

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

Sevierville Housing

Authority

TN063V02

PHA Plans

5 Year Plan for Fiscal Years 2002 - 2006

Annual Plan for Fiscal Year 2002

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

**PHA Plan
Agency Identification**

PHA Name: SEVIERVILLE HOUSING AUTHORITY

PHA Number: TN063V02

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

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

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

The mission of the Sevierville Housing Authority is to assist low-income families with safe, decent and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Sevierville Housing Authority is committed to operating in an efficient, ethical and professional manner. The Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

B. Goals

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

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

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

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score) 82
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

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

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Sevierville Housing Authority has completed this Agency Plan in consultation with SHA residents and the local communities. The Plan was discussed with the Resident Advisory Board on August 21, 2001. The public was afforded an opportunity to review the plan and offer comments at a public hearing held on October 9, 2001. The Annual Agency Plan is summarized as follows:

1. Housing Needs
The SHA current waiting list is excessive and the demand for public housing (385) is evident. Our greatest demand is for small to medium size bedroom units (2 and 3 bedroom units).
2. Financial Resources
The SHA expects to expend approximately \$1,711,000 in the year 2002 for operations, capital improvements and administrative costs.
3. Eligibility, Selection and Admission Policies
The SHA has revised its standard operating policies to comply with the requirements of the QHWRA through regulations published in

the Federal Register on March 29, 2000. These policies will be updated as HUD issues further guidance.

As required under this section of the plan and by regulations published in PIH Notice 2001-4, the SHA has reviewed its developments relative to income. We have determined that we do not have a problem with concentration of high or low-income families. Further, we have revised our admission policy to assure that a concentration does not occur in the future.

4. Rent Determination-Discretionary Policies

Our discretionary rent policies include:

- ✓ Ceiling Rents
- ✓ \$46.00 minimum rent for Public Housing

5. Operations and Management

As a small PHA the SHA is exempt from this component of the PHA Plan. However, the SHA's policies have been revised to comply with the mandated requirements of the QHWRA.

6. Grievance Procedure

The SHA has revised its Grievance Procedure to comply with the QHWRA and will continue to make revisions as additional issues are addressed by HUD regulations.

7. Capital Improvements

Our projected funding under the Capital Fund Program is \$440,335. Our focus for the 2002 program year is to install washer/dryer connections, install garbage disposals and dishwashers and perform sewer line improvements in Development TN063-001; install washer/dryer connections, install stackable washers and dryers, and install garbage disposals and dishwashers in Development TN063-002; and repair flooring, replace appliances and perform playground improvements in Development TN063-004.

8. Demolition and/or Disposition

The SHA has no current plans for demolition or disposition.

9. Designation
The SHA plans to maintain the current elderly/disabled designation that applies to a portion of its units. The SHA has no plans to designate additional units in the future.

10. Conversion of Public Housing
The SHA conducted an initial conversion assessment for each development as recently mandated by the QHWRA through regulations published in the Federal Register on June 22, 2001. This assessment determined that conversion would not be cost effective as identified in Attachment B: "Component 10 (B) Voluntary Conversion Initial Assessments". Therefore the SHA has no current plans to designate any developments or buildings to tenant-based assistance.

11. Homeownership
The SHA has no current plans to develop a Homeownership Program.

12. Community Services and Self-Sufficiency Programs
As a small PHA, the SHA is exempt from this component of the PHA Plan. However, the SHA has adopted a policy relative to the community service requirement mandated by the QHWRA through regulations published in the Federal Register on March 29, 2000. A description of the SHA's community service requirement is shown in Attachment C: "Implementation of Public Housing Resident Community Service Requirement".

13. Safety and Crime Prevention
As a small PHA not participating in the Public Housing Drug Elimination Program (PHDEP), the SHA is exempt from this component of the PHA Plan.

14. Ownership of Pets
The SHA has a policy related to tenant-owned pets. This policy permits all SHA residents to own pets as mandated by the QHWRA through regulations published in the Federal Register on July 10, 2000 and subject to compliance with specific requirements of

SHA's pet policy, which is included in Attachment D: "Pet Policy".

15. Civil Rights Certification

We have included the required certification regarding Fair Housing and Civil Rights in this plan.

16. Annual Audit

Our most recent annual audit is on file at our local HUD office in Knoxville, Tennessee and is available for review at our main office during normal business hours.

17. Asset Management

As a small PHA, the SHA is exempt from this component of the PHA Plan.

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:

- A Admissions Policy for Deconcentration (See Attachment A)**
- FY 2002 Capital Fund Program Annual Statement (See Table Library)**
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)**

Optional Attachments:

- PHA Management Organizational Chart
- FY 2002 Capital Fund Program 5 Year Action Plan (See Table Library)**
- 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)

Attachment B: “Component 10 (B) Voluntary Conversion Initial Assessments”

Attachment C: “Implementation of Public Housing Resident Community Service Requirements”

Attachment D: “Pet Policy”

Attachment E: “Statement of Progress in Meeting the 5-Year Plan Mission and Goals”

Attachment F: “Resident Membership of the PHA Governing Board”

Attachment G: “Membership of the Resident Advisory Board”

Attachment H: “Resident Survey Action Plan”

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
<input checked="" type="checkbox"/>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<input checked="" type="checkbox"/>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<input checked="" type="checkbox"/>	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	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.	
✓	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
✓	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
✓	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
NA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	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
✓	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
✓	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
NA	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
✓	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
✓	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures	Annual Plan: Grievance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> check here if included in Section 8 Administrative Plan	Procedures
✓	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
✓	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
✓	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
✓	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
NA	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
✓	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
NA	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	793	3	3	2	1	NA	NA
Income >30% but <=50% of AMI	860	2	2	2	1	NA	NA
Income >50% but <80% of AMI	1,208	1	2	2	1	NA	NA
Elderly	675	1	2	2	1	NA	NA
Families with Disabilities	NA	NA	NA	2	1	NA	NA
Race/Ethnicity(w)	2,796	NA	NA	2	1	NA	NA
Race/Ethnicity (b)	31	NA	NA	2	1	NA	NA
Race/Ethnicity (h)	10	NA	NA	2	1	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset (Sevier County Jurisdictional Area)
- 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	07/01/00-06/30/01
Waiting list total	385		135
Extremely low income <=30% AMI	340	88%	
Very low income (>30% but <=50% AMI)	42	11%	
Low income (>50% but <80% AMI)	3	1%	
Families with children	268	67%	
Elderly families	13	3%	
Families with Disabilities	20	5%	
Race/ethnicity (w)	382	99.2%	
Race/ethnicity (b)	2	0.6%	
Race/ethnicity (h)	1	0.2%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	89	23%	10
2 BR	164	43%	86
3 BR	117	30%	35
4 BR	15	4%	4
5 BR	0	0%	0

