

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

*PHA Plans for the
Chillicothe Metropolitan
Housing Authority*

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**

**PHA Plan
Agency Identification**

PHA Name: *Chillicothe Metropolitan Housing Authority*

PHA Number: *OH024*

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

Public Access to Information

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

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

Display Locations for PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2002 - 2006

[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
Progress Statement: *During FY 2001, the PHA was successful in achieving and maintaining the goals in this Mission Statement. They will continue on an on-going basis.*
- The PHA's mission is: (state mission here)

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers: ***as needed and as lease-up prevails***
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities: ***Partner with City in Community Revitalization efforts in distressed and targeted areas***
 - Acquire or build units or developments ***Build additional 71 -3 and 4 bedroom single family homes, 21 -2 bedroom elderly duplexes, and a 30 unit apartment building.***
 - Other (list below)
 - ***New landlord briefings and workshops***
 - ***Form landlord advisory committee***

Progress Statement: During FY 2001, PHA launched an all out effort to improve voucher lease-up and attained 97% lease-up. CMHA successfully built 16 houses and all 16 have been occupied. CMHA has established a non-profit entity that has embarked in financing efforts to build 71 –3 and 4 bedroom single family homes, 21 –2 bedroom elderly duplexes, and a 30 unit apartment building, an educational center in close proximity to low-income families, and a 17, 500 square-foot office building of which 10,000 square-feet will be leased to the CMHA.

- PHA Goal: Improve the quality of assisted housing
 - Objectives:
 - Improve public housing management: (PHAS score)
Strive to attain High Performer status
 - Improve voucher management: (SEMAP score)
Maintain passing SEMAP score
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - **Staff and commissioner training on new Housing Choice Voucher Program**
 - **Voucher unit inspections (HQS)**
 - **Voucher Lease-up**
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

Progress Statement: During FY 2001, PHA commissioners and staff received training in various area such as: Responsibilities of Board of Commissioners, Resident Initiatives, the Housing Choice Voucher Program, Fair Housing, Recertifications, Rent Calculations, Landlord and Community Outreach. The PHA has utilized Capital Funds for the renovation of units. The PHA developed a SEMAP Corrective Action Plan that addresses enforcement of 1) Housing Quality Standards and 2) Lease-up strategy.

- PHA Goal: Increase assisted housing choices
 - Objectives:
 - Provide voucher mobility counseling: **At each briefing for new participants and with each unit transfer for current participants.**
 - Conduct outreach efforts to potential voucher landlords **As needed.**
 - Increase voucher payment standards **As needed.**
 - Implement voucher homeownership program:

- Implement public housing or other homeownership programs: ***PHA is in process of implementing this program. Currently offering residents credit counseling, money management and home maintenance classes.***
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

Progress Statement: *During FY 2001, the PHA was successful in achieving the objectives listed above. The PHA had two graduation classes of residents for homeownership. This has remained as an ongoing program. The PHA has increased its Payment Standard.*

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: **On-going**
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: **on-going**
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

Progress Statement: *During 2001, the PHA was successful in achieving the objectives listed above and they will be an on-going activity.*

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: ***By 2% annually***
 - Provide or attract supportive services to improve assistance recipients' employability: ***PHA administers the FSS program.***
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

Progress Statement: *During FY 2001, PHA has met 2% increase through EDSS program. Goals being currently met through CMHA offered computer labs. The PHA continued in its efforts to promote self-sufficiency through the following programs: FSS Clothing*

Closet, Mock Interviews, Computer Labs, Life Skills, WIN office, K & C Education, Pickaway Ross, Technology Center, First Impressions, and Second Chances INC.

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: ***on-going***
 - 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: ***on-going***
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: ***on-going***
 - Other: (list below)

Progress statement: *During 2001, the Chillicothe Metropolitan Housing Authority partnered with the City to conduct a fair housing training.*

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2002

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan (changed)

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

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

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

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

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

The most important challenges to be met by the Chillicothe Metropolitan Housing Authority during FY 2002 include:

- *Preserve and improve the public housing stock through the Capital Funds activities.*
- *Involve the public housing residents and the Section 8 participants through the Annual Plan Resident Advisory Board.*
- *Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our residents and the community; and*
- *Identify, develop and leverage services to enable low-income families to become self-sufficient.*

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

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 ***OH024a01***
- FY 2002 Capital Fund Program Annual Statement ***OH024b01***
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Other (List below, providing each attachment name)
 - *Deconcentration and Income Mixing Analysis – OH024d01*
 - *Initial Voluntary Conversion Assessment - OH024e01*
 - *Section 8 Homeownership Capacity statement OH024f01*
 - *Pet Ownership Policy – families - OH024g01*
 - *Pet Ownership Policy – elderly/disabled - OH024h01*
 - *Resident Membership of PHA Board of Governing Board - OH024i01*
 - *Membership of Resident Advisory Board or Boards - OH024j01*
 - *Summary of Policy or Program Changes for the Upcoming Year - OH024k01*
 - *Progress Statement - OH024l01*
 - *Substantial Deviation and Significant Amendment or Modification - OH024m01*

Optional Attachments:

- PHA Management Organizational Chart – ***OH024p01***
- FY 2002 Capital Fund Program 5 Year Action Plan - ***OH024c01***
- 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)
 - *2000 Performance and Evaluation Report - OH024n01*
 - *2001 Performance and Evaluation Report – OH024o01*

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 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| X | Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing | Annual Plan: Rent Determination |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| | A & O Policy | |
| X | Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| X | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) | Annual Plan: Operations and Maintenance |
| X | Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| X | Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| X | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year | Annual Plan: Capital Needs |
| 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 | 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 | Approved or submitted applications for demolition and/or disposition of public housing | Annual Plan: Demolition and Disposition |
| N/A | Approved or submitted applications for designation of public housing (Designated Housing Plans) | Annual Plan: Designation of Public Housing |
| N/A | 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 | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| N/A | Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| N/A | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| N/A | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| N/A | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |
| X | The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant | Annual Plan: Safety and Crime Prevention |

| List of Supporting Documents Available for Review | | |
|--|---|--|
| Applicable & On Display | Supporting Document | Applicable Plan Component |
| | and most recently submitted PHDEP application (PHDEP Plan) <i>* Performance Reports for prior year grants, as needed</i> | |
| X | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit |
| N/A | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| | Other supporting documents (optional) (list individually; use as many lines as necessary) | (specify as needed) |
| X | Action Plan to improve SEMAP scores for Indicator 6, Housing Quality Standards and Indicator 13, Lease-up | Section 8 SEMAP Corrective Action Plan |
| | | |

1. Statement of Housing Needs

[24 CFR Part 903.79 (a)]

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

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

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|---------|----------------|--------|---------|----------------|------|-----------|
| Family Type | Overall | Afford-ability | Supply | Quality | Access-ibility | Size | Loca-tion |
| Income <= 30% of AMI | 8,991 | 5 | 5 | 5 | 5 | 5 | 5 |
| Income >30% but <=50% of AMI | 5,537 | 4 | 4 | 4 | 4 | 4 | 4 |
| Income >50% but <80% of AMI | 6,001 | 3 | 3 | 3 | 3 | 3 | 3 |
| Elderly | 5,231 | 4 | 4 | 4 | 4 | 4 | 4 |
| Families with Disabilities | 933 | 4 | 4 | 4 | 4 | 4 | 4 |
| Caucasian | 17,320 | 3 | 3 | 3 | 3 | 3 | 3 |
| African-American | 638 | 4 | 4 | 4 | 4 | 4 | 4 |
| American Indian Alaskan Native | 31 | 5 | 5 | 5 | 5 | 5 | 5 |
| Asian Pacific Islander | 58 | 5 | 5 | 5 | 5 | 5 | 5 |
| Hispanic | 73 | 5 | 5 | 5 | 5 | 5 | 5 |

