

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

WV018v02

BluefieldHousingAuthority

AnnualPlanforFiscalYear2002
FiveYearPlanforFiscalYears2002 -2006

**PHAPlan
AgencyIdent ification**

PHAName: HousingAuthorityoftheCityofBluefield

PHANumber: WV018

PHAFiscalYearBeginning: 07/2002

PublicAccesstoInformation

Informationregardinganyactivitiesoutlinedinthisplancanbeobtainedby contacting:(selectall hatapply)

- MainadministrativeofficeofthePHA -1600HillAvenue,Bluefield,WV 24701
- PHAdevelopmentmanagementoffices
- PHAlocaloffices

DisplayLocationsForPHAPlansandSupportingDocuments

ThePHAPlans(i ncludingattachments)areavailableforpublicinspectionat:(selectall thatapply)

- MainadministrativeofficeofthePHA -1600HillAvenue,Bluefield,WV 24701
- PHAdevelopmentmanagementoffices
- PHAlocaloffices
- Mainadministrativeofficeofthelocalgovernment
- MainadministrativeofficeoftheCountygovernment
- MainadministrativeofficeoftheStategovernment
- Publiclibrary
- PHAwebsite
- Other(listbelow)

PHAPlanSupportingDocumentsareavailableforinspectionat:(selectallthatapply)

- MainbusinessofficeoftheBluefieldHousingAuthority
- PHAdevelopmentmanagementoffices
- Other(listbelow)

**AnnualPHAPlan
PHAFiscalYear2002**
[24CFRPart903.7]

i. AnnualPlanType:

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

TheHousingAuthorityoftheCityofBluefieldhaspreparedthisAgencyPlanin compliancewithSection511oftheQualityHousingandWorkResponsibilityAct of1998andtheensuingU.S.DepartmentofHousingandUrbanDevelopment regulations.

ThefollowingMissionStatementhasbeenadoptedtoguidetheHousingAuthority’s activities:

The mission of the Housing Authority of the City of Bluefield is to assist low income, very low income, and extremely low income families obtain safe, decent and affordable rental housing, primarily through the administration of the Housing Choice Voucher Program, the Public Housing Program, and the Section 8 Moderate Rehabilitation Program. The Housing Authority is committed to operating its programs in an efficient, ethical and professional manner. The Bluefield Housing Authority will, as much as possible, assist families as they strive to achieve self-sufficiency through the creation and maintenance of partnerships with its clients and appropriate community agencies and organizations.

The Bluefield Housing Authority has adopted the following goals and objectives for the next five years:

GOAL 1 –MANAGEMENT

Manage the Bluefield Housing Authority’s public housing program in an efficient, effective, professional and progressive manner, with the goal being to qualify as a U.S. Department of Housing and Urban Development -designated “High Performer.”

Objectives

1. HUDshallrecognizetheBluefieldHousingAuthorityasahigh -performing publichousingagencyeachyear. Measurableoutcome:Scoreof90in2004
2. TheBluefieldAuthorityshallmakeitspublichousingdevelopments more marketabletoallapplicableandqualifiedpopulationsintheareabycontinuing toimprovethephysicalcondition,residentservices,residentsatisfaction,and mannerofmanagement. Measurableoutcome:ImproveRASScoresin2002, 2003,2004,2005and2006.
3. TheBluefieldHousingAuthoritywillencourageandpromoteamotivated workenvironmentwithcapableandefficientemployeeswhowilloperateina courteousandcustomer -friendlymanner. Measurableoutcome:Higherscores inResidentSatisfactincomponentofRASSinFY2002 -2006
4. ByJune30,2003,theBluefieldHousingAuthoritywillcontinuetohavea waitinglistofsufficientsizesothatitspublichousingunitscanbereoccupied within21daysoftheunitsbecomingvacant.Measurableoutcom e: Unit Turnaroundtimeof21daysbyJune30,2003.

GOAL2 –MARKETABILITY

EnhancethemarketabilityoftheBluefieldHousingAuthority’s twopublichousing developments.

Objectives

1. TheBluefieldHousingAuthorityshallachievealevelofcustomersa tisfaction thatgivestheagencythehighestscorepossibleinthiselementofthePublic HousingAssessmentSystem.
2. TheBluefieldHousingAuthoritywillremoveallgraffitiwithin24hoursof discoveringit.
3. TheBluefieldHousingAuthoritywillachieve propercurbappealforitspublic housingdevelopmentsbycontinuingtoimprovelandscapingbyJune30,2003.
4. TheBluefieldHousingAuthoritywillcontinuetoseekfederalfundingforthe modernizationofitsproperties.

GOAL3 –SECURITY

Provide a safe and secure environment in the Bluefield Housing Authority’s public housing developments.

Objectives

1. The Bluefield Housing Authority will improve communications with the jurisdictions’ police force to receive expedient reports of crime at its public housing communities. c
2. The Bluefield Housing Authority will continue its efforts to have three active duty police officers residing in each of its public housing communities.
3. The Bluefield Housing Authority shall reduce its evictions due to use or possession of illegal drugs and for other criminal activities by 10% by June 30, 2003 through aggressive applicants screening and education programs for adults and youth.
4. The Bluefield Housing Authority will continue to maintain and monitor its security efforts, such as the Security Gate, in its public housing communities, and will continue to monitor the newly installed security cameras. The Housing Authority will also be adding more security cameras to the recently installed ones in order to have a better view of the developments.
5. The Bluefield Housing Authority will continue to work with residents and appropriate law enforcement agencies to establish an officially recognized “Neighborhood Crime Watch.”

GOAL4 –TENANT -BASEDHOUSING

Expand the range and quality of housing choices and programs available to participants in the Bluefield Housing Authority’s tenant -based rental assistance programs.