Housing Needs of Families on the Waiting List			
5+ BR	0	0%	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? NA			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community

- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	\$58,940	
b) Public Housing Capital Fund	\$440,335	
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$0	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
g) Resident Opportunity and Self-Sufficiency Grants	\$0	
h) Community Development Block Grant	\$0	
i) HOME	\$0	
Other Federal Grants (list below)	\$0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FFY 2001 CFP	\$440,335	Capital Improvements
FFY 2000 CFP	\$227,055	Capital Improvements

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	\$476,400	Operations
4. Other income (list below)		
Late Fees/Laundry/Vending	\$50,300	Operations
Interest Income/Excess Utilities	\$17,170	Operations
5. Non-federal sources (list below)		
Tothresources	\$1,710,535	

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 they apply

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) Personal References

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**

Not Applicable

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

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? **NA**

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

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

- 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: **NA**

(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)

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)

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)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

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

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

(6) Deconcentration and Income Mixing

a. Yes No: 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: **Not Applicable**

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)]

B. Section 8

Not Applicable

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

Not Applicable

- 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)

(2) Waiting List Organization

Not Applicable

- 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

Not Applicable

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

If yes, state circumstances below:

(4) Admissions Preferences

Not Applicable

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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.

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

Not Applicable

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0
- \$1-\$25
- \$26-\$50 (\$46.00)

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

3. If yes to question 2, list these policies below: **Not Applicable**

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?

The SHA uses HUD's required minimum rent hardship exemptions.

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

The SHA utilizes ceiling rents and flat rents identified in other sections of this component.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) **Not Applicable**

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)
- For all developments
 - For all general occupancy developments (not elderly or disabled or elderly only)
 - For specified general occupancy developments
 - For certain parts of developments; e.g., the high-rise portion
 - For certain size units; e.g., larger bedroom sizes
 - Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)
- Market comparability study
 - Fair market rents (FMR)
 - 95th percentile rents
 - 75 percent of operating costs
 - 100 percent of operating costs for general occupancy (family) developments
 - Operating costs plus debt service
 - The "rental value" of the unit
 - Other (list below)

f. Rent re-determinations:

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

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
 - Survey of rents listed in local newspaper
 - Survey of similar unassisted units in the neighborhood
 - Other (list/describe below)

The SHA has adopted its ceiling rents as flat rents for the plan year. However, the SHA is in the process of conducting a flat rent analysis to comply with the October 1, 2002 deadline for offering flat rents to residents.

B. Section 8 Tenant-Based Assistance Not Applicable

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.

Not Applicable

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

Not Applicable

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Component Not Applicable

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

Not Applicable

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

Not Applicable

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug		

Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

C. Management and Maintenance Policies Not Applicable

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

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.79 (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:

Not Applicable

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 Not Applicable

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

8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-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) **(See Table Library)**

-or-

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

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund) Not Applicable

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Not Applicable

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 **Not Applicable**

- 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: <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. 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)]

Component Not Applicable

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

Not Applicable

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Component Not Applicable

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 **Not Applicable**

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: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units

Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

Component Not Applicable

A. Public Housing

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

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

2. Activity Description **Not Applicable**

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)

<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

Not Applicable

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: **Not Applicable**

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)]

Component Not Applicable

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
Not Applicable

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants
Not Applicable

(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)

C. Welfare Benefit Reductions

Not Applicable

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Component Not Applicable

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

Not Applicable

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

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

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

- Safety and security survey of residents

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

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

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

Not Applicable

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

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

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

C. Coordination between PHA and the police

Not Applicable

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

Not Applicable

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 2002 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)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U S.C. 1437c(h))?
(If no, skip to component 17.)

2. Yes No: Was the most recent fiscal audit submitted to HUD?

3. Yes No: Were there any findings as the result of that audit?

4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? **NA**

5. Yes No: Have responses to any unresolved findings been submitted to HUD? **NA**
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Component Not Applicable

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:

Comments received from the Resident Advisory Board mainly pertained to the proposed physical improvements the SHA plans to undertake. All comments received showed favorable consideration to the proposed improvements as well as the overall PHA Plans.

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

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

- 1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

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

At the time of submittal of the PHA Plans, SHA does have a vacancy on the Board of Commissioners. The SHA is in the process of notifying the Resident Advisory Board of the availability of the position and giving reasonable time for a response as required by the QHWRA through regulations published in the October 21, 1999 Federal Register. It is anticipated that a resident will be appointed to the Board in November, 2001.

3. Description of Resident Election Process **Not Applicable**

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

- b. Eligible candidates: (select one)
 - Any recipient of PHA assistance
 - Any head of household receiving PHA assistance
 - Any adult recipient of PHA assistance
 - Any adult member of a resident or assisted family organization
 - Other (list)

- c. Eligible voters: (select all that apply)
 - All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
 - Representatives of all PHA resident and assisted family organizations
 - Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)
State of Tennessee, Tennessee Housing Development Agency

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 Plans.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - Other: (list below)

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

Please refer to the executive summary of the consolidated plan for the State of Tennessee

D. Other Information Required by HUD

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

19. Definition of “Substantial Deviation and Significant Amendment or Modification” [903.7(r)]:

The SHA and HUD will consider the following actions to be significant amendments or modifications.

- ✓ changes to rent or admission policies or organization of waiting list;
- ✓ additions of non-emergency work items (items not included in the current Annual Statement or Five Year Plan) or change in use of replacement reserve funds under the Capital Fund; and
- ✓ any change with the regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD.

Attachments

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

Attachment A “Deconcentration Policy”

It is Sevierville Housing Authority’s policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. The specific objective of the Sevierville Housing Authority is to house no less than 40 percent of its public housing inventory with families that have incomes at or below 30 percent of area median income by public housing development. The Authority will also take action to insure that no individual development has a concentration of higher income families. To meet this objective, the Authority will skip families on the waiting list to reach other families with a lower or higher income. This will be accomplished in a uniform and non-discriminatory manner.

The Sevierville Housing Authority will affirmatively market public housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments. The Authority will not, if at all possible, house families with incomes that exceed 30 percent of area median income in developments that already have 60 percent or more households with incomes that exceed 30 percent of the area median income.

