

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

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Small PHA Plan Update  
Annual Plan for Fiscal Year: 2002-2003

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

## PHA Plan Agency Identification

**PHAName:** Housing Authority of the City of Cayce, South Carolina

**PHANumber:** SC -60

**PHAFiscalYearBeginning:** 07/2002

### PHA Plan Contact Information:

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### 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

### 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
- Main administrative office of the local, county or 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)

### PHA Programs Administered :

- Public Housing and Section 8       Section 8 Only       Public Housing Only

**Annual PHA Plan**  
**Fiscal Year 20 02**  
 [24CFR Part 903.7]

**i. Table of Contents**

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For 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. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

| <b>Contents</b>  | <b><u>Page#</u></b> |
|--|---------------------|
| <b>Annual Plan</b>   |                     |
| i. Executive Summary (optional)  | 1                   |
| ii. Annual Plan Information  | 2                   |
| iii. Table of Contents   | 1                   |
| 1. Description of Policy and Program Changes for the Upcoming Fiscal Year  | 2                   |
| 2. Capital Improvement Needs   | 2                   |
| 3. Demolition and Disposition  | 2                   |
| 4. Homeownership: Voucher Homeownership Program  | 3                   |
| 5. Crime and Safety: PHDEP Plan  | 4                   |
| 6. Other Information:  |                     |
| A. Resident Advisory Board Consultation Process  | 19                  |
| B. Statement of Consistency with Consolidated Plan   | 5                   |
| C. Criteria for Substantial Deviations and Significant Amendments  | 5                   |
| <b>Attachments</b>   |                     |
| <input checked="" type="checkbox"/> Attachment A: Supporting Documents Available for Review  |                     |
| <input checked="" type="checkbox"/> Attachment B: Capital Fund Program Annual Statement  |                     |
| <input checked="" type="checkbox"/> Attachment C: Capital Fund Program 5 Year Action Plan  |                     |
| <input type="checkbox"/> Attachment __: Capital Fund Program Replacement Housing Factor Annual Statement   |                     |
| <input checked="" type="checkbox"/> Attachment D: Public Housing Drug Elimination Program (PHDEP) Plan   |                     |
| <input checked="" type="checkbox"/> Attachment E: Resident Membership on PHA Board or Governing Body   |                     |
| <input checked="" type="checkbox"/> Attachment F: Membership of Resident Advisory Board or Boards  |                     |
| <input checked="" type="checkbox"/> Attachment G: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plantext) |                     |
| <input type="checkbox"/> Other (List below, providing each attachment name)  |                     |

**ii. Executive Summary**

[24CFR Part 903.79(r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Housing Authority of the City of Cayce, South Carolina, continues to be designated as a HUD high performing housing authority. The CHA is on track in regard to accomplishing the goals identified in its Five Year Annual Plan. The agency is also financially sound and has strong management and operational procedures in place.

**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.

The Cayce Housing Authority is anticipating no program or policy changes in FY 2002-2003.

**2. Capital Improvement Needs**

[24CFR Part 903.79(g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. X Yes  No : Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ \_\_\_\_\_

C.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

**(1) Capital Fund Program 5 -Year Action Plan**

The Capital Fund Program 5 -Year Action Plan is provided as Attachment

**(2) Capital Fund Program Annual Statement**

The Capital Fund Program Annual Statement is provided as Attachment

**3.D Demolition and Disposition**

[24CFR Part 903.79(h)]

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

1.  Yes X 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 next component; if "yes", complete one activity description for each development.)