Objectives

1. The Bluefield Housing Authority will achieve a utilization rate of 98% in its tenant-based program by June 30, 2003.
2. The Bluefield Housing Authority will continue with its’ outreach program to attract new landlords to participate in its rental assistance programs.
3. The Bluefield Housing Authority will seek additional Housing Choice Vouchers should they become available.
4. The Bluefield Housing Authority will aggressively seek additional types of federal assistance for any new rental or homeownership programs that may be

offered during the next five years in order to expand the range of housing choices.

GOAL 5 – FISCAL RESPONSIBILITY

Ensure full compliance with all applicable standards and regulations, including governmental generally accepted accounting practices.

Objectives

1. The Bluefield Housing Authority shall operate so that its income exceeds expenses every year.
2. The Bluefield Housing Authority will continue stepped up anti -fraud efforts.
3. The Bluefield Housing Authority will maintain its current level of public housing operating costs for three years despite inflation.

The Bluefield Housing Authority's Agency Plan is based on the premise that if its goals and objectives are accomplished, the agency will be working toward the achievement of its mission, as outlined previously.

The plans, statements, budget summary, policies, etc., set forth in the Annual Plan all lead toward the accomplishment of the Housing Authority's goals and objectives. Taken as a whole, they outline a comprehensive approach toward the Housing Authority's goals and objectives and are consistent with West Virginia's Consolidated Plan. Among the highlights of the Plan:

The Bluefield Housing Authority has:

- Installed a security camera system to increase safety and security in its developments
- Upgraded Payment Standards for the Voucher Program to 110% of the Fair Market Rents in order to provide a wide range of available housing choices.

In conclusion, the Bluefield Housing Authority is on a course to better assist eligible families throughout its jurisdiction, and will do so in a financially sound and prudent manner.

iii. Annual Plan Table of Contents

[24 CFR Part 903.79(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

Indicatewhichattachmentsareprovidedbyselectingallthatapply .Providetheattachment'sname(A, B,etc.)inthespacetotheleftofthenameoftheattachment.Note:Iftheattachmentisprovidedasa **SEPARATE**filesubmissionfromthePHAPlansfile,providethefilenameinparenthesesinthespace totherigh tofthetitle.

RequiredAttachments:

- AdmissionsPolicyforDeconcentration
- FY2002CapitalFundProgramAnnualStatement(ATTACHMENTA)
- Mostrecentboard -approvedoperatingbudget(RequiredAttachmentforPHAs thataretroubledoratriskofbeingdesignatedtroubledONLY)
- XResidentMembershiponthegoverningBoard(PleaseseeSection18b)

OtherAttachments:

- FY2002CapitalFundProgram5YearActionPlan(ATTACHMENTB)
- Comments,ifany, ofResidentAdvisoryBoard(ATTACHMENTC)
- NamesofResidentAdvisoryBoardmembers(ATTACHMENTD)
- CustomerSatisfactionFollowUpPlan(ATTACHMENTE)
- PetPolicy(ATTACHMENTF)
- StatementofProgressinMeeting5 -yearPlanMissionandGoals (ATTACHMENTG)

X VoluntaryConversionofDevelopmentsfromPublicHousingStock
(ATTACHMENTH)

SupportingDocumentsAvailableforRe view

Indicatewhichdocumentsareavailableforpublicreviewbyplacingamarkinthe
“Applicable&OnDisplay”columnintheappropriaterows.Alllisteddocuments
mustbeondisplayifapplicabletotheprogramactivitiesconductedbythePHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA Board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 Quality Housing and Work	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
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
	Schedule of flat rents offered each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determinations
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	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 disposition of public housing	Annual Plan: Demolition and

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
		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
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	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 (PHDEP) 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 – Mercer County

[24 CFR Part 903.79(a)]

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

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the

housingneedsforeachfamilytype,from1to5,with1being“noimpact”and5 being“severeimpact.”
 UseN/AtoindicatethatnoinformationisavailableuponwhichthePHAcanmakethisassessment.

HousingNeedsofFamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income<=30% ofAMI	1981	5	5	4	3	3	3
Income>30%but <=50%ofAMI	792	5	5	4	3	3	3
Income>50%but <80%ofAMI	626	4	5	4	3	3	3
Elderly	526	5	5	5	5	5	5
Familieswith Disabilities	224	4	5	4	5	3	5
Race/Ethnicity	119	5	4	4	4	4	4
Race/Ethnicity	8	5	4	4	3	3	3
Race/Ethnicity	10	5	4	4	3	3	3
Race/Ethnicity	2	5	4	4	3	3	3

WhatsourcesofinformationdidthePHAusetoconductthisanalysis?(Checkallthat apply;allmaterials mustbemadeavailableforpublicinspection.)

- ConsolidatedPlanoftheJurisdiction/s
Indicateyear:
- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy (“CHAS”)dataset
- AmericanHousingSurveydata
Indicateyear:
- Otherhousingmarketstudy
Indicateyear:
- Othersources:(listandindicateyearofinformation)
1990CensusofHousingandPopulation,providedbyRegionI
PlanningandDevelopmentCouncil,Princeton,WV

METHODOLOGY

RenterHousingNeedsbyJurisdictionbyFamilyTypewereestimatedbyusing1990 censusdatausingthenumberofspecifiedrenter -occupiedunitsandthecontracted grossrentasapercentageofhouseholdincome:

Rent \geq 35%ofhouseholdincome

Rent \geq 25% but <35% of household income
 Rent \geq 20% but <25% of household income

Elderly, Disabled, and Race were then calculated as a percentage of the above, based on jurisdiction populations.

