

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

PHA Plans

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: Nacogdoches Housing Authority

PHA Number: TX486

PHA Fiscal Year Beginning: (mm/yyyy) 04/2002

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)

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.

This is the Annual Plan for the Housing Authority of the City of Nacogdoches, Tx. The Housing Authority's fiscal year begins April 1, 2002. This Annual Plan is for fiscal year 2002.

Nacogdoches Housing Authority administers 76 units of Public Housing. The chart below gives the number of units by household type and bedroom size.

Elderly/Disabled			Family			
1-Br	2-Br	3-Br	1-Br	2-Br	3-Br	4-Br
16	4	3	0	10	41	2

Additionally, the Housing Authority administers 781 units of Section 8 tenant based assistance. A Board of Commissioners, consisting of five members appointed by the Mayor, oversees the agency. One member of the Board is a public housing resident. The Agency was established in 1975.

The mission of the Housing Authority, requires the Housing Authority to extend its role beyond housing assistance and develop programs which provide economic self-sufficiency to the families it serves. Also the Housing Authority is obligated to affirmatively further fair housing and deliver the programs in a way that all those served are treated equally with dignity and respect.

The Housing Authority plans to expand the supply of assisted housing by applying for additional vouchers for the rental assistance program and by applying for Low Income Housing Tax Credits to build a new apartment complex.

The Housing Authority has been designated Standard Performer under the HUD PHAS scoring we intend to improve our PHAS scores to at least a 90 and we intend to score at least 93 on the new SEMAP scoring for Section 8 programs

The Authority plans to increase the number of family members over 18 years of age who are employed by 10 percent over the next four years. We will accomplish this through a combination of flat rents, rent incentives, and by working closer with social service agencies to provide job training and employment opportunities.

The Housing Authority has adopted and implemented a voucher homeownership program. We plan to have at least 5 families buying their own home by subsidizing mortgage payments. Qualified families will be provided extensive counseling. They will also receive guidance in securing a down payment and financing.

The Agency has four primary sources of funding: operating, capital, Section 8, and Public Housing Drug Elimination Program grants. The figures in the Plan are estimates based on the most recent information in funding formulas. At the end of fiscal year 2001, operating reserves for the public housing program are estimated to be \$200,000. The agency is projecting administrative fee reserves for the Section 8 of \$60,000. after using approximately \$180,000 for property purchase to build an affordable rental apartment complex. The Agency expects to retain these reserve levels throughout the five year planning period.

The Housing Authority continues to operate under the guidelines of the court order in the Young Litigation. This order precludes some discretionary policies that the Authority would normally have under Federal law and regulations. As the regulations change the Authority must wait for HUD guidance as to the impact on the Young Case before changes can be made. The deconcentration and income targeting policies are an example of this. The PHA has amended policies to meet the deconcentration goals but must wait for HUD Young review before they are put into place.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration ATTACHMENT “A”
- PHA Management Organizational Chart ATTACHMENT “B”
- Public Housing Drug Elimination Program (PHDEP) Plan
- Progress Report on 5 Year Plan ATTACHMENT “C”
- Definition Of “Substantial Deviation” And “Significant Amendment Or Modification” ATTACHMENT “D”
- Section 8 Homeownership Capacity Statement ATTACHMENT “E”
- List of Resident Advisory Board ATTACHMENT “F”
- Resident Housing Authority Commissioner ATTACHMENT “G”
- FY 2000, 2001, 2002 Capital Fund Program Annual Statements UNDER COMPONENT 7 CAPITAL NEEDS PAGE # 26
- FY 2002 Capital Fund Program 5 Year Action Plan UNDER COMPONENT 7 CAPITAL NEEDS PAGE # 36
- Comments of Resident Advisory Board or Boards UNDER COMPONENT 18 OTHER INFORMATION PAGE # 50

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public	Annual Plan:

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	housing program	Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund Grant Program Annual Statement for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	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
	Approved or submitted applications for demolition and/or	Annual Plan: Demolition

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	disposition of public housing	and Disposition
	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
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	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	2,636	5	4	3	1	1	2
Income >30% but <=50% of AMI	1,372	5	4	3	1	1	2
Income >50% but <80% of AMI	1,508	3	4	3	1	1	2
Elderly	699	4	3	3	3	1	2
Families with Disabilities	NA						
Race/Ethnicity BLACK	1271	5	4	3	1	1	2
Race/Ethnicity HISPANIC	452	5	4	3	1	1	2
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: 1999
- 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 type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	468		243
Extremely low income <=30% AMI	378	81%	
Very low income (>30% but <=50% AMI)	88	19%	
Low income (>50% but <80% AMI)	2	0%	
Families with children	338	72%	
Elderly families	15	3%	
Families with Disabilities	55	12%	
Black Families	282	60%	
Hispanic Families	20	4%	
White Families	162	35%	
Amer. Indian	4	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	137	30%	8
2 BR	186	41%	2
3 BR	102	23%	17
4 BR	24	6%	0
5 BR			
5+ BR			

Housing Needs of Families on the Waiting List

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

If yes:

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

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

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)
Utilized desegregation vouchers for Young Litigation class members to move into areas that provide a desegregative housing opportunity.