2. Activity Description

| <b>Demolition/Disposition Activity Description<br/>(Not including Activities Associated with HOPE VI or Conversion Activities)</b> |  |
|--|--|
| 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: <u>          (DD/MM/YY)</u>                                    |  |
| 5. Number of units affected:   |  |
| 6. Coverage of action (select one)   |  |
| <input type="checkbox"/> Part of the development   |  |
| <input type="checkbox"/> Total development   |  |
| 7. Relocation resources (select all that apply)  |  |
| <input type="checkbox"/> Section 8 for        units  |  |
| <input type="checkbox"/> Public housing for        units   |  |
| <input type="checkbox"/> Preference for admission to other public housing or section 8   |  |
| <input type="checkbox"/> Other housing for        units (describe below)   |  |
| 8. Timeline for activity:  |  |
| a. Actual or projected start date of activity:   |  |
| b. Actual or projected start date of relocation activities:  |  |
| c. Projected end date of activity:   |  |

**4. Voucher Homeownership Program**

[24 CFR Part 903.79(k)]

A.  Yes X  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 next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

**B.CapacityofthePHAtoAdministeraSection8HomeownershipProgram**

ThePHAhasdemonstrateditscapacitytoadministertheprogramby(selectallthatapply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- Requiring that financing for purchase of a home under its section 8 homeownership 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
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

**5.SafetyandCrimePrevention:PHDEPPlan**

[24CFRPart903.7(m)]

ExemptionsSection8OnlyPHAsmaykiptotheneftcomponentPHAseligibleforPHDEPfundsmustprovidea PHDEPPlanmeetingspecifiedrequirementspriortoreceiptofPHDEPfund.

- A.  Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan? N/A
- B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ \_\_\_ N/A \_\_\_\_\_
- C.  Yes  No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D.  Yes  No: The PHDEP Plan is attached at Attachment D.

**6.OtherInformation**

[24CFRPart903.79(r)]

**A. Resident Advisory Board (RAB) Recommendations and PHA Response**

- 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 attached at Attachment (Filename) sc061a
- 3. In what manner did the PHA address those comments? (select all that apply)
  - The PHA changed portions of the PHA Plan in response to comments. A list of these changes is included
    - Yes  No: below or
    - Yes  No: at the end of the RAB Comments in Attachment \_\_\_\_\_.

Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment SC061a.

Other: (list below)

**B. 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 South Carolina

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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes  No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

Not Applicable

**C. Criteria for Substantial Deviation and Significant Amendments**

**1. Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5 -year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

**A. Substantial Deviation from the 5 -year Plan:**

**There are no deviations from the Board approved 5 -year Plan in 2000.**

**B. Significant Amendment or Modification to the Annual Plan:**

**None**

## Attachment A

### Supporting Documents Available for Review

PHAs are to 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.

| <b>List of Supporting Documents Available for Review</b> |   |  |
|--|---|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Related Plan Component</b>                                |
| X  | PHA Plan Certification 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 (not required for this update)   | 5 Year and Annual Plans                                      |
| X  | Fair Housing Documentation Supporting Fair Housing Certifications: 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  | Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located 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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| N/A  | Any policy governing occupancy of Police Officers in Public Housing<br><input type="checkbox"/> check here if included in the public housing A&O Policy   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| N/A  | Section 8 Administrative Plan   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X  | Public housing rent determination policies, including the method for setting public housing flat rents<br><input checked="" type="checkbox"/> check here if included in the public housing A&O Policy   | Annual Plan: Rent Determination                              |

| <b>List of Supporting Documents Available for Review</b> |  |  |
|--|--|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>   | <b>Related Plan Component</b>  |
| X  | Schedule of flat rents offered each public housing development<br><input type="checkbox"/> check here if included in the public housing A&O Policy                                       | Annual Plan: Rent Determination  |
| N/A  | Section 8 rent determination (payment standard) policies<br><input 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  | Results of latest binding Public Housing Assessment System (PHAS) Assessment   | Annual Plan: Management and Operations   |
| X  | Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)  | Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency |
| N/A  | Results of latest Section 8 Management Assessment System (SEMAP)   | Annual Plan: Management and Operations   |
| N/A  | Any required policies governing any Section 8 special housing types<br><input type="checkbox"/> check here if included in Section 8 Administrative Plan                                  | Annual Plan: Operations and Maintenance  |
| X  | Public housing grievance procedures<br><input type="checkbox"/> check here if included in the public housing A&O Policy  | Annual Plan: Grievance Procedures  |
| N/A  | Section 8 informal review and hearing procedures<br><input 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 any active grant year  | Annual Plan: Capital Needs   |
| X  | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants   | Annual Plan: Capital Needs   |
| N/A  | Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans, or any other approved proposal for development of public housing                     | Annual Plan: Capital Needs   |
| N/A  | Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99 -52 (HA). | Annual Plan: Capital Needs   |
| N/A  | Approved or submitted applications for demolition and/or disposition of public housing   | Annual Plan: Demolition and Disposition  |
| N/S  | Approved or submitted applications for designation of public housing (Designated Housing Plans)  | Annual Plan: Designation of Public Housing                                       |