Mercer County

Elderly	26.6%	Persons
Disability	11.3%	Persons
Black	6.0%	Households
Hispanic	0.4%	Households
Asian	0.5%	Households
Native American	0.1%	Households

a. Housing Needs of Families on the Section 8 Tenant -Based Assistance Waiting List

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 checked="" type="checkbox"/> Section 8 tenant -based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	260		195
Extremely low income \leq 30% AMI	54	21	
Very low income (>30% but \leq 50% AMI)	206	79	
Low income (>50% but <80% AMI)	0	0	

HousingNeedsofFamiliesontheWaitingList			
Familieswith children	151	58	
Elderlyfamilies	77	30	
Familieswith Disabilities	76	29	
Race/ethnicityW	181	70	
Race/ethnicityB	78	13	
Race/ethnicityH	1	0	
Race/ethnicity A&I	0		
W=White B=Black H=Hispanic A=Asian I=Indian			
Characteristicsby BedroomSize (PublicHousing Only)			
1BR	114	44	
2BR	87	33	
3BR	55	21	
4BR	4	25	
5BR			
5+BR			
Isthewaitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Ifyes: Howlonghasitbeenclosed(#ofmonths)? DoesthePHAexpecttoopentheListinthePHAPlanyear? <input type="checkbox"/> No <input type="checkbox"/> Yes DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

a. HousingNeedsofFamiliesonthePublicHousingWaitingList

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.

As of March 1, 2002

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant -based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	17		75
Extremely low income <= 30% AMI	15	88	
Very low income (> 30% but <= 50% AMI)	2	12	
Low income (> 50% but < 80% AMI)	0	0	
Families with children	7	41	
Elderly families	5	29	
Families with Disabilities	5	29	
Race/ethnicity W	10	59	
Race/ethnicity B	7	41	
Race/ethnicity H	0		
Race/ethnicity A&I	0		
W=White B=Black H=Hispanic A=Asian I=Indian			
Characteristics by Bedroom Size			

HousingNeedsoffamilieso ntheWaitingList			
(PublicHousing Only)			
1BR	9	53	
2BR	4	24	
3BR	4	23	
4BR			
5BR			
5+BR			
Isthewaitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Ifyes:			
Howlonghasit beenclosed(#ofmonths)?			
DoesthePHAexpectreopenthelistinthePHAPlanyear? <input type="checkbox"/> No <input type="checkbox"/> Yes			
DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA’sstrategyforaddressingthehousingneedsof familiesinthejurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,and the Agency’sreasonsforchoosingthisstrategy.

TheBluefieldHousingAuthoritywillcontinuetopromotebothPublicHousingand Section8asthepreferredwaytoaddresstheexistingneedsinitsjurisdiction.The HousingAuthoritywillalsopromoteincreasinghousingqualitystandardsforassisted units,andcontinueitscollaborationwithexistinghousingprovidersinthearea.

(1)Strategies

Need:Shortageofaffordablehousingforalleligiblepopulations

Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:

Selectallthatapply

- Employeffectivemaintenanceandmanagementpoliciestominimizethe numberofpublichousingunitsoff -line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixed financedevelopment

- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease -uprates 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 -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates 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:(listbelow)

Need:SpecificFamilyTypes:TheElderly

Strategy1:Targetavailableassistancetotheelderly:

Selectallthatapply

- Seekdesignationofpublichousingfortheelderly
- Applyfo rspecial -purposevoucherstargetedtotheelderly,shouldtheybecome available
- Other:(listbelow)

Need:SpecificFamilyTypes:FamilieswithDisabilities

Strategy1:TargetavailableassistancetoFamilieswithDisabilitie s:

Selectallthatapply

- Seekdesignationofpublichousingforfamilieswithdisabilities
- Carryoutthomodificationsneededinpublichousingbasedonthesection504 NeedsAssessmentforPublicHousing
- Applyfo rpecial-purpovevoucherstargetedtofamilieswithdisabilities, shouldtheybecomeavailable
- Affirmativelymarkettolocalnon -profitagenciesthatassistfamilieswith disabilities
- Other:(listbelow)

Need:SpecificFamilyTypes:Ra cesorethnicitieswithdisproportionatehousing needs

Strategy1:IncreaseawarenessofPHAresourcesamongfamiliesofracesand ethnicitieswithdisproportionateneeds:

Selectifapplicable

- Affirmativelymarkettoraces/ethnicitiesshowntohavedi sproportionate housingneeds
- Other:(listbelow)

Strategy2:Conductactivitiestoaffirmativelyfurtherfairhousing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001		

FinancialResources: PlannedSourcesandUses		
Sources	Planned\$	PlannedUses
grants)		
a) PublicHousingOperatingFund	430,000	
b) PublicHousingCapitalFund	319,944	
c) HOPEVIR revitalization	0	
d) HOPEVIDemolition	0	
e) AnnualContributionsforSection 8Tenant -BasedAssistance	1,428,221	
f) PublicHousingDrugElimination Program(includinganyTechnical Assistancefunds)	0	
g) ResidentOpportunityandSelf - SufficiencyGrants	0	
h) CommunityDevelopmentBlock Grant	0	None
i) HOME	0	None
OtherFederalGrants(listbelow)		
FSSCoordinator		Self-Explanatory
2.PriorYearFederalGrants (unobligatedfundsonly)(list below)		
PHDEPUobligatedFunds	40,539	
3.PublicHousingDwellingRental Income	146,496	PublicHousing Operations
4.Otherincome (listbelow)		
InvestmentIncome	9,900	PublicHsg.Operations
Non-dwellingrentalin come	1,600	PublicHsg.Operations
Otherincome		PublicHsg.Operations
5.Non -federalsources (listbelow)	0	
Totalresources	1,938,190	

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24 CFRPart903.79(c)]

A.PublicHousing

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredtocomplete subcomponent3A.