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000-2003
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:

Other sources: (list and indicate year of information)

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

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

| Housing Needs of Families on the Waiting List | | | |
|--|---------------|---------------------|-----------------|
| Waiting list type: (select one) | | | |
| <input type="checkbox"/> Section 8 tenant-based assistance | | | |
| <input checked="" type="checkbox"/> Public Housing | | | |
| <input type="checkbox"/> Combined Section 8 and Public Housing | | | |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) | | | |
| If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 276 | | 185 |
| Extremely low income <=30% AMI | 252 | 91% | |
| Very low income (>30% but <=50% AMI) | 22 | 8% | |
| Low income (>50% but <80% AMI) | 2 | 1% | |
| Families with children | 209 | 76% | |
| Elderly families | 6 | 2% | |
| Families with Disabilities | 61 | 22% | |
| Caucasian | 238 | 86% | |
| African/American | 32 | 12% | |
| American Indian Alaskan Native | 0 | 0 | |
| Asian Pacific Islander | 2 | 1% | |
| Hispanic | | | |
| Other | 4 | 1.5% | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | 132 | 35% | 35 |
| 2 BR | 93 | 35% | 24 |
| 3 BR | 48 | 28% | 37 |
| 4 BR | 2 | 1% | 3 |

| Housing Needs of Families on the Waiting List | | | |
|---|---|-----|---|
| 5 BR | 1 | .1% | 0 |
| 5+ BR | 0 | 0 | |
| Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, 2 bedroom only | | | |
| 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? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes | | | |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, | | | |

| Housing Needs of Families on the Waiting List | | | |
|--|---------------|---------------------|-----------------|
| Waiting list type: (select one) | | | |
| <input checked="" type="checkbox"/> Section 8 tenant-based assistance | | | |
| <input type="checkbox"/> Public Housing | | | |
| <input type="checkbox"/> Combined Section 8 and Public Housing | | | |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) | | | |
| If used, identify which development/sub-jurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 339 | | 76 |
| Extremely low income <=30% AMI | 291 | 86% | |
| Very low income (>30% but <=50% AMI) | 48 | 14% | |
| Low income (>50% but <80% AMI) | 0 | 0 | |
| Families with children | 236 | 70% | |
| Elderly families | 15 | 4% | |
| Families with Disabilities | 88 | 26% | |
| Caucasian | 236 | 70% | |
| African-American | 98 | 29% | |
| American Indian Alaskan Native | 4 | 1% | |
| Asian Pacific Islander | 0 | 0 | |
| Hispanic | 0 | 0 | |
| Other | 1 | .3% | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |

| Housing Needs of Families on the Waiting List | | | |
|--|-----|-----|-----|
| 1BR | N/A | N/A | N/A |
| 2 BR | N/A | N/A | N/A |
| 3 BR | N/A | N/A | N/A |
| 4 BR | N/A | N/A | N/A |
| 5 BR | N/A | N/A | N/A |
| 5+ BR | N/A | N/A | N/A |
| Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes | | | |
| If yes: | | | |
| How long has it been closed (# of months)? <i>5 months</i> | | | |
| Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes | | | |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, <i>Family Unification Referrals for local Child Welfare Agencies</i> | | | |

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.79 (b)]

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

| Financial Resources: Planned Sources and Uses | | |
|---|--|-------------------------------------|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2001 grants) | | |
| a) Public Housing Operating Fund | 758,297.00 | |
| b) Public Housing Capital Fund | 660,018.00 | |
| c) HOPE VI Revitalization | | |
| d) HOPE VI Demolition | | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | 1,242,081.00 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | | |
| g) Resident Opportunity and Self-Sufficiency Grants (FSS) | FSS fy 01 15,000.00 FSS fy 02 26,000.00 | |
| h) Community Development Block Grant | | |
| i) HOME | | |
| Other Federal Grants (list below) | | |
| | | |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| 2001 CFP | 711,308.00 | Public housing capital improvements |
| 2001DEP | 91,152.00 | Public housing safety & security |
| Developmente 005 | 63,432.32 | |
| | | |
| Sub-total | 3,567,288.32 | |
| 3. Public Housing Dwelling Rental Income | | |
| | 500,258.00 | Public housing operations |
| 4. Other income (list below) | | |
| Non-dwelling rent | 2,700.00 | |
| Interest on General Foods Investments | 20,894.00 | |
| Excess utilities | 8,697.00 | |
| Late charges, vendors | 4,830.00 | |
| | | |
| 5. Non-federal sources (list below) | | |
| | | |
| Sub-total | 537,379.00 | |
| | | |
| Total resources | 4,104,667.32 | |
| | | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
 When families are within a certain time of being offered a unit: (state time)
 Other: (describe)
- *When name is reached on waiting list*

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

- Criminal or Drug-related activity
 Rental history
 Housekeeping
 Other (describe)
- *One Strike policy*

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

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

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

(2)Waiting List Organization

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

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

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

- PHA main administrative office
 PHA development site management office

Other (list below)

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

PHA does not operate site-based waiting lists

1. How many site-based waiting lists will the PHA operate in the coming year? 0

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? *n/a*

3. Yes No: May families be on more than one list simultaneously

If yes, how many lists? *n/a*

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

PHA main administrative office

All PHA development management offices

Management offices at developments with site-based waiting lists

At the development to which they would like to apply

Other (list below)

(3) Assignment

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

One

Two

Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

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)
 - *Involuntarily displaced due to government action.*
 - *Elderly/disabled*

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

2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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) ***Resident Orientation***

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

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

(6) Deconcentration and Income Mixing

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

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

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

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) **n/a**

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments

- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

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

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

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

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

B. Section 8

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

(1) Eligibility

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

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

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

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

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

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

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

- *Previous and current landlord name and mailing address*

(2) Waiting List Organization

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

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

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

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

- Must complete a housing search form and request must be in writing.

(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 (*witness relocation*)
- Other preference(s) (list below)
- Involuntarily displaced due to Government action, disaster or inaccessibility

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

2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs

- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 1 Victims of reprisals or hate crimes (*witness relocation*)
- 1 Other preference(s) (list below)
- *Involuntarily displaced due to Government action, disaster or inaccessibility*

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) *n/a*

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.79 (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:

- Death in family, loss in income, loss of eligibility for state, local and federal assistance programs benefits, increase in expenses due to changes in circumstances (medical, child care), threat with eviction due to minimum rent policy.