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	155,000	
b) Public Housing Capital Fund	146,900	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,400,381	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	69,000	PUB. HOUSING OPERATIONS
4. Other income (list below)		
INTEREST INCOME	10,000	ADMINISTRATIVE
TENANT CHARGES	5,000	PUB HOUSING. OPERATIONS
5. Non-federal sources (list below)		
Total resources	3,786,281	

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):
90 days
- Other: (describe)

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)

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**

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

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

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

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

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists

- At the development to which they would like to apply
- Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
When addition of a family member would require non-married members of opposite sex to share a bedroom.
- Other: (list below)
Racial desegregation housing opportunity.

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.

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers).

(1) Eligibility

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

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

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

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

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

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

- Criminal or drug-related activity
 Other (describe below)
Information in the PHA possession about the tenancy history of family members.
The family's current address (as shown in the PHA records)
The name and address (if known to the PHA) of the landlord at the family's current and prior address.

(2) Waiting List Organization

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

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

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

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Extenuating circumstances such as hospitalization or a family emergency for an extended period of time that has affected the family's ability to find a unit.

The family has evidenced that they have made a consistent effort to locate a unit and request support services from the Housing Counselor, throughout the initial 60 day period with regard to their inability to locate a unit.

The family has turned in a Request for Lease Approval prior to the expiration of the 60-day period, but the unit has not passed Housing Quality Standards.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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)

Written notice as directed by the Fair Housing Service Center to those applicants who qualify for the desegregation vouchers in the Young Litigation.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

\$0

\$1-\$25

\$26-\$50

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

The PHA allows a deduction of \$1,000 per family per year of earned income from wages for Public Housing residents. A family that has less than \$1,000 in earned income will have that earned income reduced only to zero. Other types of income will not be reduced. During that period of time when the total earned income is not counted as a result of the phase-in requirements of the federal regulations, this deduction will not apply. Only after the phase-in has been completed and all earned income is counted, will the \$1,000 deduction kick in.

- 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) \$300 per month, only if reduction of rent has previously been requested by the family.
- Other (list below)

If family member is under the earned income phase in period a loss or gain of employment must be reported and may result in rent change.

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)
HUD published Fair Market Rents

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)
Exception payment standards have been approved by HUD for desegregative housing opportunities for class members in the Young litigation

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)
 - The need to allow families to move out of areas of minority concentration.
 - Actual contract rents for specific bedroom sizes.

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	75	25
Section 8 Vouchers	781	140
Section 8 Certificates	NA	
Section 8 Mod Rehab	NA	
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	
Public Housing Drug Elimination Program (PHDEP)	75	25
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

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

- “Nacogdoches Housing Authority Maintenance Plan”
- “Nacogdoches Housing Authority Public Housing Assignment and Occupancy Policy”
- “Grievance Procedure for Housing Owned or Managed by Nacogdoches Housing Authority”
- “Housekeeping Standards Video”
- “Handicap Modification Policy”
- “Collection Policy for Rent and Other Charges”
- “General Rules for Public Housing”
- “Monthly Police Call Log”

(2) Section 8 Management: (list below)

- “Administrative Plan”

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

Annual Statement/Performance and Evaluation Report

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

PHA Name: NACOGDOCHES HOUSING AUTHORITY	Grant Type and Number Capital Fund Program: CFP TX21P48650100 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------

Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:

 Performance and Evaluation Report for Period Ending: 9/30/2001
 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				
2	1406 Operations	74,530		74,530	74,530
3	1408 Management Improvements	12,000		9,039	9,039
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	21,203.50		21,157.60	21,157.60
10	1460 Dwelling Structures	6,000.00		6,000.00	6,000.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	29,146.95		3,150.00	3,150.00
13	1475 Nondwelling Equipment	1,649.55		1,649.55	1,649.55
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	144,530		115,526.15	115,526.15
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance	21,103.50		21,103.50	21,103.50
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

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

PHA Name: NACOGDOCHES HOUSING AUTHORITY	Grant Type and Number Capital Fund Program: TX21P48650101 Capital Fund Program 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: 9/30/2001
 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				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	14,500		14,000	0
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000			
10	1460 Dwelling Structures	20,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	102,381			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	146,881		14,000	
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