(1)Eligibility

a. WhendoesthePHAverifyeligibilityforadmissiontopublichousing?(selectall thatapply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(state number)
 Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(2months)
 Other:(describe)

b. Whichnon -income(screening)fact orsdoesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

- CriminalorDrug -relatedactivity
 Rentalhistory
 Housekeeping
 Other(describe) –WestVirginiaStatePolicesexoffenderlist;We stVirginia “BadTenant”list

c. Yes No:DoesthePHArequestcriminalrecordsfromlocallaw enforcementagenciesforscreeningpurposes?

d. Yes No:DoesthePHA requestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

e. Yes No:DoesthePHAaccessFBIcriminalrecordsfromtheFBIfor screeningpurposes?(eitherdirectlyorthroughanNCIC - authorizedsource)

(2)Waiting ListOrganization

a. WhichmethodsdoesthePHAplantousetoorganizeitpublichousingwaitinglist (selectallthatapply)

- Community-widelist
 Sub-jurisdictionallists
 Site-basedwaitinglists
 Other(describe)

b. Wheremayinterestedpersonsapplyforadmissiontopublichousing?

- PHAmainadministrativeoffice(1600HillAvenue,Bluefield,WV)
 PHAdevelopmentmanagementoffice
 Other:U.S.Mail

c. If the PHA plan 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?
None

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)

- X 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 transfer take precedence over new admissions? (list below)

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

c. Preferences

1. Yes X 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
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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 admission 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 points 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

FormerFederalpreferences:

- InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousing Owner,Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden

Otherpreferences(selectallthatapply)

- Workingfamilies andthoseunabletoworkbecauseofageordisability
- Veteransandveterans' families
- Residentswholiveand/orworkinthejurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontribute to meetingincomegoals(broadrangeofincomes)
- Householdsthatcontribute to meetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)

4.Relationshipofpreferences to incometargetingrequirements:

- ThePHAappliespreferenceswithinincometiars
- X Notapplicable:thepoolofapplicantfamiliesensuresthatthePHAwillmeet incometargetingrequirements

(5)Occupancy

a.Whatreferencematerialscanapplicantsandresidentsusetooobtaininformation abouttherulesofoccupancyofpublichousing(selectallthatapply)

- X ThePHA -residentlease
- X ThePHA'sAdmissionsandCont inuedOccupancypolicy
- X PHAbriefingseminarsorwrittenmaterials
- Othersource(list)

b.HowoftenmustresidentsnotifythePHAofchangesinfamilycomposition? (selectallthatapply)

- X Atanannualreexaminationandleaserenewal
- X Anytimefamilycompositionchanges
- X Atfamilyrequestforrevision
- Other(list)

(6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115 % of the average incomes of all such developments? If no, this section is complete.
- 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 preference 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: PHA that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

Criminal or drug -related activity only to the extent required by law or regulation

Criminal and drug -related activity, more extensively than required by law or regulation

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

Other (list below)

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

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

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

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

Criminal or drug -related activity, if known

Other (describe below)

(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

- Federalmoderaterehabilitation
- Federalproject -basedcertificateprogram
- Otherfederalorlocalprogram(listbelow)

b. WheremayinterestedpersonsapplyforadmissiontoSection8tenant -based assistance?(selectallthat apply)

- PHAmainadministrativeoffice(1600HillAvenue,Bluefield,WV)
- Other -ViaU.S.Mail(P.O.Box1475,Bluefield,WV24701)

(3)SearchTime

a. XYesNo:DoesthePHAgiveextensionsonstandard60 -dayperiodtosearch foranunit?

Ifyes,statecircumstancesbelow:

AnextensionisgrantedwhenrequestedbytheVoucherholderbecauseofdeathinthe family,medicalemergencies,oriftheholderindicatesadifficultyinlocatinga suitable rentalunit.

(4)AdmissionsPreferences

a. Income targeting

- Yes No:DoesthePHAplantoexceedthefederaltargetingrequirementsby targetingmorethan75%ofallnewadmissionstothesection8 programtofamiliesatorbelow30%ofmedianareaincome?

b. Preferences

1. YesXNo:HassthePHAestablishedpreferencesforadmissiontosection8 tenant-basedassistance?(otherthandateandtimeof application)(ifno,skiptosubcomponent **(5)Specialpurpose section8assistanceprograms**)

2. Whichofthefollowing admissionpreferencesdoesthePHAplantoemployinthe comingyear?(selectallthatapplyfromeitherformerFederalpreferencesorother preferences)

FormerFederalpreferences

- InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousing Owner,Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden(rentis>50percentofincome)

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans’ families
- Residentswholiveand/orworkinyourjurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributetomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)

3.IfthePHAwillemployadmissionspreferenc es,pleaseprioritizebyplacinga“1”in thespacethatrepresentsyourfirstpriority,a“2”intheboxrepresentingyour secondpriority,andsoon.Ifyougiveequalweighttooneormoreofthese choices(eitherthroughanabsolutehierarchyort hroughapointsystem),placethe samenumbertoeach.Thatmeansyoucanuse“1”morethanonce,“2”more thanonce,etc.

DateandTime

FormerFederalpreferences

- InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousing Owner, Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandvete rans’ families
- Residentswholiveand/orworkinyourjurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributetomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributet omeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)

4.Amongapplicantsonthewaitinglist withequalpreferencestatus,howare applicantsselected?(selectone)

- Dateandtimeofapplication
- Drawing(lottery)orotherrandomchoicetechnique

5.IfthePHAplanstoemploypreferencesfor“residentstwholiveand/orworkin the jurisdiction”(selectone)

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

6.Relationshipofpreferencesto incometargeting requirements:(selectone)

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

(5)SpecialPurposeSection8AssistancePrograms

a.Inwhichdocumentsorotherreferencematerialsarethepoliciesgoverning eligibility,selection,andadmissionstoanyspecial -purpose section8 program administeredbythePHAcontained?(selectallthatapply)

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

b. HowdoesthePHAannouncetheavailabilityofanyspecial -purpose section8 programstothe public?

