFP ESTIMATED COST	$100,000			$198,000

CAPITAL FUND 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: __3__ FFY GRANT: 2004 PHA FY: 2004		
	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST
SEE	RENNIE PLACE	1. Install cast iron radiation in	$30,000	RENNIE PLACE	1. Install new exterior hand	$30,000
	NJ11-3	remaining 20 units on second		NJ11-3	railings and support columns.	
		floor.			2. Replace all apartment bathroom	
		2. Replace all apartment doors	$20,000		tile floors **$40,000.00 1/2 were**	$40,000
		and closet sliding doors.			**done with disaster funding.**	
ANNUAL		3. Install closet organizers in all	$12,000			
		units.				
		4. Install project signs.	$10,000			
STATEMENT						
		TOTAL CFP ESTIMATED COST	$72,000			$70,000

CAPITAL FUND 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 YEAR: __5__ FFY GRANT: 2006 PHA FY: 2006		
	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST	DEVELOPMENT NUMBER/NAME	MAJOR WORK CATEGORIES	ESTIMATED COST
SEE	RENNIE PLACE	1. Add new seating areas.	$10,000	RENNIE PLACE	1. Coating of moisture protection	$18,000
	NJ11-3	2. Re-shingle all roofs.	$40,000	NJ11-3	sealing on all masonry	
		3. Install new 5" PVC sewer lines/	$30,000		2. Install 12" concrete apron	$10,000
		fittings in all basements with			around perimeter of building.	
		external clean outs and remove			3. Installation of trees/shrubs	$20,000
ANNUAL		existing old cast iron sewer			throughout the complex.	
		piping.			4. Re-sand/reseal hardwood	$30,000
		4. Painting of all units.	$20,000		flooring in all apartment/halls.	
					5. Purchase adjoining property for	$2,500,000
					construct of additional senior	
STATEMENT					citizens units and parking	
					6. Re-treat all buildings for termites	$20,000
					and carpenter ants infestation.	
		TOTAL CFP ESTIMATED COST	$100,000			$2,598,000