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

PHA Name: NACOGDOCHES HOUSING AUTHORITY	Grant Type and Number Capital Fund Program: Capital Fund Program 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				
2	1406 Operations	23,050			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	5,000			
10	1460 Dwelling Structures	92,450			
11	1465.1 Dwelling Equipment—Nonexpendable	12,000			
12	1470 Nondwelling Structures	4,000			
13	1475 Nondwelling Equipment	10,500			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	147,000			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security	2,000			
24	Amount of line 20 Related to Energy Conservation Measures	13,300			

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

PHA Name: NACOGDOCHES HOUSING AUTHORITY		Grant Type and Number Capital Fund Program #: Capital Fund Program Replacement Housing Factor #:			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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
TX24P486001 / SANDY OAKS	LAUNDRY EQUIPMENT REPLACEMENT	1475	9	6,500				
HA-Wide Activities	RANGE REPLACEMENTS	1465	10	7,000				
HA-Wide Activities	REFRIGERATOR REPLACEMENT	1465	10	5,000				
TX24P486001 / SANDY OAKS	INSTALL 220V OUTLETS FOR ELECTRIC RANGES	1460	38	9,500				
HA-Wide Activities	WATER HEATER REPLACEMENT	1460	19	9,500				
HA-Wide Activities	AIR CONDITIONING / HEATING REPLACEMENT AND REPAIR	1460	20	23,000				
HA-Wide Activities	NEW TELEPHONE JACKS IN MASTER BEDROOMS	1460	76	7,600				
TX24P486001 / SANDY OAKS	ADD LIGHTING OVER KITCHEN SINKS AND INSTALL FLORECENT LIGHTING IN KITCHENS	1460	38	13,300				
TX24P486001 / SANDY OAKS	INSTALL LIGHT SWITCHES IN PANTRIES	1460	35	3,500				
TX24P486001 / SANDY OAKS	RANGEHOOD REPLACEMENTS	1460	20	2,000				
TX24P486001 / SANDY OAKS	REPLACE BATHROOM VENTS	1460	38	3,800				
TX24P486001 / SANDY OAKS	REPAIR AND REPLACE GUTTERS	1460	38	6,000				
TX24P486001 / SANDY OAKS	A/C AND HEATING DUCT CLEANING	1460	35	14,250				

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

PHA Name: NACOGDOCHES HOUSING AUTHORITY		Grant Type and Number Capital Fund Program #: Capital Fund Program Replacement Housing Factor #:			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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
TX24P486001 / SANDY OAKS	ADD STEPS TO BACK PORCHES	1450	25	3,000				
TX24P486001 / SANDY OAKS	ADD SECURITY LIGHTS IN PLAYGROUND	1450	2	2,000				
TX24P486001 / SANDY OAKS	RENOVATION OF OFFICE SPACE	1470	1	4,000				
HA-Wide Activities	NEW LAWNCARE EQUIPMENT	1475	2	4,000				

(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 -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)

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

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
TX24P486001	SANDY OAKS	1	97%