- Through published notices
- Other –notification to applicable local agencies

4.PHARentDeterminationPolicies

[24CFR Part 903.79(d)]

A.PublicHousing

(1)IncomeBasedRentPolicies

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---

- ThePHAemploysdiscretionarypoliciesfordeterminingincomebasedrent(If selected,continuetquestionb.)

b. MinimumRent

1. WhatamountbestreflectsthePHA'sminimumrent?(selectone)

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

2. Yes No: HasthePHAadoptedanydiscretionaryminimumrenthardship exemptionpolicies?

3. Ifyestoquestion2, listthesepoliciesbelow :

c. Rentssetatlessthan30%thanadjustedincome

1. Yes No: DoesthePHAplantocharge rentsatafixedamountor percentagelessthan30%ofadjustedincome?

2. Ifyestoabove, listtheamountsorpercentageschargedandthecircumstances underwhichthesewillbeusedbelow:

d. Whichofthediscretionary(optional)deductionsand/or exclusionspoliciesdoes thePHAplantoemploy(selectallthatapply)

- Fortheearnedincomeofapreviouslyunemployedhouseholdmember
 Forincreasesinearnedincome
 Fixedamount(otherthangeneralrent -settingpolicy)
Ifyes, stateamount/sandcircumstancesbelow:

- Fixedpercentage(otherthangeneralrent -settingpolicy)
Ifyes, statepercentage/sandcircumstancesbelow:

- Forhouseholdheads
 Forotherfamilymembers
 Fortransportationexpenses
 Forthenon -reimbursedmedicalexpensesofnon -disabledornon -elderly families
 Other(describbelow)

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 re-examinations, 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
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) -threshold: \$50 or more per month

Other –Changesinfamilycompositionaretobereportedwhenever such changesoccur

g. Yes No:DoesthePHAplantoimplementindividualsavingsaccounts forresidents(ISAs)asanalternativetotherequired12month disallowanceofearnedincomeandphasinginofrentincreases inthenextyear?

(2)FlatRents

1. Insettingthemarket-basedflatrents,whatsourcesofinformationdidthePHAuse toestablishcomparability?(selectallthatapply.)

Thesection8rentreasonablenessstudyofcomparablehousing

Surveyofrentslistedinlocalnewspaper

Surveyofsimilarunassistedunitsintheneighborhood

Other(list/describelow)

Thepastyear'soperatingbudgetandthecurrentyearoperatingbudgetwere utilizedinparttocomputeflatrentamounts.

B.Section8Tenant -BasedAssistance

Exemptions:PHAsthatdonotadministerSection8tenant -basedassistancearenot requiredtocompleteSub -component4B. **Unlessotherwise specified,allquestionsin thissectionapplyonlytothetenant -basedsection8assistanceprogram (vouchers,anduntilcompletelymergedintothevoucherprogram,certificates).**

(1)PaymentStandards

Describethevoucherpaymentstandardsandpolicies .

a. WhatisthePHA'spaymentstandard?(selectthecategorythatbestdescribesyour standard)

Atorabove90%butbelow100%ofFMR
100%ofFMR

Above100%butatorbelow110%ofFMR
Above110%ofFMR(ifHUDapproved;describecircumstancesbelow)

b.IfthepaymentstandardislowerthanFMR,whyhasthePHAselectedthis standard?(selectallthatapply)

FMRsareadequatetoensure successamongassistedfamiliesinthePHA's segmentoftheFMRarea

- ThePHAhaschosentoservecadditionalfamiliesbyloweringthepayment standard
- Reflectsmarketo rsubmarket
- Other(listbelow)

c.IfthepaymentstandardishigherthanFMR,whyhasthePHAchosenthislevel?
(selectallthatapply)

- FMRsarenotadequatetoensuresuccessamongassistedfamiliesinthePHA's segmentoftheFMRa rea
Reflectsmarketorsubmarket
- Toincreasehousingoptionsforfamilies
- Other(listbelow)

d.Howoftenarepaymentstandardsreevaluatedforadequacy?(selectone)

- Annually
- Other(listbelow)

e.Whatfacto rswillthePHAconsiderinitsassessmentoftheadquacyofits paymentstandard?(selectallthatapply)

- Successratesofassistedfamilies
- Rentburdensofassistedfamilies
- Other(listbelow)

(2)MinimumRent

a.WhatamountbestreflectsthePHA'sminimumrent?(selectone)

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

b. Yes No: HasthePHAadoptedanydiscretionaryminimumrenthardship exemptionpolicies?(ifyes,listbelow)

5.OperationsandManagement

[24CFRPart903.79(e)]

ExemptionsfromComponent5:HighperformingandsmallPHAsarenotrequiredto completethissection.Section8onlyPHAsmustcompletepartsA,B,andC(2)

A.PHAManagementStructure

Describethe PHA'smanagementstructureandorganization.

(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: The Bluefield Housing Authority is governed by a five -member Board of Commissioners, each of whom are appointed by the City of Bluefield. The Executive Director reports to the Board of Commissioners. Reporting to the Executive Director is the Deputy Director. Reporting directly to the Deputy Director are the occupancy specialists, housing inspectors and receptionist.

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	165	40
Section 8 Vouchers	300	200
Section 8 Certificates		
Section 8 Mod Rehab	85	40
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs (list individually)	N/A	N/A

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)

- a. AdmissionsandContinuedParticipationPolicy
- b. ResidentHandbook
- c. One-StrikeYou'reOutPolicy
- d. PetPolicy
- e. CommunityServiceRequirementsPolicy
- f. ScheduleofMaintenanceCharges
- g. Lease
- h. CollectionsPolicy
- i. GrievancePolicy

The measure taken for the prevention or eradication of pest infestation include monthly extermination services by a qualified exterminating firm.