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: **n/a**
- 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)
- ***Deduction for payment of child support.***
- ***15% disregard of total gross wages.***

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)
- Yes for all developments
- Yes but only for some developments
- No
2. For which kinds of developments are ceiling rents in place? (select all that apply) **n/a**
- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)
- All changes must be reported, but no increase in rent until anniversary date

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)
- Percentage of FMR

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR (*50% of FMR success rate Payment Standard as approved by HUD*)
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.79 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached. (*oh024p01*)
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

| Program Name | Units or Families Served at Year Beginning | Expected Turnover |
|---|---|--------------------------|
| Public Housing | <i>387</i> | <i>110</i> |
| Section 8 Vouchers | <i>375</i> | <i>115</i> |
| Section 8 Certificates | <i>N/A</i> | <i>N/A</i> |
| Section 8 Mod Rehab | <i>N/A</i> | <i>N/A</i> |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | <i>N/A</i> | <i>N/A</i> |
| Public Housing Drug Elimination Program (PHDEP) | <i>N/A</i> | <i>N/A</i> |
| | | |
| Other Federal Programs(list individually) | | |
| <i>EDSS</i> | | |
| <i>ROSS</i> | | |

C. Management and Maintenance Policies

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

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

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

(2) Section 8 Management: (list below)

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

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

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

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

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

B. Section 8 Tenant-Based Assistance

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

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

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) *OH024b01*

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) *OH024c01*

-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)

2000 Performance and Evaluation report – OH024n01

2001 Performance and Evaluation report – OH024o01

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

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

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

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

1. Development name: *N/A*

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:

Tiffin Tower

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description *n/a*

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

| Designation of Public Housing Activity Description | |
|--|---|
| 1a. Development name: | <i>OH024001 ; OH024002</i> |
| 1b. Development (project) number: | <i>Tiffan Tower; Worthington Manor</i> |
| 2. Designation type: | Occupancy by only the elderly <input checked="" type="checkbox"/> <i>OH024002 Worthington Manor</i> Occupancy by families with disabilities <input checked="" type="checkbox"/> <i>OH024001 Tiffan Tower</i> Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |
| 3. Application status (select one) | Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> <i>for each</i> |
| 4. Date this designation approved, submitted, or planned for submission: | <u>(DD/MM/YY)</u> |
| 5. If approved, will this designation constitute a (select one) | <input checked="" type="checkbox"/> New Designation Plan, <i>for each</i> <input type="checkbox"/> Revision of a previously-approved Designation Plan? |
| 6. Number of units affected: | |
| 7. Coverage of action (select one) | <input checked="" type="checkbox"/> Part of the development <i>OH024001 Tiffin Tower</i> |

Total development *OH024002 Worthington Manor*

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description *n/a*

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

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

- 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 OH024e01

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

PHA is in the process of administering this program. Currently offering residents credit counseling, money management, home maintenance education classes.

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: <i>Scattered Site I and Scattered Site III</i> | |
| 1b. Development (project) number: <i>OH024004 and OH024005</i> | |
| 2. Federal Program authority: | |
| <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99) | |
| 3. Application status: (select one) | |
| <input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application | |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <i>(06/04/99)</i> | |
| 5. Number of units affected: <i>17 - Scattered Site I and 16 - Scattered Site II</i> | |
| 6. Coverage of action: (select one) | |
| <input checked="" type="checkbox"/> Part of the development <i>Scattered Site I</i> | |

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (I)]

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

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)?

The PHA is in the process of negotiating an agreement.

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) |
| <i>FSS Program</i> | <i>60</i> | | <i>PHA Main Office</i> | <i>Both</i> |
| <i>Single Parents</i> | <i>150</i> | | <i>Carver Community Ctr</i> | <i>Both; public</i> |
| <i>New Horizon</i> | <i>10</i> | | <i>CMHA Office</i> | <i>Both</i> |
| <i>Daughters of the King</i> | <i>20</i> | | <i>New Life Church</i> | <i>Both</i> |
| <i>Virtuous Women</i> | <i>70</i> | | <i>New Life Church</i> | <i>Both</i> |
| <i>VISTA</i> | <i>5</i> | | <i>CMHA Office</i> | <i>Both</i> |
| <i>Self-esteem Mentor</i> | <i>25</i> | | <i>Location varies</i> | <i>Both</i> |
| <i>Bible Study</i> | <i>Varies</i> | | <i>Lincoln-Sherman, Westland</i> | <i>Both</i> |
| <i>Life Skills</i> | <i>15</i> | | <i>CMHA Office</i> | <i>Both</i> |

(2) Family Self Sufficiency program/s

a. Participation Description

| Family Self Sufficiency (FSS) Participation | | |
|--|--|--|
| Program | Required Number of Participants (start of FY 2001 Estimate) | Actual Number of Participants (As of: 05/30/02) |
| Public Housing | 40 | 28 |
| Section 8 | 37 | 36 |

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

No longer required

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

Lincoln Park, Tiffin Towers, Sherman Park, Westland Estates

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) *Americorps volunteers*

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

Lincoln Park, Tiffin Towers, Sherman Park, Westland Estates

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)

All properties including scattered sites

D. Additional information as required by PHDEP/PHDEP Plan - No longer required

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Pet Ownership Policy – families – OH024g01

Pet Ownership Policy – elderly/disabled – OH024h01

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? **n/a**
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
n/a
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name)
 Provided below:
- After reviewing the PHA Plan in depth and openly discussing the Plan, the RAB members agreed that they were in agreement with the plan and that it was okay to submit.

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

 Other: (list below)
- No changes required. The RAB members were in agreement with the Plan.

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) **n/a**
 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) **n/a**

- 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) **n/a**

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) *State of Ohio*

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)
 - ***Capital Funds – ability to market units – air conditioning***
 - ***Building new houses in targeted areas of the City***
- Other: (list below)

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

- ***Provide decent housing***
- ***Provide a suitable living environment***
- ***Expand economic opportunities***

D. Other Information Required by HUD

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

Attachments

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

PHA Plan Table Library

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

Annual Statement *See Attachment OH024b01*
Capital Fund Program (CFP) Part I: Summary

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

Original Annual Statement

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

Annual Statement *See Attachment OH024b01*
Capital Fund Program (CFP) Part II: Supporting Table

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

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

See Attachment OH024b01

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

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

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

| Optional 5-Year Action Plan Tables | | | | |
|--|---|---------------------|----------------------------|-------------------------------------|
| Development Number | Development Name (or indicate PHA wide) | Number Vacant Units | % Vacancies in Development | |
| | | | | |
| Description of Needed Physical Improvements or Management Improvements | | | Estimated Cost | Planned Start Date (HA Fiscal Year) |
| See Attachment OH024c01 | | | | |
| Total estimated cost over next 5 years | | | | |

Attachment: OH024a01

**DECONCENTRATION AND INCOME TARGETING POLICY
FOR THE
HOUSING AUTHORITY OF THE CITY OF
CHILLCOTHE, OHIO**

DECONCENTRATION AND INCOME TARGETING POLICY
(of the Public Housing Admissions and Occupancy Policy)

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

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

A. Economic Deconcentration:

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

Implementation may include one or more of the following options:

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

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- S Mass Media advertising/Public service announcements; and

S Giveaways.