Prior to the beginning of each fiscal year, the Authority will analyze the income levels of families residing in each development, the income levels of census tracts in which the developments are located, and the income levels of the families on the waiting list. Based on this analysis, the Authority will establish a numerical goal for housing 40 percent of new admissions to families whose incomes are at or below 30 percent of the area median income. The annual goal will be calculated by taking 40 percent of the total number of move-ins from the previous fiscal year. If necessary, the Authority will determine the level of additional marketing strategies and deconcentration incentives to implement to meet the objective of this policy.

Attachment B

“Component 10 (B) Voluntary Conversion Initial Assessments”

- a. How many of the PHA’s developments are subject to the Required Initial Assessment? **Four (4)**
- 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)? **None**
- c. How many Assessments were conducted for the PHA’s covered developments?
Four (4)
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
None	

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **Not Applicable**

Attachment C

“Implementation of Public Housing Resident Community Service Requirements”

- a. The 1998 Quality Housing and Work Responsibility Act of 1998 requires that nonexempt residents of public housing perform community service. HUD states that the provision is not intended to be perceived as punitive, but rather considered as rewarding activity that will assist residents in improving their own and their neighbors' economic and social well-being and give residents a greater stake in their communities.
- b. In order to be eligible for continued occupancy, each adult family member must either (1) contribute eight hours per month of community service or (2) participate in an economic self-sufficiency program, or a combination of the two, unless they are exempt from this requirement.
- c. Exempt individual
The following adult family members of tenant families are exempt from this requirement.
An adult who:
 - (1) Is 62 years or older;
 - (2) Is a blind or disabled individual, as defined under the Social Security Act, and who certifies that because of this disability she or he is unable to comply with the community service requirements.
 - (3) Family members who are the primary care giver for someone who is blind or disabled as set forth above.
 - (4) Family members engaged in work activity.
 - (5) Family members who are exempt from work activity under Part A of Title IV of the Social Security Act or under any other State welfare program, including the Welfare-to-Work program.
 - (6) Is a member of a family receiving assistance, benefits or services under a State program funded under Part A of Title IV of the Social Security Act or under any other State welfare program including Welfare-to-Work and who are in compliance with that program.
- d. All families will be given a written description of the service requirement, and of the process for claiming status as an exempt person. This will include the PHAs determination identifying the family members who are subject to the service requirement, and the family members who are exempt persons. The PHA will provide a form to any family members requesting exemption from the service and will advise the member what documentation is required to support the exemption. The PHA will approve or deny the request for exemption within 30 days from receipt of a request that includes required documentation. A family member may request an exempt status at anytime.
- e. The PHA will provide a listing of qualifying community service or self-sufficiency activities that will meet this requirement. This list may be updated by the PHA at anytime. Each nonexempt family member will be given a community service time sheet to track the monthly volunteer hours. A supervisor must sign and date each period of work. If qualifying activities are administered by an organization other than the PHA, a family

member who is required to fulfill a service requirement must provide signed community service time sheets certifying to the PHA by such other organization that the family member has performed such qualifying activities.

- f. The PHA must review family compliance with service requirements, and must verify such compliance annually at least thirty days before the end of the twelve month lease term. The PHA must retain reasonable documentation of service requirement performance in tenant files.
- g. If the PHA determines that there is a family member who is required to fulfill a service requirement, but who has violated this family obligation (noncompliant resident), the PHA must notify the tenant of this determination. The PHA notice to the tenant must:
 - (1) Briefly describe the noncompliance;
 - (2) State that the PHA will not renew the lease at the end of the twelve month lease term unless;
 - (a) The tenant, and any other noncompliant resident, enter into a written agreement with the PHA, in the form and manner required by the PHA, to cure such noncompliance, and in fact cure such noncompliance in accordance with such agreement; or
 - (b) The family provides written assurance satisfactory to the PHA that the tenant or other noncompliant resident no longer resides in the unit.
 - (3) State that the tenant may request a grievance hearing on the PHA determination, and the tenant may exercise any available judicial remedy to seek timely redress for the PHA's nonrenewal of the lease because of such determination.
- h. If the tenant or another family member has violated the service requirement, the PHA may not renew the lease upon expiration of the term unless:
 - (1) The tenant, and any other noncompliant resident, enter into a written agreement with the PHA, in the form and manner required by the PHA, to cure such noncompliance by completing the additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the twelve-month term of the new lease, and
 - (2) All other members of the family who are subject to the service requirement are currently complying with the service requirement or are no longer residing in the unit.
- i. In implementing the service requirement, the PHA may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by PHA employees, or replace a job at any location where residents perform activities to satisfy the service requirement.

Attachment D
“Pet Policy”

INTRODUCTION

The purpose of this policy is to establish the Sevierville Housing Authority’s (SHA) policy and procedures for ownership of pets and to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy because of ownership of pets. It also establishes reasonable rules governing the keeping of common household pets.

Nothing in this policy or the dwelling lease limits or impairs the right of persons with disabilities to own animals that are used to assist them. The Addendum Pet Policy governs the method and reasonable rules for keeping common household pets.

A. General Statement:

Residents of the Authority will be allowed to maintain the reasonable ownership of certain types of pets under the policies and regulations contained herein.

B. Mission Statement:

It is the intent of the Authority to abide by the new Federal regulations as set forth by the Department of Housing and Urban Development as it relates to Pets in Public Housing.

As such, this revised Pet Control Policy strives to invite responsible current and potential residents to keep, shelter and maintain pets within designated developments of the Authority. It is also intended to discourage the unlawful introduction of those pets, herein outlined, which are dangerous or vicious and which otherwise are deemed a menace to our Community.

The Authority believes that through vigorous oversight, a sense of responsibility and community involvement will enable this Policy to be implemented successfully.

C. Quality Housing & Work Responsibility Act of 1998 (ACT)

The Act under Subtitle B-Public Housing Part 2 – Admissions and Occupancy Requirements Section 526 Pet Ownership now requires that local housing authorities allow the reasonable ownership of pets in public housing. The regulations and policies of the Authority Pet Control Policy is in accordance with the Act’s pet ownership provisions.