| <b>List of Supporting Documents Available for Review</b> |  |  |
|--|--|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>   | <b>Related Plan Component</b>                        |
| X  | 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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937   | Annual Plan:<br>Conversion of Public Housing         |
| N/A  | Approved or submitted public housing home ownership programs/plans   | Annual Plan:<br>Homeownership                        |
| N/A  | Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)  | Annual Plan:<br>Homeownership                        |
| N/A  | Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies   | Annual Plan:<br>Community Service & Self-Sufficiency |
| N/A  | FSS Action Plan/s for public housing and/or Section 8  | Annual Plan:<br>Community Service & Self-Sufficiency |
| N/A  | Section 3 documentation required by 24 CFR Part 135, Subpart E   | Annual Plan:<br>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:<br>Community Service & Self-Sufficiency |
| X  | The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report   | Annual Plan: Safety and Crime Prevention             |
| X  | PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· Consortium agreement/s between the PHA participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHA participating in a consortium as specified under 24 CFR 761.15);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</li> </ul> | Annual Plan: Safety and Crime Prevention             |
| X  | Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G)<br><input type="checkbox"/> check here if included in the public housing A&O Policy  | Pet Policy   |

| <b>List of Supporting Documents Available for Review</b> |  |                               |
|--|--|-------------------------------|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>   | <b>Related Plan Component</b> |
| X  | The results of 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)<br>(list individually; use as many lines as necessary)   | (specify as needed)           |

| Annual Statement/Performance and Evaluation Report  |   |  |         |                   |                                 |  |
|---|---|--|---------|-------------------|---------------------------------|--|
| Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary                               |   |  |         |                   |                                 |  |
| PHAName: Housing Authority of the City of Cayce, South Carolina   |   | Grant Type and Number<br>Capital Fund Program: SC16P06150102<br>Capital Fund Program<br>Replacement Housing Factor Grant No:   |         |                   | Federal FY of Grant:<br>FY 2002 |  |
| <input type="checkbox"/> Original Annual Statement<br><input type="checkbox"/> Performance and Evaluation Report for Period Ending: |   | <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: )<br><input type="checkbox"/> Final Performance and Evaluation Report |         |                   |                                 |  |
| Line No.  | Summary by Development Account                      | Total Estimated Cost   |         | Total Actual Cost |                                 |  |
|   |   | Original   | Revised | Obligated         | Expended                        |  |
| 1   | Total Non -CFP Funds                                | 0  |         |                   |                                 |  |
| 2   | 1406 Operations                                     | 3,319  |         |                   |                                 |  |
| 3   | 1408 Management Improvements                        | 0  |         |                   |                                 |  |
| 4   | 1410 Administration                                 | 7,319  |         |                   |                                 |  |
| 5   | 1411 Audit  | 0  |         |                   |                                 |  |
| 6   | 1415 Liquidated Damages                             | 0  |         |                   |                                 |  |
| 7   | 1430 Fees and Costs                                 | 0  |         |                   |                                 |  |
| 8   | 1440 Site Acquisition                               | 0  |         |                   |                                 |  |
| 9   | 1450 Site Improvement                               | 16,500   |         |                   |                                 |  |
| 10  | 1460 Dwelling Structures                            | 50,500   |         |                   |                                 |  |
| 11  | 1465.1 Dwelling Equipment — Nonexpendable           | 0  |         |                   |                                 |  |
| 12  | 1470 Nondwelling Structures                         | 0  |         |                   |                                 |  |
| 13  | 1475 Nondwelling Equipment                          | 0  |         |                   |                                 |  |
| 14  | 1485 Demolition                                     | 0  |         |                   |                                 |  |
| 15  | 1490 Replacement Reserve                            | 0  |         |                   |                                 |  |
| 16  | 1492 Moving to Work Demonstration                   | 0  |         |                   |                                 |  |
| 17  | 1495.1 Relocation Costs                             | 0  |         |                   |                                 |  |
| 18  | 1498 Mod Used for Development                       | 0  |         |                   |                                 |  |
| 19  | 1502 Contingency                                    | 0  |         |                   |                                 |  |
| 20  | Amount of Annual Grant: (sum of lines 2 -19)        | 77,628   |         |                   |                                 |  |
| 21  | Amount of line 20 Related to LBP Activities         | 0  |         |                   |                                 |  |
| 22  | Amount of line 20 Related to Section 504 Compliance | 0  |         |                   |                                 |  |
| 23  | Amount of line 20 Related to Security               |  | 0       |                   |                                 |  |