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
WATER HEATER REPLACEMENTS	3,800	2003
AIR CONDITIONER REPLACEMENTS AND REPAIRS	9,500	2003
LAUNDRY WASHER & DRYER REPLACEMENTS	5,000	2003
COUNTER TOP REPLACEMENT	7,600	2003
DECORATIVE SHUTTERS ON ALL WINDOWS	10,000	2003
REPLACE INCANDESCENT LIGHT FIXTURES WITH FLORECENT	10,000	2003
SPRINKLER SYSTEM REPAIR	1,000	2003
STREETLIGHT REPAIR AND REPLACEMENT	3,000	2003
COUNTER TOP REPLACEMENT	7,600	2004
WATER HEATER REPLACEMENTS	3,800	2004
AIR CONDITIONER REPLACEMENT AND REPAIRS	9,500	2004
LANDSCAPING AND EROSION CONTROL	5,000	2004
KITCHEN CABINET REPAIR AND REPLACEMENT	8,000	2004
WATER HEATER REPLACEMENTS	3,800	2005
AIR CONDITIONER REPLACEMENT AND REPAIRS	9,500	2005
KITCHEN CABINET REPAIR AND REPLACEMENT	8,000	2005
FLOOR TILE REPLACEMENT	15,000	2006
AIR CONDITIONER REPLACEMENT AND REPAIRS	4,000	2006
KITCHEN CABINET REPAIR AND REPLACEMENT	9,500	2006
Total estimated cost over next 5 years	201,450	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
TX24P486002	PARKCREST	1	97%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
WATER HEATER REPLACEMENTS			3,800	2003
AIR CONDITIONER REPLACEMENTS AND REPAIRS			9,500	2003
COUNTER TOP REPLACEMENT			7,600	2003
DECORATIVE SHUTTERS ON ALL WINDOWS			12,000	2003
REPLACE INCANDESCENT LIGHT FIXTURES WITH FLORECENT			22,000	2003
SPRINKLER SYSTEM REPAIR			5,000	2003
COUNTER TOP REPLACEMENT			7,600	2004
WATER HEATER REPLACEMENTS			3,800	2004
AIR CONDITIONER REPLACEMENT AND REPAIRS			9,500	2004
LANDSCAPING AND EROSION CONTROL			5,000	2004
KITCHEN CABINET REPAIR AND REPLACEMENT			8,000	2004
WATER HEATER REPLACEMENTS			3,800	2005
AIR CONDITIONER REPLACEMENT AND REPAIRS			9,500	2005
KITCHEN CABINET REPAIR AND REPLACEMENT			8,000	2005
FLOOR TILE REPLACEMENT			15,000	2006
AIR CONDITIONER REPLACEMENT AND REPAIRS			9,500	2006
KITCHEN CABINET REPAIR AND REPLACEMENT			8,000	2006
Total estimated cost over next 5 years			147,600	
Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Developments	
TX24P486001-002	PHA wide	2	97%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
SECURITY MONITORS			2,000	2003
OFFICE EQUIPMENT			3,000	2003
NEW HOUSING AUTHORITY VEHICLE			25,000	2004
COMPUTER UPGRADES			15,000	2005
REPLACE LAWCARE EQUIPMENT			8,000	2006
Total estimated cost over next 5 years			109,100	

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description

1a. Development name:
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: (DD/MM/YY)
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)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description

1a. Development name:

1b. Development (project) number:

2. What is the status of the required assessment?

- Assessment underway
- Assessment results submitted to HUD
- Assessment results approved by HUD (if marked, proceed to next question)
- Other (explain below)

3. Yes No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

4. Status of Conversion Plan (select the statement that best describes the current status)

- Conversion Plan in development
- Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- Conversion Plan approved by HUD on: (DD/MM/YYYY)
- Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

INITIAL ASSESSMENT OF PUBLIC HOUSING TO TENANT BASED ASSISTANCE CONVERSION

PROJECTED INCOME IF CONVERTED TO MARKET RENT UNITS UNDER SECTION 8 TENANT BASED LEASE

# OF UNITS	BR SIZE	CURRENT FLAT RENT	PROJECTED MONTHLY INCOME	PROJECTED YEARLY INCOME
16	1	\$278.00	\$4,448.00	\$53,376.00
13	2	\$363.00	\$4,719.00	\$56,628.00
44	3	\$459.00	\$20,196.00	\$242,352.00
2	4	\$544.00	\$1,088.00	\$13,056.00
TOTALS	75		\$30,451.00	\$365,412.00
AT 97% OCCUPANCY			\$29,537.47	\$354,449.64
AVERAGE TENANT RENTAL PREVIOUS 3 FISCAL YEARS				\$55,613.42
HOUSING ASSISTANCE PAYMENTS REQUIRED BY HUD				\$298,836.22
SECTION 8 ADMIN FEES PAID BY HUD FOR PHA OWNED UNITS X NUMBER OF UNIT MONTHS UNDER LEASE				\$13,385.28
TOTAL COST TO HUD IF CONVERTED TO TENANT BASED				\$312,221.50
AVERAGE PUBLIC HOUSING OPERATING SUBSIDY PAST 3 FISCAL YEARS				\$93,306.00
AVERAGE CAPITAL FUND GRANT				\$145,705.50
TOTAL COST TO HUD UNDER PUBLIC HOUSING				\$239,011.50
DIFFERENCE IN COST TENANT BASED GREATER THAN PUB. HOUSING				\$73,210.00

Base on the greater projected cost to HUD if converted to tenant based assistance, conversion is not feasible at this time.

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

Financing for purchase of a home under our section 8 homeownership program will: be provided, insured or guaranteed by the state or Federal government; or comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA 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? 06/29/2000

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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

The current Policy on the Community Service Requirement is included as Section XXIV of the “Nacogdoches Housing Authority Public Housing Assignment and Occupancy Policy”, that has been submitted to HUD

Our policies define Community Service as volunteer work that includes but is not limited to: Work at a local school, hospital, or childcare center, Work with youth organizations, Work at the Authority to help improve physical conditions, Work at the Authority to help with children’s programs, Helping neighborhood groups with special projects, Working through resident organization to help other residents with problems. Political activity is not allowed.