1. **ACT's Pet Provisions:** Below is the Act's provisions concerning pet ownership in public housing:

SEC. 526. PET OWNERSHIP

Title 1 of the United States Housing Act of 1937 (42 U.S.C. 1437 et seq.), as amended by the preceding provisions of this Act, is further amended by adding at the end of the following section:

SEC. 31. PET OWNERSHIP IN PUBLIC HOUSING

- (a) **OWNERSHIP CONDITIONS.** – A resident of a dwelling unit in public housing (as such term is defined in sub section (c) may own 1 or more common household pets or have 1 or more common household pets present in the dwelling unit of such resident, subject to the reasonable requirements of the public housing agency, if the resident maintains each responsibly and in accordance with applicable State and local public health, animal control, and animal anti-cruelty laws and regulations and with the policies established in the public housing agency plan.
- (b) **REASONABLE REQUIREMENTS.** – The Reasonable requirements referred to in subsection (a) may include –
 - (1) Requiring payment of a nominal fee, a pet deposit or both, by residents owning or having pets present, to cover the reasonable operating costs to the project relating to the presence of pets present, to cover the reasonable operating cost to the project relating to the presence of pets and to establish an escrow account for additional costs not otherwise covered respectively:
 - (2) Limitation on the number of animals in a unit, based on unit size:
 - (3) Prohibitions on –
 - (a) types of animals that are classified as dangerous;
 - (b) individual animals, based on certain factors, including the size and weight of the animal; and
 - (4) Restrictions or prohibitions based on size and type of building or project, or other relevant conditions.

(c) **PET OWNERSHIP IN PUBLIC HOUSING DESIGNATED FOR OCCUPANCY BY ELDERLY OR HANDICAPPED FAMILIES.**

For purpose of this section, the term “public housing” as the meaning given the term in section 3 (b), except that such term does not include any public housing that is federally assisted rental housing for the elderly or handicapped, as such term is defined in section 227 (d) of the Housing and Urban – Recovery Act of 1983 (12 U.S.C. 1701r – 1 (d)).

(d) **REGULATIONS** – This section shall take affect upon the date of the effectiveness of regulations issued by the Secretary of HUD to carry out this section. Such regulations shall be issued after notice and opportunity for public comment in accordance with the procedure under section 553 of title 5, United States Code, applicable to substantive rules (notwithstanding subsection (a) (2), (b)(B), and (d)(3) of such section)

1. American Kennel Club Standards

Whenever possible the Authority shall utilize official American Kennel Club standards.

2. Definition of a Common Household Pet

A Common Household Pet is defined as any domesticated dog, cat, bird, rodent, turtle and fish. (Fish aquariums must be approved by the Authority and not be over ten (10) gallons and cannot be used for commercial purposes.)

D. Spaying and Neutering of Common Household Pets

All Pets (except fish and turtles) **must be spayed or neutered** before the pet can be registered with the Authority.

1. Animals that Assist the Handicapped/Disabled

The provisions of the Authority PCP shall not be applied in a manner which would prohibit seeing/hearing dogs used to assist a disabled or handicapped person. The Authority is committed to improving the lives of its handicapped or disabled residents through the Pet Policy. The following qualifications must be met in order for a resident to fall under the Handicap/Disabled provisions of the Pet Policy:

Article 1. Verification of Handicapped/Disabled Exemptions: To qualify for this exemption, an acceptable verification establishing the disability (blind/deaf) must be provided.

Article 2. Verification of Pet/Animal Training: All residents utilizing the Pet Policy's Handicapped/Disabled exemption must provide written verification in the form of a training certificate that the animal has been trained to assist a person with that specific handicap.

Article 3. Pet Assists Person with Handicap/Disability: For a resident to be allowed a pet under the Handicap/Disabled Exemption of Pet Policy, the pet/animal must actually assist that person with the Handicap/Disability.

2. Number of Common Household Pets Per Residency

Only one (1) Common Household Pet will be allowed per unit. (Fish are excluded from this provision of the Pet Policy.)

3. Abiding by Federal, State and Municipal Laws and Ordinances

All residents must abide by all applicable Federal, State and Municipal laws and ordinances concerning the care/treatment of animals.

4. Types of Allowable Pets

The following lists the types of pets allowed under the Authority's Pet Policy. (The Authority reserves the right to use discretion in the allowable weight and height of each pet.)

Article 1. Dogs and Cats must not weigh over **40** pounds each when fully grown. The pet owner must be able to carry his/her pet.

Article 2. Only pets with a gentle disposition will be allowed.

Article 3. No dog shall be more than **20** inches in height at the shoulder at maturity.

5. Pets not allowed

The following list the type of pets not allowed to reside within the Authority's residential units.

Article 1. Vicious or dangerous pets such as, but not limited to: Pit Bulls, Doberman Pinchers, German Shepherds, Huskies, Rotweillers, Chow Chows, poisonous reptiles and arachnoids.

Article 2. Only birds that can be held in a reasonable sized cage (as determined by the Authority) will be allowed. Farm animals and fowl are prohibited under any circumstances.

6. Conduct of Pets

The Authority reserves the right to require the removal of a pet if the conduct or condition is determined under the provisions of State and/or local law, in the discretion of the Authority to constitute a nuisance and/or threat to other residents, staff and the general public.

7. Designation of Pet/No-Pet Type of Pet Areas

The Authority reserves the right to designate buildings, floors of buildings, or sections of buildings as pet and no-pet areas. Authority management may direct such initial moves as may be necessary to establish pet and no-pet areas. The Authority will post signs and send notice to the residents concerning the designated pet/no-pet areas.

Article 1. The Authority can establish what type of breed of pets are allowed in the pet areas.

8. Inspections

The Authority can conduct inspections of units under the following articles:

Article 1. The Authority may enter and inspect the unit and premises, after reasonable notice during reasonable hours for compliance with the Pet Policy and other lease obligations.

Article 2. The Authority may also enter and inspect the unit if a written complaint is received alleging that the conduct or condition of the pet in the unit constitutes a nuisance or threat to the health and or safety of the other occupants or other persons in the community.

9. Responsible Parties

The resident/pet owner will be required to designate at least one responsible party for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

10. Pet Care & Conduct Regulations

The Authority reserves the right to establish Pet Care and Conduct Regulations. These regulations are established in order to maintain high quality of life for all of the residents and to ensure the safety of the staff and general public.

Article 1. No pet (excluding fish) will be left unattended in any unit for a period of fourteen (14) hours.

Article 2. All residents/pet owners shall be responsible for adequate care, nutrition, exercise and medical attention of his/her pet.

Article 3. Residents/pet owners must recognize that the other residents may be chemically sensitive or have allergies related to pets or may be easily frightened or disoriented by animals.