B. Income Targeting

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

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

- < The PHA may select, based on date and time of application and preferences, two (2) families in the extremely low-income category and two (2) families from the lower/very low-income category alternately until the forty percent (40%) admission requirement of extremely low-income families is achieved (2 plus 2 policy).
- < After the minimum level is reached, all selections may be made based solely on date, time and preferences. Any applicants passed over as a result of implementing this 2 plus 2 policy will retain their place on the waiting list and will be offered a unit in order of their placement on the waiting list.
- < To the maximum extent possible, the offers will also be made to effect the PHA's policy of economic deconcentration.
- < The PHA reserves the option, at any time, to reduce the targeting requirement for public housing by no more than ten percent (10%), if it increases the target figure for its Section 8 program from the required level of seventy-five percent (75%) of annual new admissions to no more than eighty-five percent (85%) of its annual new admissions. (Optional for PHAs with both Section 8 and Public Housing programs)

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement /Performance and Evaluation Report

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

| | | |
|--|--|-------------------------------------|
| PHA Name: Chillicothe Metropolitan Housing Authority | Grant Type and Number: Capital Fund Program No: OH16-P024-501-02 Replacement Housing Factor Grant No: | Federal FY of Grant: 2002 |
|--|--|-------------------------------------|

Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement/Revision Number _____
 Performance and Evaluation Report for Program Year Ending _____
 Final Performance and Evaluation Report for Program Year Ending _____

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|---------|-------------------|----------|
| | | Original | Revised | Obligated | Expended |
| 1 | Total Non-Capital Funds | | | | |
| 2 | 1406 Operations | | | | |
| 3 | 1408 Management Improvements | | | | |
| 4 | 1410 Administration | 1,000.00 | | | |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 80,500.00 | | | |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | 6,000.00 | | | |
| 10 | 1460 Dwelling Structures | 569,518.00 | | | |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | 3,000.00 | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant (sums of lines 2-20) | \$660,018.00 | | | |
| 22 | Amount of line 21 Related to LBP Activities | | | | |
| 23 | Amount of Line 21 Related to Section 504 Compliance | | | | |
| 24 | Amount of Line 21 Related to Security - Soft Costs | | | | |
| 25 | Amount of Line 21 Related to Security - Hard Costs | | | | |
| 26 | Amount of Line 21 Related to Energy Conservation Measures | | | | |

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

Part II: Supporting Pages

| PHA Name: Chillicothe Metropolitan Housing Authority | | Grant Type and Number: Capital Fund Program No: OH16-P024-501-02 Replacement Housing Factor Grant No: | | | | Federal FY of Grant: 2002 | | |
|--|--|--|-----------|----------------------|---------|-------------------------------------|-------------------|----------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| PHA Wide | Administrative cost, advertising | 1410 | | 1,000.00 | | | | |
| | General TA Consulting Services | 1430 | | 40,000.00 | | | | |
| | A&E Design Services | 1430 | | 40,000.00 | | | | |
| | A&E Reimbursables | 1430 | | 500.00 | | | | |
| OH24-01 | Patch, seal and stripe parking lot | 1450 | lot | 6,000.00 | | | | |
| | Replace all Sanitary Drains and stacks and T's to the Main; repair floors & walls as required | 1460 | 142 units | 500,000.00 | | | | |
| | Replace all corridor flooring | 1460 | 8500 sf | 25,500.00 | | | | |
| | Install non-slip ceramic in lobby | 1460 | 840 sf | 3,360.00 | | | | |
| | Replace suspended ceiling in all corridors add recessed lighting | 1460 | 74 lights | 30,000.00 | | | | |
| | Replace lighting in chapel | 1460 | lot | 500.00 | | | | |
| | Install Levilor blinds in Lobby | 1460 | lot | 1,000.00 | | | | |
| | Install Levilor blinds in Com Rms | 1460 | lot | 1,000.00 | | | | |
| | Replace carpeting in Chapel | 1460 | lot | 1,000.00 | | | | |
| | Replace wall coverings in corridors | 1460 | lot | 7,158.00 | | | | |
| | Replace lobby furniture | 1475 | lot | 3,000.00 | | | | |
| | Summary of Accounts: | | | | | | | |
| | | 1410 | | 1,000.00 | | | | |
| | | 1430 | | 80,500.00 | | | | |
| | | 1450 | | 6,000.00 | | | | |
| | | 1460 | | 569,518.00 | | | | |
| | | 1475 | | 3,000.00 | | | | |
| | Grant Total 2002 | | | \$660,018.00 | | | | |

Capital Fund Program Five-Year Action Plan

Part I: Summary

| H A Name: | | | | | | <input checked="" type="checkbox"/> Original | <input type="checkbox"/> Revision No. _____ |
|---|--|---|---|--|--|--|---|
| Chillicothe Metropolitan Housing Authority | | | | | | | |
| A. | Development Number/Name/HA- Wide | Work Statement For Year 1 FFY : 2002 | Work Statement for Year 2 FFY : 2003 | Work Statement for Year 3 FFY :2004 | Work Statement for Year 4 FFY: 2005 | Work Statement for Year 5 FFY : 2006 | |
| | | | | | | | |
| | OH24-001, Sherman & Lincoln Park, Toledo Street & Tiffin Towers | | 140,000.00 | 139,000.00 | 419,000.00 | 419,600.00 | |
| | | | | | | | |
| | OH24-002, Worthington Manor | See | 201,818.00 | 0.00 | 12,500.00 | 400,000.00 | |
| | | | | | | | |
| | OH24-003, Westland Estates | Annual | 207,400.00 | 75,000.00 | 137,500.00 | 0.00 | |
| | | | | | | | |
| | OH24-0004, Scattered Sites | Statement | 0.00 | 0.00 | 20,000.00 | 0.00 | |
| | | | | | | | |
| | OH24-0005, Scattered Sites | | 0.00 | 455,000.00 | 25,000.00 | 0.00 | |
| | | | | | | | |
| | PHA WIDE | | 111,000.00 | 111,000.00 | 151,000.00 | 141,000.00 | |
| | | | | | | | |
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| | | | | | | | |
| | | | | | | | |
| | CFP Funds Listed for 5-Year Planning | | \$660,218.00 | \$780,000.00 | \$765,000.00 | \$960,600.00 | |
| | | | | | | | |
| | Replacement Housing Factor Funds | | 0.00 | 0.00 | 0.00 | 0.00 | |
| | | | | | | | |