Self Sufficiency Activities are defined as: activities which include, but are not limited to: Job training programs, Substance abuse or mental health counseling, English proficiency or literacy (reading) classes, Budgeting and credit counseling. Any kind of class that helps a person toward economic independence.

The eight (8) hours per month may be either volunteer work or self sufficiency program activity or a combination of the two. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the

schedule. Activities must be performed within the community and not outside the jurisdictional area of the Authority.

At lease execution or re-examination after October 1, 2000, all adult members (18 or older) of a public housing resident family must: 1) provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and 2) sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.

At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.

If a family member is found to be non-compliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.

To the greatest extent possible and practicable, the Authority will provide names and contacts at agencies that can provide opportunities for residents to fulfill their Community Service obligations and provide in-house opportunities for volunteer work or self sufficiency programs.

At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members. If the Authority finds a family member to be non-compliant, the Authority will enter into an agreement with the non-compliant member and the Head of Household to make up the deficient hours over the next twelve (12) month period. If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the non-compliant member agrees to move out of the unit.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority

- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

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

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

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

2. Which developments are most affected? (list below)
Sandy Oaks, Parkcrest

C. Coordination between PHA and the police

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

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

3. Which developments are most affected? (list below)
Sandy Oaks, Parkcrest

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2002 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

The current Pet Policy is included as Section XIX of the “Nacogdoches Housing Authority Public Housing Assignment and Occupancy Policy”, that has been submitted to HUD.

The policy allows pets to all resident households as long as the household follows the policies. Only common household pets are allowed. They must be approved and registered by the manager. Proof of inoculation is required for all animals required to be inoculated by State or local law. The household must provide the name address and phone number of a responsible party to care for the pet if resident is incapacitated. The number and size of warm-blooded pets is restricted. Dogs and cats must be neutered or spayed. Pets must be quartered and fed inside the unit only. Pets are not allowed to leave waist on other resident’s lawns or common areas. Warm blooded pets may not be left unattended for more than 24 hours. A pet deposit of \$100 is required but may be paid at \$50 up front and \$10 per month. Procedures for pet policy violations are set out in the policy. Procedures for the protection of the pet in case the owner is incapacitated are set out in the policy.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment (File name)
- Provided below:

RESIDENT ADVISORY BOARD MEETING 11/12/2001

Those present: Mattie Fontaine, Vice-Pres., Sandy Oaks, Mary Jo Patton, Secretary, Vanessa Thorn, Treas., Ruby Nell Davis, Park Crest Pres., Peggy Greer, Public Housing Manager.

Peggy Greer opened the meeting with a discussion of the proposed changes to the policies governing resident selection, and occupancy for public housing.

1. A change in the provision requiring all people who are added to a lease to be related to the head of household by blood or marriage is proposed which would remove the six month requirement as evidence of a stable family relationship. There was a general discussion where issues of adoption and foster parenting were raised. Mattie Fontaine expressed concern that there would be excessive number of people moving in and out due to women changing boyfriends and moving them in and out. Mary Jo Patton expressed concern that people would attempt to add individuals in order to change bedroom size or to be able to transfer to another complex. Peggy indicated that it is still at the discretion of the Housing Authority whether to add any individuals and that the factors considered are whether the addition of another household member would require transfer to another unit. All present indicated that they are in favor of dropping the six-month requirement.
2. We discussed the proposed change in minimum rent from \$50 to \$25. All voted in favor of the proposed change except Vanessa Thorn. She indicated that she is against the proposal because she feels that the more breaks people are given financially the less incentive they have to get out and go to work. Mary Jo asked for clarification of the provisions governing the minimum rent hardship exemption.
3. Proposed change in utility allowance—1BDR will change from 75 to 78 dollars; 2BDR \$94 to \$97; 3BDR, \$112 to \$114, and 4BDR from \$ 131 to \$ 133. All were in favor with no abstentions. Mattie Fontaine indicated some concern that the lower rents resulting from the increase in utility allowances may cause some disabled residents to lose their food stamp benefits.
4. Increase in flat rents—General discussion of flat rents and how they are calculated. Peggy indicated that they are based on fair market rents. All voted against this provision except Mary Jo Patton. She indicated that she did not want to vote on this measure because she is not affected by flat rent policy.
5. Change in reporting guidelines. General discussion of the provision to change the reporting guidelines so that residents do not have to report changes in income unless they are greater than \$300 per month unless there has been a tenant requested change for decrease. Approved by all members.
6. Drug Elimination Grant—Peggy indicated that the Payettes are leaving so there may be some changes in the Drug Elimination program under new leadership.
7. Proposed changes included: Ruby Davis asked that more money be spent to provide the children with opportunities to participate in community based activities instead of playing games and doing arts and crafts in the community room. Vanessa Thorn asked that part of the money be used to pay for the physical exams required for some of the children to play sports. Mattie Fontaine said that money to help children who are interested in being in marching or concert band.
8. Discussion of proposed budget items. All items were approved. Vanessa Thorn and Mary Patton asked why it takes so long for the money to be released for items. The ceiling fans and phone jacks that were voted on last year have not been installed yet. Peggy indicated that the items have been approved. When the funds are made available the bids for the work will go out and the work will be done.
9. Vanessa Thorn asked that guidelines be included in the plan regarding set time frames for the replacement of appliances.