Article 4. Birds, rodents and turtles must be caged at all times.

Article 5. Dogs and cats shall remain inside the residents unit. No animals shall be permitted to be loose in hallways, lobby areas, Laundromats, yards, community rooms, or other common areas.

Article 6. When taken outside, dogs and cats must be kept on a leash at all times and controlled by an adult. Roaming of dogs and cats is strictly prohibited in all Authority developments.

Article 7. Residents shall not allow their pet to disturb, interfere or diminish the peaceful enjoyment of other residents. The terms “disturb, diminish and interfere” shall include, without limitation to barking, urinating in hallways, common areas or doorways, howling, chirping, biting, scratching, producing an odor that infringes on other peaceful enjoyment and other like activities.

Article 8. Residents must provide litter boxes for cat waste, which must be kept in the dwelling unit. Litter and waste must be placed in a plastic garbage bag and must be tied securely (airtight) and then timely disposed of in the nearest dumpster. Residents shall neither allow refuse from litter boxes to accumulate nor to become unsightly or unsanitary.

Article 9. Residents/pet owners are solely responsible for cleaning up pet droppings, if any, outside the unit and/or on the development grounds. Droppings must be disposed of by being placed in a plastic bag and then placed in a SHA Dumpster outside the development building.

Article 10. If pets are left for more than fourteen (14) hours unattended the Authority may enter the dwelling unit, remove the pet and transfer it to the proper authorities. SHA accepts no responsibility for the animal under such circumstances and the resident will be responsible for any costs that the Authority incurs as a result of the removal of such pet.

Article 11. Residents are prohibited from feeding or harboring stray animals. The feeding of stray animals shall consist of having a pet without written permission by the Authority.

Article 12. Pets not owned or registered by the resident with the Authority shall not be kept by the resident for any length in time or under any circumstances.

Article 13. No pet under any circumstances shall be left chained or leashed to Authority property outside or inside regardless of whether resident/pet owner is present.

Article 14. All leashes shall not exceed six (6) feet in length. Furthermore, the use of quick release leashes are forbidden.

Article 15. The Pet Owner shall acquire and maintain a "Pet Carrier," (Airline type) suitable for temporarily holding their Dog or Cat at times when maintenance is scheduled or requested, or when a "Notice of Entry" has been issued by the Authority.

Article 16. Should a residents pet give birth to a litter, all but one (1) of the pets must be removed from the Authority's Premises within six (6) weeks, and such occurrence shall be considered a flagrant violation of the Pet Policy, since all approved pets must be spayed or neutered at time of admittance to the Authority's Property. The Resident/Owner shall be refunded any remaining Pet Deposit and shall be prohibited from housing pets during their remaining Tenancy with SHA.

11. Licensing & Registration of Pets

The Authority reserves the right to establish reasonable guidelines for the registration and licensing of pets on Authority property. Furthermore, copies of documents including, but not limited to: Licensing, registration and training must be provided to the Authority at time of pet registration.

Article 1. Prior written Authority approval, evidenced by a signed lease addendum must be obtained prior to a resident owning or keeping a pet in a dwelling unit. (See Occupancy Lease)

Article 2. Residents must show written proof at the time the pet is registered from a licensed veterinarian of annual rabies, distemper and all other inoculations required by state and local law and that the animal has been spayed or neutered.

Article 3. All pets maintained by the residents must be registered with the Authority. This will include a photo of the dog or cat.

12. Pet Fees & Charges

The Authority reserves the right to establish reasonable fees and charges (in accordance with federal, state and municipal laws and ordinances) in order to enforce the Pet Policy.

Article 1. Pet Deposit: All residents/pet owners must pay a one time refundable Pet Deposit. The Pet Deposit shall pay for reasonable expenses directly attributed to the presence of the pet in the unit/development, including, but not limited to, the cost of repairs, replacement, fumigation of the unit, etc. The Pet Deposit for a dog or a cat is \$200.00 and must be "Paid-In-Full" before the pet is brought upon Authority Property. There is not a pet deposit required for fish, rodents or birds. The Pet Deposit will be refunded to the Resident, after any charges are deducted resulting from damage, if any, to the premises caused by the pet. The refund will be paid to the Resident upon his/her termination of residency or when pet is removed.

Article 2. Pet Registration Charge: All residents registering a pet for the first time must pay a one time Pet Registration Charge of \$15.00.

Article 3. Pet Waste Removal Charge: Residents/pet owners that do not pick up their pets droppings will be fined a Pet Waste Removal charge of \$5.00 per occurrence.

Article 4. Violation of Pet Policy Charges: The Authority shall establish a schedule for fees and/or charges to be assessed against the resident/pet owner who violated the Authority's Pet Policy. These charges and reasonable expenses directly attributable to the presence of the pet in the developments shall be deducted from the security deposit or charged to the pet owner if such charges exceed the pet deposit.

Article 5. Other Fees and Charges: The resident shall pay for the costs of repairs, any and all damages caused by the pet to the buildings, grounds, flooring, trim, finish, tiles, carpeting, and other appurtenances. If damage is in the nature of stains or chemicals requiring the removal of stains and such damage cannot be restored to the original condition, residents shall pay the full cost and expense of replacing the item.

13. Notice for Pet Removal & Termination of Tenancy

If the resident/pet owner and the Authority are unable to resolve a violation of the Pet Policy or the pet owner fails to correct the violation within ten (10) days, or such time as allowed by Federal and/or State law or fails to make a written request for a meeting to discuss the violation, the Authority may serve notice to remove the pet and/or terminate residents tenancy.

The notice shall contain:

1. A brief statement of the factual basis for the Authority's determination of the Pet Policy rule that has been violated.
2. The requirements that the resident/pet owner must remove the pet within ten (10) days, or such time as allowed by Federal and/or State law, of the effective date of the notice of pet removal.
3. The Pet's owner failure to correct the violation, to request a meeting or to appear at the requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

Attachment E

“Statement of Progress of Meeting the 5-Year Plan Mission and Goals”

Goal – Acquire or build units or developments: The Sevierville Housing Authority is currently in the process of looking into the feasibility of acquiring or building additional developments. By utilizing Low Income Housing Tax Credits, below market loans through the Federal Home Loan Bank’s Affordable Housing Program and/ or grants through the Tennessee Housing Development Agency, the SHA may be able to expand the supply of affordable housing throughout the area without traditional HUD assistance.