(2) Section 8 Management: (list below)
Administrative Plan

6. PHA Grievance Procedures

[24CFR Part 903.79(f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office (1600 Hill Avenue, Bluefield, WV)
 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 24CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices 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

[24CFR Part 903.79(g)]

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

A. Capital Fund Activities

Exemptions from sub-component 7A: PHA 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 A

-or-

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

(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 yestoquestiona,selectone:

TheCapitalFundProgram5 -YearActionPlanisprovidedasanattachmentto thePHAPlanatAttachmentB

-or-

TheCapitalFundProgram5 -YearActionPlanisprovidedbelow:(ifselected, copytheCFPOptional5YearActionPlanfromtheTableLibraryandinsert here)

B.HOPEVIandPublicHousingDevelopmentandReplacement Activities(Non -CapitalFund)

Applicabilityofsub -component7B:AllPHAsadministeringpublichousing.Identify anyapprovedHOPEVIand/orpublichousingdevelopmentorreplacementactivities notdescribedintheCapitalFundProgramAnnualStatement.

Yes No:a)HasthePHAreceivedaHOPEVIrevitalizationgrant?(ifno, skiptoquestionc;ifyes,provideresponsestoquestionbfor eachgrant,copyingandcom pletingasmanytimesasnecessary)
b)StatusofHOPEVIrevitalizationgrant(completeonesetof questionsforeachgrant)

1.Developmentname:

2.Development(project)number:

3.Statusofgrant:(selectthestatementthatbestdescribesthecurrent status)

- RevitalizationPlanunderdevelopment
- RevitalizationPlansubmitted,pendingapproval
- RevitalizationPlanapproved
- ActivitiespursuanttoanapprovedRevitalizationPlan underway

Yes No:c)DoesthePHAplantoapplyforaHOPEVIRevitalization grantinthePlanyear?
Ifyes,listdevelopmentname/sbelow:

Yes No:d)WillthePHAbeengaginginanymixed -financedeve lopment activitiesforpublichousinginthePlanyear?
Ifyes,listdevelopmentsoractivitiesbelow:

Yes No: 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

[24CFR Part 903.79(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: Not Applicable	
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

[24CFR Part 903.79(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: Not Applicable
1b. Development (project) number:
2. Designation type:
Occupancy by only the elderly <input type="checkbox"/>
Occupancy by families with disabilities <input type="checkbox"/>
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>

3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u> (DD/MM/YY)</u>	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously -approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 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 FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete as 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?	
<input type="checkbox"/> Assessment underway	
<input type="checkbox"/> Assessment results submitted to HUD	
<input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)	
<input type="checkbox"/> Other (explain below)	

3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(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

foreachapplicableprogram/plan,unlesseligibletocompletea streamlinedsubmissiondueto **smallPHA** or **highperforming PHA**status.PHAcompletingstreamlinedsubmissionsmay skiptocomponent11B.)

2.ActivityDescription

Yes No: HasthePHAprovidedallrequiredactivitydescription informationforthiscomponentinthe **optional**PublicHousing AssetManagementTable?(If“yes”,skiptocomponent12.If “No”,completetheActivityDescriptiontablebelow.)

PublicHousingHomeownershipActivityDescription (Completeoneforeachdevelopmentaffected)
1a.Developmentname:NotApplicable 1b.Development(project)number:
2.FederalProgramauthority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> TurnkeyIII <input type="checkbox"/> Section32oftheUSHAof1937(effective10/1/99)
3.Applicationstatus:(selectone) <input type="checkbox"/> Approved;includedinthePHA’sHomeownershipPlan/Program <input type="checkbox"/> Submitted,pendinga pproval <input type="checkbox"/> Plannedapplication
4.DateHomeownershipPlan/Programapproved,submitted,orplannedforsubmission: (DD/MM/YYYY)
5. Numberofunitsaffected: 6.Coverageofaction:(selectone) <input type="checkbox"/> Partofthedevelopment <input type="checkbox"/> Totaldevelopment

B.Section8TenantBasedAssistance

1.YesXNo: DoesthePHAplantoadministeraSection8Homeownership programpursuanttoSection8(y)oftheU.S.H.A.of1937,as implementedby 24CFRpart982?(If“No”,skiptocomponent 12;if“yes”,describeeachprogramusingthetablebelow(copy andcompletequestionsforeachprogramidentified),unlessthe PHAiseligibletocompleteastreamlinedsubmissiondueto highperformerstatus. HighperformingPHAsmayskipto component12.)

2.ProgramDescription:.

a.SizeofProgram

Yes No: WillthePHAlimitthenumberoffamiliesparticipatinginthe section8homeownershipoption?

Iftheanswertotheques tionabovewasyes,whichstatementbestdescribesthe numberofparticipants?(selectone)

- 25orfewerparticipants
- 26- 50participants
- 51to100participants
- morethan100participants

b.PHA -establishedeligibilitycriteria

YesNo: WillthePHA'sprogramhaveeligibilitycriteriaforparticipationinits Section8HomeownershipOptionprograminadditiontoHUD criteria? Ifyes,listcriteriabelow:

12. PHACommunityService andSelf -sufficiencyPrograms

[24CFRPart903.79(1)]

ExemptionsfromComponent12:HighperformingandsmallPHAsarenotrequired tocompletethiscomponent.Section8 -OnlyPHAsarenotrequiredtocompletesub - componentC.

A.PHACoordinationwiththeWelfare(TANF)Agency

1.Cooperativeagreements:

YesXNo: Has thePHAhasenteredintoacooperativeagreementwiththe TANFAgency,toshareinformationand/ortargetsupportive services(ascontemplatedbysection12(d)(7)oftheHousingAct of1937)?