Peggy asked for ideas and suggestions. A follow-up meeting was scheduled for December 3, 2001 at Sandy Oaks.

RESIDENT ADVISORY BOARD MEETING 12/03/2001

Those present: Peggy Greer, Ruby Davis, Mattie Fontaine, Vernita Burgess, Vanessa Thorn, Mary Jo Patton

The meeting was opened by Peggy Greer who asked for a discussion of term limits for Resident Advisory Board members. A motion was made by Mary Jo Patton that there be no term limits, and that advisors be allowed to sit on the Board for as long as they are willing to do so. Vanessa Thorn seconded. No response from the Section 8 resident advisory board representative Terri Short so Paula Bruton, a public housing resident who just transferred to Section 8 will be asked to sit on the board in her place for the coming year. Molly Lampe has indicated that she is no longer interested in sitting on the board. Vernita Burgess and Mattie Fontaine accepted appointment to the Resident Advisory Board by the current members. The members of the board also decided that since we have tenant associations that the Resident Advisory Board would only meet as needed to advise the Board of Commissioners.

General discussion of PHA Plan.

Vanessa Thorn-- indicated that the plan does not include installing electric plugs in the pantries as had been previously discussed. Vanessa also expressed concern about the flat rent adjustment and wanted to know the circumstances under which the flat rent could be adjusted. Peggy indicated that tenants could switch to income-based rent if they were faced with economic hardship such as loss of job or other income.

Mattie Fontaine—When laundry equipment is replaced could a commercial sized washer and dryer suitable for washing comforters and other large items be added? She also asked that the price to wash and dry clothes remain at the 50 cents level. Ms. Fontaine indicated that she does not think that the gutters need replacing. Peggy pointed out that the gutters around the buildings in the disabled and elderly section are in better condition than those in the family sections where some portions of the gutters are bent and gapping out from the buildings. Vanessa Thorn added that she is aware that the buildings in the family section do show more wear and tear than those in the D& E section because of the children's activities in and around the buildings. Ms. Fontaine also had questions about the proposed change from gas to electric stoves. A discussion ensued on safety issues related to gas stoves. Mary Jo Patton indicated that if we convert to electric cooking that all gas appliances should be eliminated so that the need for paying that additional utility will not exist at all. Vanessa indicated that she is opposed to going to all electric appliances because of the hardship it would create if someone's electricity gets turned off even though utilities are supposed to remain on at all time.

Ruby Davis—expressed concern over summer watering and plans to expand the sprinkler system. Peggy indicated that expansion of the sprinkler system should not affect the resident water bills.

Peggy asked how residents felt about security of complexes and whether advisors feel that money should be set aside to provide on-site security due to a recent increase in crime in the surrounding area. All agreed that they feel secure in their complexes and do not feel the need for security personnel in the near future.

Vanessa Thorn—Asks that the computers and equipment in the community room be more accessible to the children. She also stated that she had seen an advertisement for an eight-week course on the Internet. When you complete the course you are given a computer. Peggy asked that she bring the information on the program to determine whether we are interested. Peggy indicated that easier access for children will be considered but currently a key to the community room cannot be released to anyone under age 18. Ms. Vernita indicated that we might be able to establish a mentoring program whereby interested adults would agree to keep the center open for the children to use the equipment. Mattie said that she feels that parents should accompany children if they are in the community room.

Peggy asked that we go through the plan and address specific aspects.

All members agree on current eligibility criteria, but need more stringent screening measures housekeeping and rental history.

Ruby Davis asked that the board consider giving preferences to individuals who need emergency housing due to loss of their homes and for other reasons. A general discussion of preferences ensued including the difficulty in developing preference criteria.

Vanessa Thorn indicated that she would like the PHA to establish ceiling rents next year.

Peggy asked for final comments and suggestions.

Mattie Fontaine noted that Martha Creasy contacted her to let her know that she still wants to be on the advisory board but is out of town with her father who is critically ill. A copy of the plan will be sent to her for her consideration as soon as we can obtain a forwarding address.