Goal – Improve public housing management: The SHA continues to work towards improving overall management. The SHA staff attends as many training programs related to public housing as is possible throughout the year to stay abreast of changing regulations.

Goal – Renovate or modernize public housing units: The SHA is continually upgrading its public housing units. With the inception of the Capital Fund Program, the SHA is now able to better plan and implement physical improvements. Recent improvements have included kitchen and bathroom renovations, interior painting, window replacement, HVAC installation, roofing, appliance upgrades, and interior doors replacement.

Goal – Provide or attract supportive services to improve assistance recipients employability: The SHA is currently in the process of establishing a computer networking system to learn and/or improve computer skills for its residents. Additionally, SHA is also trying to re-establish, with assistance from White Educational Center, adult basic education and G.E.D. courses to improve the recipients’ employability.

Goal – 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: The SHA continues to operate its public housing program in order to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability. The SHA’s operations and management, inspections, maintenance and modernization programs are spread equally among all developments.

Attachment F
“Resident Membership of the PHA Governing Board”

As required by the QHWRA through regulations published in the October 21, 1999 Federal Register, the SHA is currently in the process of notifying the Resident Advisory Board of the availability of a recently vacated position on the Board of Commissioners. After a reasonable response time for identifying potential residents to serve on the Board, the names will be forwarded to the Mayor of Sevierville for his appointment. It is anticipated that a resident will be appointed to the Board in November, 2001.

Attachment G
“Membership of Resident Advisory Board”

Mr. Edward Yelton
606 George Davis Avenue
Sevierville, Tennessee 37862

Mr. Guy Windsor
907 Jamesena Miller Drive
Pigeon Forge, Tennessee 37863

Mr. Scott Mahaffey
800 Eastgate Road
Apartment 1219
Sevierville, Tennessee 37862

Ms. Colleen Taylor
2332 David Lewelling Drive
Pigeon Forge, Tennessee 37863

Ms. Elizabeth Everhart
721 C.P. Wilson Drive
Sevierville, Tennessee 37862

Mr. Ron Franklin, Executive Director
500 Leo Sharp Road
Sevierville, Tennessee 37862

Attachment H “Resident Survey Action Plan”

Safety (78%)

The Sevierville Housing Authority has performed various improvements in an effort to alleviate the safety concerns of our residents. These improvements have consisted of installing numbered security entry lights with photo electric cells at Developments TN063-001 and 002, and installing security cameras in laundry areas at Developments TN063-004 and 005. Additional efforts by the SHA has been re-establishing a neighborhood watch program, coordinating community policy and requesting increased police patrols in all developments.

Neighborhood Appearance (78.3%)

The Sevierville Housing Authority has appropriated FFY 2000 and 2001 Capital Funds for performing various improvements to enhance the neighborhood appearance of their developments. Such improvements includes installing additional dumpsters and replacing curb side garbage containers in Developments TN063-001, 004 and 005, repairing sidewalks, retaining walls and roofs in Developments TN063-001 and 002, and improving grounds keeping and landscaping in all developments.

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

PHA Name: Sevierville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P06350102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0			
2	1406 Operations	18,735			
3	1408 Management Improvements	0			
4	1410 Administration	0			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	20,000			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	129,900			
10	1460 Dwelling Structures	199,000			
11	1465.1 Dwelling Equipment—Nonexpendable	72,700			
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	1499 Development Activities	0			
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant: (sum of lines 2 – 20)	440,335			

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

PHA Name: Sevierville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P06350102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	0			

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

PHA Name: Sevierville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P06350102 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	
TN063-001	Sewerline Improvements	1450	34 units	115,100				
Eastgate Homes	Install Washer/Dryer Connections	1460	34 units	34,000				
	Install Garbage Disposal/Dishwashers	1465.1	34 units	14,450				
TN063-002	Install Washer/Dryer Connections	1460	42 units	42,000				
Robert Howard	Install Stackable Washers/Dryers	1465.1	42 units	30,240				
Village	Install Garbage Disposal/Dishwashers	1465.1	42 units	12,810				
TN63-004	Playground Improvements	1450	1	14,800				
Robert Howard	Repair Flooring	1460	20 units	104,300				
Addition	Replace Appliances	1465.1	40 units	15,200				
TN063-005	Exterior Door Locks	1460	100 units	5,200				
Ridgewood	Bathroom Renovations	1460	100 units	13,500				
Village								
PHA-WIDE	Operating Expense	1406	1	18,735				
Operations								

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

PHA Name: Sevierville Housing Authority		Grant Type and Number Capital Fund Program No: TN37P06350102 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
TN063-001 Eastgate Homes	06/30/03			12/31/04				
TN063-002 Robert Howard Village	06/30/03			12/31/04				
TN063-004 Robert Howard Addition	06/30/03			12/31/04				
TN063-005 Ridgewood Village	06/30/03			12/31/04				
PHA-WIDE Operations	06/30/03			12/31/04				
PHA-WIDE Fees and Costs	06/30/03			12/31/04				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Sevierville Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 01/2003	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 01/2004	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 01/2005	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 01/2006
	Annual Statement				
TN063-001		0	174,545	29,000	0
TN063-002		134,935	110,090	194,600	73,900
TN063-004		80,400	23,200	67,000	0
TN063-005		183,000	87,500	86,735	289,435
PHA-WIDE		42,000	45,000	63,000	77,000
Total CFP Funds		440,335	440,335	440,335	440,335
Replacement Housing Factor Funds		0	0	0	0

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2003 PHA FY: 01/2003			Activities for Year: <u>3</u> FFY Grant: 2004 PHA FY: 01/2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	TN063-002	Site Improvements	28,000	TN063-001	Site Improvements	12,000
Annual	Robert Howard Village	Flooring	106,935	Eastgate Homes	Maintenance Building	162,545
Statement						
	TN063-004	Exterior Doors	10,400	TN063-002	Daycare Building	70,090
	Robert Howard Add.	Washer/Dryer Connects	48,000	Robert Howard Village	Daycare Playground Eq.	22,000
		Appliances	22,000		MMC Building Imp.	18,000
	TN063-005	Paint Handrails	28,000	TN063-004	Bathroom Renovations	23,200
	Ridgewood Village	Washer/Dryer Connects	120,000	Robert Howard Add.		
		Appliances	35,000			
				TN063-005	Site Imp./Dumpsters	15,300
	PHA-WIDE	Operating Expense	19,000	Ridgewood Village	Bathroom Renovations	46,200
	Operations				Appliances	26,000
	PHA-WIDE	A/E Fees	18,000	PHA-WIDE	Operating Expense	11,000
	Fees and Costs	Fees for Env. Rev.	1,500	Operations		
		Fees for Agency Plan	3,500			
				PHA-WIDE	A/E Fees	15,000
				Fees and Costs	Fees for Env. Rev.	1,500
					Fees for Agency Plan	3,500
				PHA-WIDE	Office Equip. Upgrades	14,000
				Nondwelling Equipment		
	Total CFP Estimated Cost		\$440,335			\$440,335

**Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities**

Activities for Year : <u>4</u> FFY Grant: 2005 PHA FY: 01/2005			Activities for Year: <u>5</u> FFY Grant: 2006 PHA FY: 01/2006		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
TN063-001	Fencing	26,000	TN063-002	Retaining Walls	73,900
Eastgate Homes	Accessibility Route	3,000	Robert Howard Village		
TN063-002	Guardrail	42,000	TN063-005	Kitchen Renovations	83,435
Robert Howard Village	Kitchen Renovations	113,600	Ridgewood Village	Flooring	206,000
	Washer/Dryer Connects	36,000			
	Accessibility Route	3,000	PHA-WIDE	Operating Expense	17,000
			Operations		
TN063-004	Kitchen Renovations	64,000			
Robert Howard Add.	Accessibility Route	3,000	PHA-WIDE	A/E Fees	15,000
			Fees and Costs	Fees for Env. Rev.	1,500
TN063-005	Kitchen Renovations	83,735		Fees for Agency Plan	3,500
Ridgewood Village	Accessibility Route	3,000			
			PHA-WIDE	Administrative Vehicle	18,000
PHA-WIDE	Operating Expense	9,000	Nondwelling Equipment	Maintenance Vehicle	22,000
Operations					
PHA-WIDE	A/E Fees	15,000			
Fees and Costs	Fees for Env. Rev.	1,500			
	Fees for Agency Plan	3,500			
PHA-WIDE	Office Equip. Upgrades	34,000			
Nondwelling Equipment					
Total CFP Estimated Cost		\$440,335			\$440,335

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

PHA Name: Sevierville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P06350101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 06/30/01 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		0	0
2	1406 Operations	0		0	0
3	1408 Management Improvements	0		0	0
4	1410 Administration	0		0	0
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	15,200		1,200	0
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	102,675		2,500	0
10	1460 Dwelling Structures	236,180		0	0
11	1465.1 Dwelling Equipment—Nonexpendable	31,280		8,500	0
12	1470 Non-Dwelling Structures	0		0	0
13	1475 Non-Dwelling Equipment	55,000		23,399	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Costs	0		0	0
18	1499 Development Activities	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	440,335		35,599	0

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

PHA Name: Sevierville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P06350101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/ Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/01	<input type="checkbox"/> Final Performance and Evaluation Report	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	0		0	0
23	Amount of line 21 Related to Section 504 compliance	0		0	0
24	Amount of line 21 Related to Security – Soft Costs	0		0	0
25	Amount of Line 21 Related to Security – Hard Costs	0		0	0
26	Amount of line 21 Related to Energy Conservation Measures	0		0	0

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

PHA Name: Sevierville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P06350101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN063-001	Landscaping	1450	1	11,400		2,500	0	3/02
Eastgate Homes	Playground Equipment	1450	1	17,545		0	0	9/02
TN063-002	Site Improvements	1450	1	62,930		0	0	9/02
Robert S. Howard	Roofing	1460	71 units	126,000		0	0	9/02
	Flooring	1460	39 units	29,900		0	0	9/02
	HVAC	1460	39 units	59,000		0	0	9/02
	Exterior Lighting	1460	39 units	2,080		0	0	9/02
	Appliances	1465.1	39 units	31,280		8,500	0	12/01
TN063-004	Landscaping	1450	1	4,200		0	0	9/02
Robert S. Howard	Site Improvements	1450	1	2,800		0	0	9/02
II	Exterior Lighting	1460	40 units	3,200		0	0	9/02
	Exterior Doors	1460	40 units	8,000		0	0	9/02
TN063-005	Landscaping	1450	1	3,800		0	0	9/02
Ridgewood	Exterior Lighting	1460	100 units	8,000		0	0	9/02

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

PHA Name: Sevierville Housing Authority		Grant Type and Number Capital Fund Program No: TN37P06350101 Replacement Housing Factor No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TN063-001 Eastgate Village	03/31/03			09/30/04			
TN063-002 Robert S. Howard	03/31/03			09/30/04			
TN063-004 Robert S. Howard II	03/31/03			09/30/04			
TN063-005 Ridgewood	03/31/03			09/30/04			
PHA-WIDE Fees & Costs	03/31/03			09/30/04			
PHA-WIDE Non-Dwelling Equipment	03/31/03			09/30/04			

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

PHA Name: Sevierville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P06350100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 06/30/00 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		0	0
2	1406 Operations	17,390		17,390	0
3	1408 Management Improvements	0		0	0
4	1410 Administration	0		0	0
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	13,000		4,912	4,093
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	4,800	0	0	0
10	1460 Dwelling Structures	355,450	365,346	179,063	132,943
11	1465.1 Dwelling Equipment—Nonexpendable	22,250	17,154	3,218	1,122
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	0		0	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Costs	20,400		1,652	1,052
18	1499 Development Activities	0		0	0
19	1501 Collaterization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	433,290		206,235	139,210

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

PHA Name: Sevierville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P06350100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report
 Performance and Evaluation Report for Period Ending: 06/30/00

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	0		0	0
23	Amount of line 21 Related to Section 504 compliance	0		0	0
24	Amount of line 21 Related to Security – Soft Costs	0		0	0
25	Amount of Line 21 Related to Security – Hard Costs	0		0	0
26	Amount of line 21 Related to Energy Conservation Measures	0		0	0