| <b>Annual Statement/Performance and Evaluation Report</b>   |   |  |  |                                |
|---|---|--|--|--------------------------------|
| <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>  |   |  |  |                                |
| PHAName: Housing Authority of the City of Cayce, South Carolina   |   | Grant Type and Number<br>Capital Fund Program: SC16P06150102<br>Capital Fund Program<br>Replacement Housing Factor Grant No: |  | Federal FY of Grant:<br>FY2002 |
| <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:      )<br><input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report |   |  |  |                                |
| Line No.  | Summary by Development Account                            | Total Estimated Cost   |  | Total Actual Cost              |
| 24  | Amount of line 20 Related to Energy Conservation Measures | 0  |  |                                |

| <b>Annual Statement/Performance and Evaluation Report</b><br><b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b><br><b>Part II: Supporting Pages</b> |  |               |  |                      |         |                           |                |                         |
|---|--|---------------|--|----------------------|---------|---------------------------|----------------|-------------------------|
| PHA Name: Housing Authority of the City of Cayce, South Carolina  |  |               | Grant Type and Number<br>Capital Fund Program #: SC16P06150102<br>Capital Fund Program Replacement Housing Factor #: |                      |         | Federal FY of Grant: 2002 |                |                         |
| Development Number<br>Name/HA-Wide Activities<br>HA-Wide  | General Description of Major Work Categories | Dev. Acct No. | Quantity   | Total Estimated Cost |         | Total Actual Cost         |                | Status of Proposed Work |
|   |  |               |  | Original             | Revised | Funds Obligated           | Funds Expended |                         |
|   | Operations                                   | 1,406         | 1  | 3,319                |         |                           |                |                         |
|   | Administration                               | 1,410         | 1  | 7,319                |         |                           |                |                         |
|   | Repair Sidewalks                             | 1,450         | 1  | 6,500                |         |                           |                |                         |
|   | Install Fencing                              | 1,450         | 1  | 10,000               |         |                           |                |                         |
|   | Replace Roofs                                | 1,460         | 5  | 15,000               |         |                           |                |                         |
|   | Install Steel Exterior Doors                 | 1,460         | 1  | 10,000               |         |                           |                |                         |
|   | Renovate Kitchens                            | 1,460         | 3  | 15,000               |         |                           |                |                         |
|   | Renovate Bathrooms                           | 1,460         | 3  | 10,500               |         |                           |                |                         |
|   |  |               |  |                      |         |                           |                |                         |
|   |  |               |  |                      |         |                           |                |                         |