Ifyes,whatwasthedatethatagreementwassigned?

2.OthercoordinationeffortsbetweenthePHAandTANFAgency(selectallthat apply)

- Clientreferrals
- Informationsharingregardingmutualclients(forrentdeterminationsand otherwise)
- Coordinatetheprovisionofspecificsocialandservice -sufficiencyservicesand programstoeligiblefamilies

- Jointly administer programs
- Partner to administer 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 program 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/PH main office/other provider name)	Eligibility (public housing or section 8 participants or both)

(2)FamilySelfSufficiencyprogram/s

a.ParticipationDescription

FamilySelfSufficiency(FSS)Participation		
Program	RequiredNumberof Participants (startofFY2000Estimate)	ActualNumberof Participants (Asof:02/02/2001)
PublicHousing	NotApplicable	NotApplicable
Section8		

b. Yes No: IfthePHAisnotmaintainingtheminimumprogramsizerequiredbyHUD,doesthemostrecentFSSActionPlanaddressthestepsthePHAplantotaketoachieveatleasttheminimumprogramsiz?
Ifno,liststepsthePHAWilltakebelow:

C.WelfareBenefitReductions

1.ThePHAiscomplyingwiththestatutoryrequirementssection12(d)oftheU.S.HousingActof1937(relatingtothetreatmentofincomechangesresultingfromwelfareprogramrequirements)by:(selectallthatapply)

- AdoptingappropriatechangestothePHA’spublichousingrentdeterminationpoliciesandtrainstafftocarryoutthosepolicies
- Informingresidentsofnewpolicyonadmissionandreevaluation
- Activelynotifyingresidentsofnewpolicyattimesin additiontoadmissionandreevaluation.
- EstablishingorpursuingacooperativeagreementwithallappropriateTANFagenciesregardingtheexchangeofinformationandcoordinationofservices
- Establishingaprotoolforexchangeofinformationwithall appropriateTANFagencies
- Other:(listbelow)
None

D.CommunityServiceRequirementspursuanttosection12(c)oftheU.S.HousingActof1973

TheBluefieldHousingAuthorityhaschosentosuspendenforcementofthe requirementfor non -HOPEVIfundedprograms immediatelyin recognitionthatthe non-NOPEViprograms willnolongerbe enforceableduringthe2002fiscalyear.

13.PHASafetyandCrimePreventionMeasures

[24CFRPart903.79(m)]

ExemptionsfromComponent13:Highperformingand smallPHAsnot participating inPHDEP andSection8OnlyPHAsmay skip to component15.HighPerforming andsmallPHAs thatare participating inPHDEP andaresubmitting aPHDEPPlan withthisPHAPlan may skip to sub -componentD.

A.Needformeasurestoensurethesafetyofpublichousingresidents

1.Describetheneedformeasurestoensurethesafetyofpublichousingresidents

(selectallthatapply)

- Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA's developments
- Highincidenceofviolentand/or drug -relatedcrimeintheareassurroundingor adjacenttothePHA'sdevelopments
- x Residentsfearfulfortheirsafetyand/orthesafetyoftheirchildren
- X Observedlower -levelcrime,vandalismand/orgraffiti
- X Peopleonwaitinglistunwillingtomoveintooneormoredevelopmentsdueto perceivedand/oractuallevelsofviolentand/or drug -relatedcrime
- Other(describellow)

2.WhatinformationordatadidthePHAusedtodeterminetheneedforPHAactions toimprovesafetyofresidents(selectallthatapply).

- x Safetyandsecuritysurveyofresidents
- X Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround” publichousingauthority
- Analysisofcosttrendsovertimeforrepairofvandalismandremovalof graffiti
- X Residentreports
- X PHAemployeereports
- X Policereports
- X Demonstrable,quantifiablesuccesswithpreviousorongoinganticrime/anti drugprograms
- Other(describellow)

3.Whichdevelopmentsaremostaffected?(listbelow):TiffanyManorApartments

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

1. List the crime prevention activities the PHA has undertaken or plan 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 -risky youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below): Educational activities directed to at -risky youth; alternative activities for youth; installation of security cameras with monitoring by the police department.

2. Which developments are most affected? (list below): Tiffany Manor Apartments

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): Security gate/Resident ID program coordinated and manned by uniformed Police Officers

2. Which developments are most affected? (list below): Tiffany Manor Apartments

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY2000 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/n/a: Has the PHA included the PHDEP Plan for FY2002 in this PHA Plan?

Yes/n/a: This PHDEP Plan is an Attachment

14.PetPolicy

[24CFRPart903.79(n)]

TheBluefieldHousingAuthorityisestablishingaPetPolicyinrelationtoitspublic housingdevelopments.Allresidentswillbeprovidedwithacopyofthepolicywhen completed.AfullcopyoftheBoardofCommissioners -approvedPetPolicywillbe availableforreviewattheDevelopmentOfficesandatthePHA’sAdministrative Office.

Basically,thepolicywillallowresidentsoccupyingunitsadministeredbythe BluefieldHousingAuthoritytohousepets,withcertainlimitations.However,nothing inthepolicylimitsorimpairstherightsofpersonswithdisabilitiestoownanimals thatareusedtoassistthem.

Inordertoouseapet,aresidentwillberequiredtoprepareandsubmitanapplication totheHousingAuthoritytokeepapetandtheresidentmustenterintoa“pet agreement”withtheauthority.Allregistrationrequirementsasdetailedinthefull policymustbemet.

TheHousingAuthoritywilllimitthetypesofnumberofpetsaresidentmayown. Also,depositsshallberequiredasdetailedinthepolicy(arefundabledepositof\$150, plusafumigationdepositof\$100fordogand catowners).Asetofpetrulesismadea partofthepolicyandmaybeviewedalongwiththefullPetPolicyatthelocation identifiedabove.