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

PHA Name: Sevierville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P06350100 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN063-001	Landscaping	1450	1	4,800	0	0	0	Deleted
Eastgate Homes	Replace Kitchen Cabinets	1460	34 units	14,800	34,800	14,260	5,997	9/02
	Repair Floors	1460	34 units	61,200	41,200	13,030	6,530	9/02
	Bathroom Renovations	1460	34 units	41,500		9,688	6,491	9/02
	Replace Light Fixtures/Outlets/Switches	1460	34 units	8,600		1,759	1,759	9/02
	Replace Interior Doors	1460	34 units	19,800		3,278	3,278	9/02
	Interior Painting/Sheetrock Repair	1460	34 units	35,100		14,710	9,521	9/02
	Replace Windows	1460	34 units	56,700		14,744	3,773	9/02
	Replace Storm Doors	1460	34 units	0	13,400	0	0	9/02
	Relocation Expense	1495.1	34 units	20,400		1,652	1,052	9/02
TN063-002	Replace Roofs	1460	71 units	74,500	0	0	0	Deleted
Robert S. Howard	Replace Carpeting in Elderly Units	1460	32 units	21,000	10,000	6,562	2,562	9/02
	Replace HVAC	1460	32 units	22,250	12,250	9,036	1,036	9/02
	Replace Appliances	1465.1	32 units	22,250	17,154	3,218	1,122	9/02
TN063-004	Install HVAC	1460	40 units	0	91,996	91,996	91,996	Completed
Robert S. Howard II								

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

PHA Name: Sevierville Housing Authority		Grant Type and Number Capital Fund Program No: TN37P06350100 Replacement Housing Factor No:				Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TN063-001 Eastgate Village	03/31/02			09/30/03			
TN063-002 Robert S. Howard	03/31/02			09/30/03			
TN063-004 Robert S. Howard II	03/31/02			09/30/03			
PHA-WIDE Operations	03/31/02			09/30/03			
PHA-WIDE Fees & Costs	03/31/02			09/30/03			

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

PHA Name: Sevierville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P06390399 Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 06/30/01 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		0	0
2	1406 Operations	45,000		45,000	45,000
3	1408 Management Improvements	6,640	4,633	4,633	4,633
4	1410 Administration	0		0	0
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	7,500	29,293	29,293	29,293
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	26,800	20,057	20,057	10,148
10	1460 Dwelling Structures	273,130	298,762	298,762	298,762
11	1465.1 Dwelling Equipment—Nonexpendable	18,620	15,390	15,390	15,390
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	83,171	47,726	47,726	45,966
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Costs	0		0	0
18	1499 Development Activities	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	460,861		460,861	448,602

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

PHA Name: Sevierville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P06390399 Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 06/30/01
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	0		0	0
23	Amount of line 21 Related to Section 504 compliance	0		0	0
24	Amount of line 21 Related to Security – Soft Costs	0		0	0
25	Amount of Line 21 Related to Security – Hard Costs	0		0	0
26	Amount of line 21 Related to Energy Conservation Measures	0		0	0

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

PHA Name: Sevierville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P06390399 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
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	
TN063-001	Site Improvements-Dumpsters	1450	2	3,320	4,122	4,122	4,122	Completed
Eastgate Homes	Install HVAC	1460	34 units	122,400	203,269	203,269	203,269	Completed
	Replace Roofing	1460	34 units	31,100	58,500	58,500	58,500	Completed
	Replace Cast Iron Drains	1460	34 units	9,860	3,040	3,040	3,040	Completed
	Replace Entry Locksets	1460	34 units	6,080	4,355	4,355	4,355	Completed
	Replace Strom Doors	1460	34 units	7,010	0	0	0	Deleted
	Replace Outside Spigots	1460	34 units	1,836	0	0	0	Deleted
	Install Illuminated Lights/Nos.	1460	34 units	2,346	2,021	2,021	2,021	Completed
	Sample Renovations	1460	2 units	0	11,800	11,800	11,800	Completed
	Replace Appliances	1465.1	34 units	18,620	15,390	15,390	15,390	Completed
TN063-002	Playground Improvements	1450	1	4,620	10,000	10,000	91	11/01
Robert S. Howard	Replace Retaining Walls	1450	1	8,200	0	0	0	Deleted
	Site Improvements-Dumpsters	1450	2	0	2,980	2,980	2,980	Completed
	Repair Sidewalks	1460	1	1,600	1,690	1,690	1,690	Completed
	Install Illuminated Lights/Nos.	1460	32 units	2,898	1,228	1,228	1,228	Completed
	Install HVAC	1460	2 units	0	2,900	2,900	2,900	Completed
	Replace Roofing	1460	2	0	9,960	9,960	9,960	Completed
	Install Picnic Tables	1475	1	1,420	1,368	1,368	928	11/01
	Upgrade HVAC	1475	1	2,160		2,160	2,160	Completed
	Community Room Furniture	1475	1	1,610	1,351	1,351	1,351	Completed

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

PHA Name: Sevierville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P06390399 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
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	
	Office Furniture	1475	1	3,850	5,110	5,110	5,110	Completed
TN063-004	Site Improvements-Dumpsters	1450	2	1,560	2,955	2,955	2,955	Completed
Robert S. Howard	Landscaping	1450	1	3,500	0	0	0	Deleted
II	Install HVAC	1460	40 units	88,000	0	0	0	Deleted
	Install Picnic Tables	1475	1	1,420	880	880	0	11/01
	Install Security Camera	1475	1	0	2,203	2,203	2,203	Completed
TN063-005	Repair BB Court Drain System	1450	1	2,200	0	0	0	Deleted
Ridgewood	Landscaping	1450	1	3,400	0	0	0	Deleted
Village	Office Furniture	1475	1	900	802	802	802	Completed
	Computer Equipment	1475	1	1,320	1,320	1,320	1,320	Completed
	Install Picnic Tables	1475	1	0	440	440	0	11/01
	Install Security Camera	1475	1	0	2,203	2,203	2,203	Completed
PHA-WIDE	Operating Funds	1406	1	45,000		45,000	45,000	Completed
Operations								
PHA-WIDE	Y-2K Computer Upgrades	1408	1	3,440	3,233	3,233	3,233	Completed
Management	Energy Audits	1408	1	3,200	0	0	0	Deleted
Improvements	Environmental Review	1408	1	1,400		1,400	1,400	Completed

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

PHA Name: Sevierville Housing Authority		Grant Type and Number Capital Fund Program No: TN37P06390399 Replacement Housing Factor No:				Federal FY of Grant: 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TN063-001 Eastgate Village	03/31/01		03/31/01	09/30/02			
TN063-002 Robert S. Howard	03/31/01		03/31/01	09/30/02			
TN063-004 Robert S. Howard II	03/31/01		03/31/01	09/30/02			
TN063-005 Ridgewood Village	03/31/01		03/31/01	09/30/02			
PHA-WIDE Operations	03/31/01		03/31/01	09/30/02			
PHA-WIDE Management Improvements	03/31/01		03/31/01	09/30/02			