### Capital Fund Program 5 - Year Action Plan

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.

| CFP5 - Year Action Plan   |   |                                     |
|---|---|-------------------------------------|
| <input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement |   |                                     |
| Development Number  | Development Name (or indicate PHA wide) |                                     |
| SC61 -1   | PHA Wide                                |                                     |
| Description of Needed Physical Improvements or Management Improvements                            | Estimated Cost                          | Planned Start Date (HA Fiscal Year) |
| Replace community building roof   | 3,500                                   | 2003                                |
| Replaced welling unit roofs   | 78,000                                  | 2002                                |
| Repairs sidewalks   | 13,000                                  | 2002                                |
| Install exterior steel doors  | 10,000                                  | 2002                                |
| Renovate kitchens   | 80,000                                  | 2003                                |
| Renovate bathrooms  | 56,000                                  | 2003                                |
| Install fencing   | 10,000                                  | 2004                                |
| <b>Total estimated cost over next 5 years</b>   | <b>250,500</b>                          |                                     |

## PHA Public Housing Drug Elimination Program Plan

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

### Section 1: General Information/History

**A. Amount of PHDEP Grant \$** 20,000

**B. Eligibility type (Indicate with an "x")**                      **N1** \_\_\_\_\_ **N2** \_\_\_\_\_                      **R** **X** \_\_\_\_\_

**C. FFY in which funding is requested** 2001

### **D. Executive Summary of Annual PHDEP Plan**

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

The Housing Authority of the City of Cayce, South Carolina, is managed by the Columbia Housing Authority of South Carolina and as such is provided the same programs and services received by the residents of Columbia. Through the funds specifically allotted to Cayce, we will contract for part-time security guard to patrol the communities and provide funds to support extra-curricular activities for public housing youth.

### **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

| PHDEP Target Areas<br>(Name of development(s) or site) | Total # of Units within<br>the PHDEP Target<br>Area(s) | Total Population to<br>be Served within<br>the PHDEP Target<br>Area(s) |
|--|--|--|
| PHAWide  | 40   | 105  |
|  |  |  |
|  |  |  |

### **F. Duration of Program**

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

12Months \_\_\_\_\_ 18Months \_\_\_\_\_ 24Months  x

**G. PHDEP Program History**

Indicate each FY that funding has been received under the PHDEP Program (place a "x" by each applicable Year) and provide amount of funding received. If previously funded programs havenot been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The Fund Balance should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Dates should include any HUD -approved extensions or waivers. For grant extensions received, place "GE" in column or "W" for waivers.

| Fiscal Year of Funding | PHDEP Funding Received | Grant# | Fund Balance as of Date of this Submission | Grant Extensions or Waivers | Grant Start Date | Grant Term End Date |
|------------------------|------------------------|--------|--|-----------------------------|------------------|---------------------|
| FY1995                 |                        |        |  |                             |                  |                     |
| FY1996                 |                        |        |  |                             |                  |                     |
| FY1997                 |                        |        |  |                             |                  |                     |
| FY1998                 |                        |        |  |                             |                  |                     |
| FY1999                 |                        |        |  |                             |                  |                     |

**Section 2: PHDEP Plan Goals and Budget**

**A. PHDEP Plan Summary**

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

**Provide part -time security guard patrols during night hours of weekend to deter drug and criminal activities; and provide funding to assist public housing youth to participate in extra -curricular activities to improve academic performance**

**B. PHDEP Budget Summary**

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

| <b>FFY_2001___PHDEPBudgetSummary</b>    |                      |
|---|----------------------|
| <b>Original statement</b>               |                      |
| <b>Revised statement dated:</b>         |                      |
| <b>Budget Line Item</b>                 | <b>Total Funding</b> |
| 9110 – Reimbursement of Law Enforcement |                      |
| 9115 -Special Initiative                |                      |
| 9116 -Gun Buyback TAMatch               |                      |
| 9120 -Security Personnel                | 19,000               |
| 9130 -Employment of Investigators       |                      |
| 9140 -Voluntary Tenant Patrol           |                      |
| 9150 -Physical Improvements             |                      |
| 9160 -Drug Prevention                   | 1,000                |
| 9170 -Drug Intervention                 |                      |
| 9180 -Drug Treatment                    |                      |
| 9190 -Other Program Costs               |                      |
| <b>TOTAL PHDEP FUNDING</b>              | <b>20,000</b>        |