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:

Added planned funding additional steps at back porches of Sandy Oaks, light switches for pantries, and gutter replacement and repair. Set aside Public Housing Operating funds to replace PHDEP funds for use in sponsoring children's activities.

Other: (list below)

Set aside Public Housing Operating funds to replace PHDEP funds for use in sponsoring children's activities. Addressed other concerns through regular operating funds.

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: State of Texas

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- Other: (list below)

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

Sarah Dale Anderson the Director of Strategic Planning for the State of Texas certified that this Annual Plan is consistent with the State Consolidated Plan. No actions and commitments were specified.

D. Other Information Required by HUD

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

Attachments

ATTACHMENT “A”

ADMISSIONS POLICY FOR DECONCENTRATION

This section will only be implemented if allowed by HUD, in writing, under the Young litigation procedures.

A. OBJECTIVE

The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the PHA is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also the PHA will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the PHA does not concentrate families with higher income levels, it is the goal of the PHA not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The PHA will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the PHA’s computer system.

B. ACTIONS

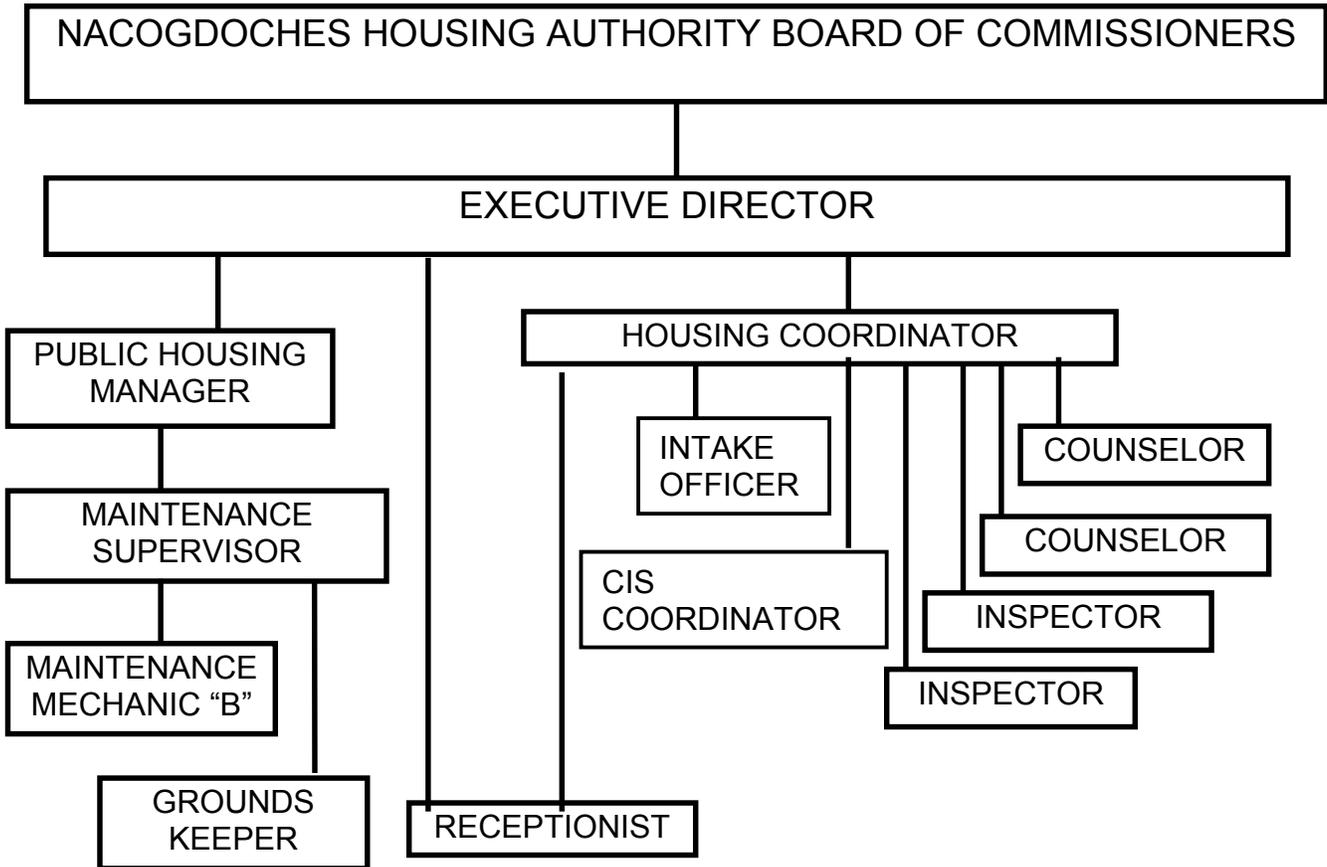
To accomplish the deconcentration goals, the PHA will take the following actions:

1. At the beginning of each PHA fiscal year, the PHA will establish a goal for housing 40% of its new admissions with families whose incomes are at or below 30% of the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous PHA fiscal year.
2. To accomplish the goals of:
 - (a) Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income; and
 - (b) Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income;

The PHA’s Tenant Selection and Assignment Plan, provides for skipping families on the waiting list to accomplish these goals if allowed in writing by HUD under the Young Litigation procedures.