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

| Activities for Year 1 | Activities for Year: 2 FFY Grant: 2003 PHA FY: 2003 | | | Activities for Year: 3 FFY Grant: 2004 PHA FY: 2004 | | |
|-----------------------|---|--|---------------------|---|--|---------------------|
| | Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| See | OH24-01 | | \$140,000.00 | OH24-01 | | \$139,000.00 |
| | | Replace parking lots at Lincoln & Sherman sites, stripe. | \$100,000.00 | | Tuck points & clean brick exterior | 55,000.00 |
| | | | | | Paint all unit interiors & common areas (eld) | 84,000.00 |
| | | Repair/replace broken sidewalks, curbs at various locations. | \$20,000.00 | | | |
| Annual | | Modify front entrance doors to sliding type with key pad access at Tiffin Towers | \$20,000.00 | | | |
| | | | | OH24-03 | | \$75,000.00 |
| | | | | | Replace floor tile and cover base | \$75,000.00 |
| | OH24-02 | | \$201,818.00 | | | |
| | | Replace Stoves & Refrigerators | 45,000.00 | OH24-05 | | \$455,000.00 |
| | | Replace Garbage Disposals | 8,000.00 | | Demolition/Site Reclamantion work on sites acquired on Mechanic Street | 25,000.00 |
| Statement | | Replace Interior Doors,solid type | 50,000.00 | | | |
| | | Replace door locks w/interchangeable core type | 6,000.00 | | | |
| | | Install carbon monoxide detectors in boiler room | 218.00 | | Construct Day Care Center Facility to service community at large; Rehabilitation project for | 350,000.00 |
| | | Paint all interiors of units & common areas | 35,000.00 | | Mechanic Street neighborhood with Resident-to-Work program | |
| | | Replace closet doors w/swing type | 30,000.00 | | | |
| | | Add 6 strobes to Community Room & corridors | 3,600.00 | | | |
| | | Upgrade site area lighting (unable to get parts for existing) | 16,000.00 | | Parking Lot & site work for facility | 40,000.00 |
| | | Replace lobby furniture | 8,000.00 | | Playground equipment & fencing | 25,000.00 |
| | | | | | Furnishing, tables, chairs, etc. | 15,000.00 |
| | OH24-03 | | \$207,400.00 | | | |
| | | Replace interior door passage sets | 12,000.00 | | | |
| | | Replace kitchen light fixtures | 12,000.00 | | | |
| | | Replace bathroom sinks w/vanity cabinet type | 25,000.00 | | | |
| | | Upgrade site area lighting (unable to get repl.parts) | 16,000.00 | | | |
| | | Add 4 strobes to Community Room | 2,400.00 | | | |
| | | Reseal & stripe parking lots and driveways | 80,000.00 | | | |
| | | Repaint interiors of all units | 60,000.00 | | | |
| | PHA WIDE | | \$111,000.00 | PHA WIDE | | \$111,000.00 |
| | | PHA STAFF TRAINING | 10,000.00 | | PHA STAFF TRAINING | 10,000.00 |
| | | ADMINISTRATION | 1,000.00 | | ADMINISTRATION | 1,000.00 |
| | | A & E PLANNING FEES AND CONSULTANTS | 80,000.00 | | A & E PLANNING FEES AND CONSULTANTS | 80,000.00 |
| | | OPERATIONS | 20,000.00 | | OPERATIONS | 20,000.00 |
| | | TOTAL CFP ESTIMATED COST - 2003 | \$660,218.00 | | TOTAL CFP ESTIMATED COST - 2004 | \$780,000.00 |

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

| Activities for Year 1 | Activities for Year: 4 FFY Grant: 2005 PHA FY: 2005 | | | Activities for Year: 5 FFY Grant: 2006 PHA FY: 2006 | | |
|-----------------------|---|--|---------------------|---|--|---------------------|
| | Development Name/Number | Major Work Categories | Estimated Cost | Development Name/Number | Major Work Categories | Estimated Cost |
| See | OH24-01 | | \$419,000.00 | OH24-001 | | \$419,600.00 |
| | | Construct addition to comm. bldg. @ Lincoln Park | 150,000.00 | | Replace/install garbage disposals @ Tiffin (eldly) | 39,000.00 |
| | | Construct addition to comm. bldg. @ Sherman Park | 150,000.00 | | Replace shower head valves & faucets @ Tiffin | 39,000.00 |
| | | Upgrade site lighting @ Tiffin Towers | 16,000.00 | | with scald proof type (elderly high rise) | |
| | | Replace interior lighting of units @ Tiffin Towers | 70,000.00 | | Replace shower head valves & faucets with scald | 28,000.00 |
| Annual | | Upgrade intercom security systems @ Tiffin | 25,000.00 | | proof type at family units(Sherman, Lincoln, Toledo) | |
| | | Replace overhead garage doors w/openers | 8,000.00 | | Replace interior doors at family units with solid | 224,000.00 |
| | | | | | type in bedrooms, bath and hall closets | |
| | OH24-02 | | \$12,500.00 | | Replace storm doors, front & back, family units | 56,000.00 |
| | | Replace shower heads valves & faucets w/ | 12,500.00 | | Replace double doors to furnace & hot water tank | 33,600.00 |
| Statement | | scald proof type | | | area | |
| | | | | OH24-02 | | \$400,000.00 |
| | OH24-003 | | \$137,500.00 | | Construct additional elevator with vestibules at | 400,000.00 |
| | | Replace shower heads valves & faucets w/ | 12,500.00 | | each floor | |
| | | scald proof type | | | | |
| | | Replace roofs w/heavier singles & double nail | 125,000.00 | | | |
| | | | | | | |
| | OH24-04 | | \$20,000.00 | | | |
| | | Repair/replace bad concrete driveways (as req'd) | 20,000.00 | | | |
| | | | | | | |
| | | | \$25,000.00 | | | |
| | OH24-05 | Acquire 15 passanger van | 25,000.00 | | | |
| | | | | | | |
| | PHA WIDE | | \$151,000.00 | PHA WIDE | | \$141,000.00 |
| | | STAFF TRAINING | 10,000.00 | | STAFF TRAINING | 10,000.00 |
| | | ADMINISTRATION | 1,000.00 | | ADMINISTRATION | 1,000.00 |
| | | A & E PLANNING FEES AND CONSULTANTS | 80,000.00 | | A & E PLANNING FEES AND CONSULTANTS | 80,000.00 |
| | | OPERATIONS | 60,000.00 | | OPERATIONS | 50,000.00 |
| | | | | | | |
| | | TOTAL CFP ESTIMATED COST - 2005 | \$765,000.00 | | TOTAL CFP ESTIMATED COST - 2006 | \$960,600.00 |

Chillicothe Metropolitan Housing Authority

Attachment: OH024d01

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

| Deconcentration Policy for Covered Developments | | | |
|--|------------------------|--|---|
| Development Name: | Number of Units | Explanation (if any) [see step 4 at §903.2(c)(1)(iv)] | Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)] |
| Scattered Site I | 29 | C | |
| Scattered Site II | 16 | C | |

Chillicothe Metropolitan Housing Authority

Attachment: OH024e01

Agency Plan Component 10 (B) Voluntary Conversion Initial Assessments

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

Six public housing developments are subject to the required initial assessment.

| | |
|--------------------------|----------|
| Lincoln Park | 43 units |
| Sherman Park | 61 units |
| Toledo Street | 8 units |
| Westland Estates | 50 units |
| OH024004 scattered sites | 29 units |
| OH024005 scattered sites | 16 units |

B. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

Two developments are exempt.

| | | |
|-------------------|-----------|-----------------|
| Tiffin Towers | 130 units | mixed occupancy |
| Worthington Manor | 50 units | mixed occupancy |

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

One PHA-wide assessment was conducted for all covered developments

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

The PHA has determined that conversion is not appropriate for any developments at this time.

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

Not Applicable. The Required Initial Assessment has been completed.

Chillicothe Metropolitan Housing Authority

Section 8 Homeownership Program Capacity Statement

Attachment: OH024f01

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

- Financing for purchase of a home will be provided; insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.*

Attachment: OH024g01

**PET OWNERSHIP
(FAMILY)
FOR THE
CHILLICOTHE METROPOLITAN HOUSING AUTHORITY
CHILLICOTHE, OHIO**

PET OWNERSHIP

Section 526 of the Quality Housing and Work Responsibility Act of 1998 added a new Section 31 (“Pet Ownership in Public Housing”) to the United States Housing Act of 1937. Section 31 establishes pet ownership requirements for residents of public housing other than Federally assisted rental housing for the elderly or persons with disabilities. In brief, this section states that: A resident of a dwelling unit in public housing may own 1 or more common household pets or have such pets present in the dwelling unit. Allowance of pets is subject to reasonable requirements of the PHA.