**C. PHDEP Plan Goals and Activities**

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

|  |                                |
|--|--------------------------------|
| <b>9110 – Reimbursement of Law Enforcement</b> | <b>Total PHDEP Funding: \$</b> |
|--|--------------------------------|

| Goal(s)             |                    |                   |            |                        |                 |                                |                        |
|---------------------|--------------------|-------------------|------------|------------------------|-----------------|--------------------------------|------------------------|
| Objectives          |                    |                   |            |                        |                 |                                |                        |
| Proposed Activities | #of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDE P Funding | Other Funding (Amount/ Source) | Performance Indicators |
| 1.                  |                    |                   |            |                        |                 |                                |                        |
| 2.                  |                    |                   |            |                        |                 |                                |                        |
| 3.                  |                    |                   |            |                        |                 |                                |                        |

| <b>9115 -Special Initiative</b> |                    |                   |            |                        | <b>Total PHDEP Funding:\$</b> |                                |                        |
|---------------------------------|--------------------|-------------------|------------|------------------------|-------------------------------|--------------------------------|------------------------|
| Goal(s)                         |                    |                   |            |                        |                               |                                |                        |
| Objectives                      |                    |                   |            |                        |                               |                                |                        |
| Proposed Activities             | #of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding                | Other Funding (Amount/ Source) | Performance Indicators |
| 1.                              |                    |                   |            |                        |                               |                                |                        |
| 2.                              |                    |                   |            |                        |                               |                                |                        |
| 3.                              |                    |                   |            |                        |                               |                                |                        |

| <b>9116 -Gun Buyback TAMatch</b> |                    |                   |            |                        | <b>Total PHDEP Funding:\$</b> |                               |                        |
|----------------------------------|--------------------|-------------------|------------|------------------------|-------------------------------|-------------------------------|------------------------|
| Goal(s)                          |                    |                   |            |                        |                               |                               |                        |
| Objectives                       |                    |                   |            |                        |                               |                               |                        |
| Proposed Activities              | #of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding                | Other Funding (Amount/Source) | Performance Indicators |
| 1.                               |                    |                   |            |                        |                               |                               |                        |
| 2.                               |                    |                   |            |                        |                               |                               |                        |
| 3.                               |                    |                   |            |                        |                               |                               |                        |

|                                |                          |   |               |                              |                                   |                                 |                           |
|--------------------------------|--------------------------|---|---------------|------------------------------|-----------------------------------|---------------------------------|---------------------------|
| <b>9120 -SecurityPersonnel</b> |                          |   |               |                              | <b>TotalPHDEPFunding:\$19,000</b> |                                 |                           |
| Goal(s)                        |                          | Providenightlyweekendsecurityguardpatrols |               |                              |                                   |                                 |                           |
| Objectives                     |                          | Decreasedrugandcriminalactivities         |               |                              |                                   |                                 |                           |
| ProposedActivities             | #of<br>Persons<br>Served | Target<br>Population                      | Start<br>Date | Expected<br>Complete<br>Date | PHEDEP<br>Funding                 | OtherFunding<br>(Amount/Source) | PerformanceIndicators     |
| 1.SecurityPatrols              |                          |   | 12/01         | 9/03                         | 19,000                            |                                 | Numberofhoursofpatrolling |
| 2.                             |                          |   |               |                              |                                   |                                 |                           |
| 3.                             |                          |   |               |                              |                                   |                                 |                           |