ATTACHMENT "B"

NACOGDOCHES HOUSING AUTHORITY
MANAGEMENT ORGANIZATION CHART



ATTACHMENT “C”

PROGRESS REPORT ON 5-YEAR PLAN

PHA Goal: Expand the supply of assisted housing

The PHA applied for 80 Fair Share Vouchers and was awarded 80 additional Housing Choice vouchers

The PHA is currently considering tax credit application for 2002

The PHA is currently working on a bond financed 221d3 project with a consultant. The biggest obstacle is the low Fair Market Rents will not allow for adequate cash flow to pay for new construction. Requests for higher FMRs have been made to HUD. Purchase of property for this development using Section administrative reserves should occur by 11/16/2001.

PHA Goal: Improve the quality of assisted housing

The PHA advisory score for FYE 3/31/2000 is 82.5. To increase score we are training our inspectors, maintenance, and manager on the “Uniform Physical Conditions Standards” inspections and cutting our lease-up time.

SEMAP scores have not yet been released

PHA Goal: Increase assisted housing choices

46% of new admissions in the current fiscal year where mobility counseled.

45 new landlords have been recruited in the current fiscal year.

PHA has participated in a demonstration project with HUD that allowed higher Payment Standards and other incentives for new housing opportunities in desegregative housing areas. This project has been successful placing 54 families in desegregative housing and may continue past the ending date of 1/15/2002.

PHA has establishing banking and homeownership counseling partners with the Pineywoods Home Team, Inc.

PHA Goal: Provide an improved living environment

A sprinkler system was installed at Sandy Oaks.

New trees and bushes have been planted and additional landscaping will continue.

A new laundry facility was completed at Parkcrest.

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

PHA is tracking the number of employed family members to document any increases but has insufficient data at this time.

Some Section 8 participants are beginning homeownership counseling and approval.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

PHA is continuing to follow the guidelines of the Young litigation which promotes equal housing opportunities. PHA has currently provided 110 families with desegregative housing in fiscal year beginning 4/1/2001

ATTACHMENT “D”
DEFINITION OF “SUBSTANTIAL DEVIATION” AND “SIGNIFICANT
AMENDMENT OR MODIFICATION”

A substantial deviation from the five year plan means: any change in the mission statement or type of goals as marked in the five year plan or any reduction in the specific goals as stated in the plan.

A significant amendment or modification to the five-year or annual plan means:

Any policy changes in eligibility, selection and admission unless such changes are required by changes in Federal law, regulations or court order.

Any policy changes in rent determination unless such changes are required by changes in Federal law, regulations or court order.

Any changes to grievance procedures.

ATTACHMENT “E”
SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT

It is required that financing for purchase of a home under the Nacogdoches Housing Authority section 8 homeownership program will: be provided, insured or guaranteed by the state or Federal government; or comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

ATTACHMENT “F”
NACOGDOCHES HOUSING AUTHORITY RESIDENT ADVISORY
BOARD

Martha Creasy—Resident Commissioner/Advisory Board Sandy Oaks
804 Jordan # 1501
Nacogdoches Texas 75964

Vernita Burgess —Resident Advisory Board Sandy Oaks
804 Jordan # 201
Nacogdoches, Texas 75964

Mattie Fontaine—Resident Advisory Board Sandy Oaks
804 Jordan # 404
Nacogdoches, Texas 75964

Mary Jo Patton—Resident Advisory Board Sandy Oaks
804 Jordan # 502
Nacogdoches, Texas 75964

Paula Bruton—Section 8 Resident Advisory Board Member
215 Quailridge St.
Nacogdoches, Texas 75961

Vanessa Thorn—Resident Advisory Board Sandy Oaks
804 Jordan # 1301
Nacogdoches, Texas 75964

Ruby Davis—Resident Advisory Board Parkcrest
2515 Daybreak
Nacogdoches, Texas 75961

ATTACHMENT “G”
NACOGDOCHES HOUSING AUTHORITY RESIDENT COMMISSIONER

Martha Creasy—Resident Commissioner appointed by City Commission 4/22/00 term expires 4/21/02
804 Jordan # 1501
Nacogdoches Texas 75964