The Chillicothe Metropolitan Housing Authority (herein referred to as PHA) notifies eligible new residents of that right and provides them copies of the PHA's Pet Ownership Rules. To obtain permission, pet owners must agree to abide by those Rules.

In consulting with residents currently living in the PHA's developments, the PHA will notify all such residents that:

- A. All residents are permitted to own and keep common domesticated household pets, such as a cat, dog, bird, and fish, in their dwelling units with the written pre-approval of the Housing Authority.
- B. The non-refundable nominal pet fee is intended to cover the reasonable operating costs to the development. The refundable pet deposit is intended to cover additional costs not otherwise covered (i.e., fumigation of a unit);
- C. Animals that are used to assist the disabled are excluded from the size and weight and type requirements pertaining to ownership of service animals; however, they will be required to assure that proper licensing, inoculations, leash restraints, etc. are observed;
- D. Residents may request a copy of the PHA’s pet ownership rules or proposed amendments to the rules at any time; and,
- E. If the dwelling lease of a resident prohibits pet ownership, the resident may request that the lease be amended to permit pet ownership, in accordance with the PHA's pet ownership rules shown below;
- F. Section 31 does not alter, in any way, the regulations applicable to Federally assisted housing for the elderly and persons with disabilities found at Section 227 of the Housing and Urban-Rural Recovery Act of 1983 and located in 24 CFR part 5, subpart C.

- G. New Section 960.705 of 24 CFR clarifies that the regulations added in Section 31 do not apply to service animals that assist persons with disabilities. This exclusion applies to both service animals that reside in public housing and service animals that visit PHA developments. Nothing in this rule limits or impairs the rights of persons with disabilities, authorizes PHAs to limit or impair the rights of persons with disabilities, or affects any authority PHAs may have to regulate service animals that assist persons with disabilities.**

CHILLICOTHE METROPOLITAN HOUSING AUTHORITY

Pet Ownership Rules for Families

1. Common household pet means a domesticated cat, dog, bird, gerbil, hamster, Guinea pig and fish in aquariums. Reptiles of any kind, with the exception of small turtles or in a terrarium, as well as mice and rats are prohibited. These definitions do not include any wild animal, bird or fish.
2. Each household shall have only one pet (except fish or birds). The limit for birds is two (2).
3. The pet owner shall have only a small cat or a dog. The animal's weight shall not exceed *20 pounds*. The animal's height shall not exceed *fifteen inches*. Such limitations do not apply to a *service animal* used to assist a disabled resident.
4. Pet owners shall license their pets yearly with the City of Chillicothe or as required. The pet owner must show the PHA proof of rabies and distemper booster inoculations and licensing annually.

All dogs must wear a tag bearing the residents name and phone number and the date of the last rabies inoculation. The CMHA will furnish approved pet owners an emblem to affix to their living room or kitchen storm door window. These emblems must be visible at all times.

5. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.
6. The pet owner shall have his or her cat or dog spayed or neutered before they become six months old and shall pay the cost thereof. A veterinarian shall verify that the spaying or neutering has been accomplished.
7. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or a dog on a leash and shall control the animal when it is taken out of the dwelling unit for any purpose. The owner of a bird(s) shall confine them to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.
8. No resident shall keep, raise, train, breed or maintain any pet of any kind at any location,

either inside or outside the dwelling unit, for any commercial purpose.

9. No pet owner shall keep a vicious or intimidating pet on the premises. The CMHA may determine what they consider to be a vicious or intimidating pet (for example pit bulls, rottweiler, & doberman pinscher). If the pet owner declines, delays or refuses to remove such a pet from the premises, the PHA shall do so, in order to safeguard the health and welfare of other residents.
10. Repeated substantiated complaints by neighbors or Chillicothe Metropolitan Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisances may result in the owner having to remove the pet or move him/herself. The term disturb shall include but not be limited to barking, howling, biting, scratching, chirping, and other activities of disturbing nature. If the pet owner declines, delays or refuses to remove the pet from the premises, the CMHA will do so.
11. The owner of a cat shall feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box at least every two (2) days; and take the animal to a veterinarian at least once per year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a sack in a designated container outside the building where the pet owner lives.
12. The owner of a dog shall feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animals droppings at least twice per day; and take the animal to a veterinarian at least once per year. The pet owner shall not permit dog droppings to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a sack in a designated container outside the building where the pet owner lives.
13. The pet owner shall take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit, and shall maintain the dwelling unit in a sanitary condition at all times, as determined by the PHA.
14. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.
15. PHA staff shall enter a dwelling unit where a pet has been left untended for twenty-four (24) hours, remove the pet and transfer it to the proper local authorities, subject to any provisions of State or local law or ordinances in this regard. The PHA shall accept no responsibility for the pet under such circumstances.

16. The CMHA will not charge a non-refundable deposit. A \$300.00 refundable deposit for dogs and cats, \$25.00 deposit for fish will be charged. The CMHA shall refund the unused portion of the pet deposit to the pet owner within thirty (30) days after the pet owner moves from the dwelling or no longer owns or keeps a pet in the dwelling unit.
17. All residents are prohibited from feeding, housing or caring for stray animals or birds. Such action shall constitute having a pet without permission of the PHA.
18. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet or in the event of a death of a pet owner, the alternate custodian shall assume responsibility for the care and keeping of the pet, including, if necessary, the removal of the pet from PHA premises. In the event the alternate custodian is unable to care for the pet, the CMHA may notify the local Pet Law Enforcement Agency to take the pet until family or friends can assume responsibility for the pet. Any expenses incurred under this provision will be the responsibility of the pet owner and/or will be deducted from the security deposit.
19. Should any pet housed in the PHA's facilities give birth to a litter, the residents shall remove from the premises all of said pets except one as soon as the baby's are able to survive on their own (a maximum of 6 weeks).
20. A pet owner shall physically control or confine his/her pet during the times when Housing Authority employees, agents of the Housing Authority or others must enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.

If a resident needs to leave his/her unit, the pet should be secured in a cage to ensure safety for employees should they have to enter the unit for work orders, inspections, pest spraying, etc. The CMHA will not be responsible for any pet that gets out of a unit when a CMHA representative enters the unit.
21. If a resident, including a pet owner, breaches any of the rules set forth above, the PHA may revoke the pet permit and evict the resident or pet owner.

I have read and understand the above pet ownership rules and agreed to abide by them.

Resident's Signature

PHA Staff member's Signature

Date

Date

Type of Animal and Breed

Name of Pet

Description of Pet (color, size, weight, sex, etc.)

The alternate custodian for my pet is:

Custodian's first, middle and last name; post office box; street address; zip code; area telephone code and telephone number:

Resident's Signature

Date

Refundable Damage Deposit _____

Amount Paid

Date

Attachment: OH024h01

**PET OWNERSHIP
(ELDERLY/DISABLED RESIDENTS)
FOR THE
CHILLICOTHE METROPOLITAN HOUSING AUTHORITY
CHILLICOTHE, OHIO**

PET OWNERSHIP

Housing Authority residents who are elderly and/or disabled are permitted to own and keep pets in their dwelling units. The Chillicothe Metropolitan Housing Authority (herein referred to as PHA) notifies eligible new residents of that right and provides them copies of the PHA's Pet Ownership Rules. To obtain permission, pet owners must agree to abide by those Rules.