|  |                          |                      |               |                              |                             |                                 |                       |
|--|--------------------------|----------------------|---------------|------------------------------|-----------------------------|---------------------------------|-----------------------|
| <b>9130 –EmploymentofInvestigators</b> |                          |                      |               |                              | <b>TotalPHDEPFunding:\$</b> |                                 |                       |
| Goal(s)                                |                          |                      |               |                              |                             |                                 |                       |
| Objectives                             |                          |                      |               |                              |                             |                                 |                       |
| ProposedActivities                     | #of<br>Persons<br>Served | Target<br>Population | Start<br>Date | Expected<br>Complete<br>Date | PHEDEP<br>Funding           | OtherFunding<br>(Amount/Source) | PerformanceIndicators |
| 1.                                     |                          |                      |               |                              |                             |                                 |                       |
| 2.                                     |                          |                      |               |                              |                             |                                 |                       |
| 3.                                     |                          |                      |               |                              |                             |                                 |                       |

| <b>9140 – Voluntary Tenant Patrol</b> |                     |                   |            |                        | <b>Total PHDEP Funding: \$</b> |                               |                        |
|---------------------------------------|---------------------|-------------------|------------|------------------------|--------------------------------|-------------------------------|------------------------|
| Goal(s)                               |                     |                   |            |                        |                                |                               |                        |
| Objectives                            |                     |                   |            |                        |                                |                               |                        |
| Proposed Activities                   | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding                 | Other Funding (Amount/Source) | Performance Indicators |
| 1.                                    |                     |                   |            |                        |                                |                               |                        |
| 2.                                    |                     |                   |            |                        |                                |                               |                        |
| 3.                                    |                     |                   |            |                        |                                |                               |                        |

| <b>9150 - Physical Improvements</b> |                     |                   |            |                        | <b>Total PHDEP Funding: \$</b> |                               |                        |
|-------------------------------------|---------------------|-------------------|------------|------------------------|--------------------------------|-------------------------------|------------------------|
| Goal(s)                             |                     |                   |            |                        |                                |                               |                        |
| Objectives                          |                     |                   |            |                        |                                |                               |                        |
| Proposed Activities                 | # of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding                 | Other Funding (Amount/Source) | Performance Indicators |
| 1.                                  |                     |                   |            |                        |                                |                               |                        |
| 2.                                  |                     |                   |            |                        |                                |                               |                        |
| 3.                                  |                     |                   |            |                        |                                |                               |                        |

|  |  |  |  |  |                                     |  |  |
|--|--|--|--|--|-------------------------------------|--|--|
| <b>9160 - Drug Prevention</b>  |  |  |  |  | <b>Total PHDEP Funding: \$1,000</b> |  |  |
| Goal(s)  |  |  |  |  |                                     |  |  |
| Assist public housing youth to participate in school extra-curricular activities |  |  |  |  |                                     |  |  |
| Objectives   |  |  |  |  |                                     |  |  |
| Improve academic performance   |  |  |  |  |                                     |  |  |

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

| <b>9170 -Drug Intervention</b> |                    |                   |            |                        | <b>Total PHEDEP Funding:\$</b> |                               |                        |
|--------------------------------|--------------------|-------------------|------------|------------------------|--------------------------------|-------------------------------|------------------------|
| Goal(s)                        |                    |                   |            |                        |                                |                               |                        |
| Objectives                     |                    |                   |            |                        |                                |                               |                        |
| Proposed Activities            | #of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding                 | Other Funding (Amount/Source) | Performance Indicators |
| 1.                             |                    |                   |            |                        |                                |                               |                        |
| 2.                             |                    |                   |            |                        |                                |                               |                        |
| 3.                             |                    |                   |            |                        |                                |                               |                        |