In consulting with residents currently living in the PHA's developments for the elderly or disabled, the PHA will notify all such residents that:

- A. elderly or disabled residents are permitted to own and keep common domesticated household pets, such as a cat, dog, bird, and fish, in their dwelling units, in accordance with PHA pet ownership rules;
- B. animals that are used to assist the disabled are excluded from the size and weight requirements pertaining to ownership of service animals; however, they will be required to assure that proper licensing, inoculations, leash restraints, etc. are observed.
- C. residents may request a copy of the PHA's pet ownership rules or proposed amendments to the rules at any time; and,
- D. if the dwelling lease of an elderly or disabled resident prohibits pet ownership, the resident may request that the lease be amended to permit pet ownership, in accordance with the PHA's pet ownership rules shown below.

CHILLICOTHE METROPOLITAN HOUSING AUTHORITY

Pet Ownership Rules for Elderly/Disabled Residents

1. Common household pet means a domesticated cat, dog, bird, gerbil, hamster, Guinea pig and fish in aquariums. Reptiles of any kind, with the exception of small turtles in a terrarium, as well as mice and rats are prohibited. These definitions do not include any wild animal, bird or fish.
2. Each household shall have only one pet (except fish or birds). The limit for birds is two (2).
3. The pet owner shall have only a small cat or a dog. The animal's weight shall not exceed *20 pounds*. The animal's height shall not exceed *fifteen inches*. Such limitations do not apply to a *service animal* used to assist a disabled resident.
4. Pet owners shall license their pets yearly with the City of Chillicothe or as required. The pet owner must show the PHA proof of rabies and distemper booster inoculations and licensing annually.

All dogs must wear a tag bearing the residents name and phone number and the date of the last rabies inoculation. The CMHA will furnish approved pet owners an emblem to affix to their living room or kitchen storm door window. These emblems must be visible at all times.

5. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.
6. The pet owner shall have his or her cat or dog spayed or neutered before they become six months old and shall pay the cost thereof. A veterinarian shall verify that the spaying or neutering has been accomplished.
7. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or a dog on a leash and shall control the animal when it is taken out of the dwelling unit for any purpose. The owner of a bird(s) shall confine them to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.

8. No resident shall keep, raise, train, breed or maintain any pet of any kind at any location, either inside or outside the dwelling unit, for any commercial purpose.
9. No pet owner shall keep a vicious or intimidating pet on the premises. The CMHA may determine what they consider to be a vicious or intimidating pet (for example pit bulls, rottweiler, & doberman pinscher). If the pet owner declines, delays or refuses to remove the pet from the premises, the PHA shall do so, in order to safeguard the health and welfare of other residents.
10. Repeated substantiated complaints by neighbors or Chillicothe Metropolitan Housing Authority personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisances may result in the owner having to remove the pet or move him/herself. The term disturb shall include, but not limited to barking, howling, biting, scratching, chirping, and other activities of disturbing nature. If the pet owner, declines, delays or refuses to remove the pet from the premises, the CMHA will do so.
11. The owner of a cat shall feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box at least every two (2) days; and take the animal to a veterinarian at least once per year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a sack in a designated container outside the building where the pet owner lives.
12. The owner of a dog shall feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animals droppings at least twice per day; and take the animal to a veterinarian at least once per year. The pet owner shall not permit dog droppings to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a sack in a designated container outside the building where the pet owner lives.
13. The pet owner shall take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit, and shall maintain the dwelling unit in a sanitary condition at all times, as determined by the PHA.
14. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.
15. PHA staff shall enter a dwelling unit where a pet has been left untended for twenty-four (24) hours, remove the pet and transfer it to the proper local authorities, subject to any provisions of State or local law or ordinances in this regard. The PHA shall accept no

responsibility for the pet under such circumstances.

16. Each pet owner shall pay a refundable pet deposit of \$300.00 for a dog or cat and a refundable pet deposit of \$25.00 for aquariums. There is no pet deposit for birds, gerbils, hamsters, guinea pigs or turtles. The pet deposit is not part of the rent payable by the pet owner, and is in addition to any other financial obligation generally imposed on residents of the development where the pet owner lives. The PHA shall use the pet deposit only to pay reasonable expenses directly attributable to the presence of the pet in the development, including, but not limited to the cost of repairs and replacements to, and the fumigation of, the pet owner's dwelling unit. The PHA shall refund the unused portion of the refundable pet deposit to the pet owner within thirty (30) days after the pet owner moves from the dwelling unit or no longer owns or keeps a pet in the dwelling unit.
17. All residents, including the elderly and disabled, are prohibited from feeding, housing or caring for stray animals or birds. Such action shall constitute having a pet without permission of the PHA.
18. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet or in the event of a death of a pet owner, the alternate custodian shall assume responsibility for the care and keeping of the pet, including, if necessary, the removal of the pet from PHA premises. In the event the alternate custodian is unable to care for the pet, the CMHA may notify the local Pet Law Enforcement Agency to take the pet until family or friends can assume responsibility for the pet. Any expenses incurred under this provision will be the responsibility of the pet owner and/or will be deducted from the security deposit.
19. Should any pet housed in the PHA's facilities give birth to a litter, the residents shall remove from the premises all of said pets except one as soon as the baby's are able to survive on their own (a maximum of six (6) weeks).
20. A pet owner shall physically control or confine his/her pet during the times when Housing Authority employees, agents of the Housing Authority or others must enter the pet owner's apartment to conduct business, provide services, enforce lease terms, etc.

If a resident needs to leave his/her unit, the pet should be secured in a cage to ensure safety for employees should they have to enter the unit for work orders, inspections, pest spraying, etc. The CMHA will not be responsible for any pet that gets out of a unit when a CMHA representative enters the unit.
21. If a resident, including a pet owner, breaches any of the rules set forth above, the PHA

may revoke the pet permit and evict the resident or pet owner.

I have read and understand the above pet ownership rules and agreed to abide by them.

Resident's Signature

PHA Staff member's Signature

Date

Date

Type of Animal and Breed

Name of Pet

Description of Pet (color, size, weight, sex, etc.)

The alternate custodian for my pet is:

Custodian's first, middle and last name; post office box; street address; zip code; area telephone code and telephone number:

Resident's Signature

Date

Refundable Damage Deposit _____
Amount Paid _____ Date _____

Chillicothe Metropolitan Housing Authority

Required Attachment OH024i01: Resident Member on the PHA Governing Board

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

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

Talissa Kinney

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

Elected

Appointed

C. The term of appointment is (include the date term expires): ***2001-2005***

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

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

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

Other (explain):

B. Date of next term expiration of a governing board member: ***2005***

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

Margaret Planton - Mayor

Required Attachment OH024j01: Membership of the Resident Advisory Board or Boards

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

Brenda Hawk-Gates

Mark Conley

Kerri Spencer

Donald Reid

Jody Parker

Beverly Coon

Patsy Hambrick

Karen Harlow

Marilyn Reed

Belinda Fairrow

Chillicothe Metropolitan Housing Authority

Attachment: oh024k01

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

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

Deconcentration and Income Mixing Policy

Pet Policy

Removed following statement:

Residents applying for approval to house a dog or cat must provide, at the time of application, proof of insurance in the amount of \$_____ for property damage and \$_____ for personal liability. Such insurance shall be in force at all times, with proof of same provided at each recertification or at such other times as the PHA may request.

5-Year Plan

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

PHA Goal: Expand the supply of assisted housing

Changed From:

Acquire or build units or developments *Build 16 houses*

Changed To:

Acquire or build units or developments *Build additional 71 -3 and 4 bedroom single family homes, 21 -2 bedroom elderly duplexes, and a 30 unit apartment building.*

Annual Plan

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Added: Seek designation of public housing for the elderly

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

Option 1 changed from No to Yes

Option 2 Activity Description provided

Component 11. Homeownership Programs Administered by the PHA

Option 2 Activity Description provided

Revised Section 8 Homeownership Capacity Statement

Chillicothe Metropolitan Housing Authority
PHA Plan Update for FYB 2002

Statement of Progress
Attachment: OH024101

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

Concerning modernization approximately \$660,018.00 was either spent or obligated. Substantial rehabilitation was completed by installation of HVAC in 180 elderly units and 112 family units. The PHA expects to begin installing HVAC in the remaining 76 family units in 2001. Replacement of all sanitation lines of 112 family units is in progress and should be completed by August 2002.

To ensure compliance with the Public Housing Reform Act of 1998, every policy was reviewed and updated as needed. Most significant was the update to the Admissions and Occupancy Policy and the Section 8 Administrative Plan.

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

Chillicothe Metropolitan Housing Authority
Attachment: OH024m01

A. Substantial Deviation from the 5-Year Plan:

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

B. Significant Amendment or Modification to the Annual Plan:

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

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement /Performance and Evaluation Report

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

| | | |
|--|--|-------------------------------------|
| PHA Name: Chillicothe Metropolitan Housing Authority | Grant Type and Number: Capital Fund Program No: OH16-P024-501-00 Replacement Housing Factor Grant No: | Federal FY of Grant: 2000 |
|--|--|-------------------------------------|

Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement/Revision Number 3
 Performance and Evaluation Report for Program Year Ending 3/31/02
 Final Performance and Evaluation Report for Program Year Ending _____

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|----------|---|----------------------|---------------------|---------------------|---------------------|
| | | Original | Revised | Obligated | Expended |
| 1 | Total Non-Capital Funds | | | | |
| 2 | 1406 Operating Expenses | 27,405.16 | 27,279.66 | 27,279.66 | 0.00 |
| 3 | 1408 Management Improvements | | | | |
| 4 | 1410 Administration | 436.80 | 436.80 | 436.80 | 436.80 |
| 5 | 1411 Audit | | | | |
| 6 | 1415 Liquidated Damages | | | | |
| 7 | 1430 Fees and Costs | 80,500.00 | 80,500.00 | 80,500.00 | 32,040.97 |
| 8 | 1440 Site Acquisition | | | | |
| 9 | 1450 Site Improvement | 27,600.00 | 27,600.00 | 27,600.00 | 27,600.00 |
| 10 | 1460 Dwelling Structures | 610,226.04 | 610,351.54 | 610,351.54 | 392,856.24 |
| 11 | 1465.1 Dwelling Equipment-Nonexpendable | | | | |
| 12 | 1470 Nondwelling Structures | | | | |
| 13 | 1475 Nondwelling Equipment | | | | |
| 14 | 1485 Demolition | | | | |
| 15 | 1490 Replacement Reserve | | | | |
| 16 | 1492 Moving to Work Demonstration | | | | |
| 17 | 1495.1 Relocation Costs | | | | |
| 18 | 1499 Development Activities | | | | |
| 19 | 1501 Collateralization or Debt Service | | | | |
| 20 | 1502 Contingency | | | | |
| 21 | Amount of Annual Grant (sums of lines 2-20) | \$746,168.00 | \$746,168.00 | \$746,168.00 | \$452,934.01 |
| 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 | | | | |
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**Annual Statement/Performance and Evaluation Report and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages**

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|--|---|--|----------|----------------------|---------------------|---------------------|---------------------|-------------------------------------|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| OH24-001 | | | | | | | | |
| Sherman | Replace the main & wash drains & valve in the concrete floors. | 1460 | 112 | 300,000.00 | 300,000.00 | 300,000.00 | 191,492.78 | contract in progress |
| Lincoln Pk. | Repair concrete floors & replace tile and cove base with above | 1460 | 242 | 246,522.00 | 246,522.00 | 246,522.00 | 157,396.73 | contract in progress |
| Toledo St. | | | | | | | | |
| OH24-001 | Modify dbl. Front entrance door to assist wheelchair bound with sliding type operation systems | 1460 | 1 | \$0.00 | 0.00 | \$0.00 | \$0.00 | design phase deferred to 501-01 |
| OH24-001 | Replace all vertical drains @ units plumbing at Tiffin Towers | 1460 | 130 | 0.00 | 0.00 | 0.00 | 0.00 | deferred to 5 yr plan |
| | Purchase 350 cs. Floor tile to be installed by contractor with change order (items): | 1460 | 350 cs | 8,743.50 | 8,869.00 | 8,869.00 | 8,869.00 | complete |
| | Install washer boxes & plumbing | 1460 | 81 | 14,510.34 | 14,510.34 | 14,510.34 | 9,266.25 | work in progress |
| | Replace unsupported concrete floors | 1460 | 33 | 28,875.00 | 28,875.00 | 28,875.00 | 18,439.47 | work in progress |
| | Replace vinyl cove base, kitchens | 1460 | 5935 lf | 11,575.20 | 11,575.20 | 11,575.20 | 7,392.01 | work in progress |
| OH24-002 | Replace garbage disposals | 1460 | 50 | 0.00 | 0.00 | 0.00 | 0.00 | deferred to 5 yr plan |
| OH24-002 | Replace stove and refrigerators | 1465 | 50 | 0.00 | 0.00 | 0.00 | 0.00 | deferred to 5 yr plan |
| OH24-005 | Install chain link fence/gates | 1450 | 16 | 27,600.00 | 27,600.00 | 27,600.00 | 27,600.00 | complete |
| PHA Wide | Advertising & sundry | 1410 | lot | 436.80 | 436.80 | 436.80 | 436.80 | done |
| PHA Wide | Operations | 1406 | | 27,405.16 | 27,279.66 | 27,279.66 | 0.00 | obligated |
| PHA Wide | A & E services | 1430 | lot | 40,000.00 | 40,000.00 | 40,000.00 | 32,000.00 | contract |
| | A & E reimbursables | 1430 | | 500.00 | 500.00 | 500.00 | 40.97 | contract |
| PHA Wide | Consultant services | 1430 | lot | 40,000.00 | 40,000.00 | 40,000.00 | 0.00 | contract |
| | Subtotal | 1406 | | 27,405.16 | 27,279.66 | 27,279.66 | 0.00 | |
| | Subtotal | 1410 | | 436.80 | 436.80 | 436.80 | 436.80 | |
| | Subtotal | 1430 | | 80,500.00 | 80,500.00 | 80,500.00 | 32,040.97 | |
| | Subtotal | 1450 | | 27,600.00 | 27,600.00 | 27,600.00 | 27,600.00 | |
| | Subtotal | 1460 | | 610,226.04 | 610,351.54 | 610,351.54 | 392,856.24 | |
| | TOTAL FFY' 2000 Grant Amount | | | \$746,168.00 | \$746,168.00 | \$746,168.00 | \$452,934.01 | 61% Complete |

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Chillicothe Metropolitan Housing Authority

Organizational Chart

September 2001