| <b>9180 -Drug Treatment</b> |                    |                   |            |                        | <b>Total PHEDEP Funding:\$</b> |                               |                        |
|-----------------------------|--------------------|-------------------|------------|------------------------|--------------------------------|-------------------------------|------------------------|
| Goal(s)                     |                    |                   |            |                        |                                |                               |                        |
| Objectives                  |                    |                   |            |                        |                                |                               |                        |
| Proposed Activities         | #of Persons Served | Target Population | Start Date | Expected Complete Date | PHEDEP Funding                 | Other Funding (Amount/Source) | Performance Indicators |
| 1.                          |                    |                   |            |                        |                                |                               |                        |
| 2.                          |                    |                   |            |                        |                                |                               |                        |
| 3.                          |                    |                   |            |                        |                                |                               |                        |

| <b>9190 -OtherProgramCosts</b> |                              |                      |               |                              | <b>TotalPHDEPFunds:\$</b> |                                 |                       |
|--------------------------------|------------------------------|----------------------|---------------|------------------------------|---------------------------|---------------------------------|-----------------------|
| Goal(s)                        |                              |                      |               |                              |                           |                                 |                       |
| Objectives                     |                              |                      |               |                              |                           |                                 |                       |
| ProposedActivities             | #of<br>Person<br>s<br>Served | Target<br>Population | Start<br>Date | Expected<br>Complete<br>Date | PHEDEP<br>Funding         | OtherFunding<br>(Amount/Source) | PerformanceIndicators |
| 1.                             |                              |                      |               |                              |                           |                                 |                       |
| 2.                             |                              |                      |               |                              |                           |                                 |                       |
| 3.                             |                              |                      |               |                              |                           |                                 |                       |



**Required Attachment E: 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:

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

- Elected
- Appointed

C. The term of appointment is (include the date term expires):

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

- 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): A vacancy has just occurred on the Cayce Board in March, 2002. The CHA is in the process of contacting residents to determine if any resident is interested in serving on the Board. Since the Cayce Housing Authority consists only of 40 units, a resident Board member is not required, but the agency is making every effort to have a resident on the Board.

B. Date of next term expiration of a governing board member: March, 2002

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

Cayce, South Carolina City Council

**Required Attachment F: 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.)

Edward Stabler  
1437 Poplar Street  
Cayce, South Carolina 29033

Lily Brown  
2004 Toole Street  
Cayce, South Carolina 29033

Brenda Kegler  
2217 Lee Street  
Cayce, South Carolina 29033

Taiwana Richardson  
1423 Poplar Street  
Cayce, South Carolina 29033

Louis Cribbs  
208 Spencer Place  
Cayce, South Carolina 29033

**Minutes**  
**Resident Advisory Board**  
**Cayce Housing Authority**  
**March 26, 2002**

Nancy Stoudenmire welcomed everyone present and thanked them for coming. Staff and board members introduced themselves.

Ms. Stoudenmire began by reviewing the Plan to include a brief history of HUD's requirements for having a Plan. A handout was distributed reviewing Cayce's goals and objectives, the Executive Summary and the waiting list for Cayce.

The meeting then turned into an informal discussion. Everyone agreed that the new Air Conditioning was a tremendous success. Cycle Painting was also just completed and the painters were complimented. Security on the weekends, due to a PHDEP grant, has been most welcome. Adults are no longer hanging out at the park at Poplar and Wilkinson; the drinking and smoking has stopped. This has eliminated the children from breaking the bottles left by the adults and there is very little broken glass around.

There is a problem that 2 resident families at Poplar and Wilkinson work at night and their children are left alone. Ms. Malone will address this problem.

Cynthia Turner reminded everyone that the Beautification Contest is coming up as well as Spring Thing. We need to recruit youth for the Track and Field. Problem was discussed that Cayce's 40 units are not one community, but separated by location. Also, the elderly at Spencer Place have different needs than at Poplar and Lucas. Byron's single family houses really blend into the neighborhood.

Nancy Stoudenmire thanked everyone for coming and encouraged them to attend next month's public hearing on April 9<sup>th</sup> at 5:00 at City Hall.