15.CivilRightsCertifications

[24CFRPart903.79(o)]

Civilrightscertificationsareincludedinthe PHAPlanCertificationsofCompliance withthePHAPlansandRelatedRegulations.

16.FiscalAudit

[24CFRPart903.79(p)]

1. Yes No: IsthePHArequiredtohaveanauditconductedundersection 5(h)(2)oftheU.S.HousingActof1937(42US.C.1437c(h))? (Ifno,skiptocomponent17.)
2. Yes No: WasthemostrecentfiscalauditsubmittedtoHUD?
3. Yes No: Werethereanyfindingsastheresultofthataudit?
4. Yes No: Iftherewereanyfindings,doanyremainunresolved?

5. Yes No: If yes, how many unresolved findings remain? (no findings)
Have response to any unresolved findings been submitted to HUD? Not applicable
If not, when are they due (state below)?

17. PHA Asset Management

[24CFR Part 903.79(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

[24CFR Part 903.79(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? e
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one) Attached at Attachment C
Provided below:
3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments

List changes below:

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

Other: (describe) b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: The State of West Virginia

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)

- ThePHAhasbaseditsstatementofneedsoffamiliesinthejurisdictiononthe needsexpressedintheConsolidatedPlan/s.
- ThePHAhasparticipatedinanyconsultationprocessorganizedandofferedby theConsolidatedPlanagencyinthedevelopmentoftheConsolidatedPlan.
- ThePHAhasconsultedwiththeConsolidatedPlanagencyduringthe developmentofthisPHAPlan.
- ActivitiestobeundertakenbythePHAinthecomingyearareconsistentwith theinitiativescontainedintheConsolidatedPlan
- Other:(listbelow)

3.TheConsolidatedPlanofthejurisdictionssupportsthePHAPlanwiththefollowing actionsandcommitments:(describebelow)

NONE

D.OtherInformationRequiredbyHUD

Use this section to provide any additional information requested by HUD.
No other information is provided

19.Definitionof“SubstantialDeviation”and“Significant AmendmentorModification[903.7(r)]

TheBluefieldHousingAuthorityisrequiredto notifytheResidentAdvisoryBoard, theBoardofCommissioners,andtheU.S.DepartmentofHousingandUrban Developmentofany“SubstantialDeviation”or“SignificantAmendmentor Modification”tothecurrentAnnualStatement.Asworkprogresses,theHousing Authorityrecognizes that conditions may change from time to time from the original anticipated project, that there may be changes to certain rent and admissions policies, and that there may be need to change programs and activities. The Housing Authority recognizes its duty and responsibility to the residents, Resident Advisory Board, and to the general public to notify them of a substantial deviation or significant amendment or modification in items.

Accordingly, the Housing Authority hereby defines “Substantial Deviation” and “Significant Amendment or Modifications” as actions that cause:

- 1.Changestorentoradmissionspoliciesororganizationofthewaitinglist;
- 2.Additionsofnon-emergencyworkitemsthatwillcostover\$20,000(itemsnot includedintheAnnualStatementorFive-YearActionPlan)orchangesinuse ofreplacementreservefundsundertheCapitalProgram;
- 3.Additionsofnewactivitiesthatwillcostover\$20,000,notpreviouslyincluded in thePHAPHDEPPlan,ifapplicable;
- 4.Anychangewithregardtodemolitionordisposition,designation,

homeownershipprogramsorconversionactivities.

Attachments

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

The following attachments are included within the electronically -submitted Plan:

1. Attachment A, wv018v02 Capital Fund Program Annual Statement
2. Attachment B, wv018v02 Capital Fund Program Five -Year
Action Plan
3. Attachment D, wv018v02 Resident Advisory Board members
5. Attachment E, wv018v02 Customer Service and Satisfaction
Survey Follow -Up Plan –
6. Attachment F, wv018v02 Pet Policy

The following attachments have been or will be mailed to the appropriate HUD office:

1. Attachment 1, wv018v01 PHA Certification of Compliance With
the PHA Plans and Related Regulations
2. Attachment 2, wv018v01 Form HUD -50070, Certification for a
Drug-Free Workplace
3. Attachment 3, wv018v01 Form HUD -50071, Certification of Pay -
ments to Influence Federal Transactions
4. Attachment 4, wv018v01 Standard Form -LLL, Disclosure of
Lobbying Activities

The following attachment will be mailed to the appropriate HUD office upon its receipt by the Bluefield Housing Authority:

Certification by State or Local Official of PHA Plan's Consistency With the Consolidated Plan

CAPITALFUNDPROGRAMTABLESSTARTHERE

AttachmentA

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary					
PHAName:HousingAuthorityoftheCityofBluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-00 ReplacementHousingFactorGrantNo:			FederalFYofGrant: FFY2002
OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:)					
XPerformanceandEvaluationReportforPeriodEnding:06/30/01 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds	0	0	0	0
2	1406Operations				
3	1408ManagementImprovementsSoftCosts				
	ManagementImprovementsHardCosts		0	0	0
0	1410Administration	0	0	0	0
0	1411Audit	0	0	0	0
0	1415Liquidated Damages	0	0	0	0
0	1430FeesandCosts	10,000		10,000	9,313.28
8	1440SiteAcquisition				
9	1450SiteImprovement	32,924		32,924	32,924
10	1460DwellingStructures	202,539		202,539	46,860
11	1465.1DwellingEquipment — Nonexpendable	0	0	0	0
12	1470N ondwellingStructures	68,296			
13	1475NondwellingEquipment				

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary					
PHAName:HousingAuthorityoftheCityofBluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-00 ReplacementHousingFactorGrantNo:			FederalFYofGrant: FFY2002
OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:)					
<u>X</u> PerformanceandEvaluationReportforPeriodEnding:06/30/01 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
14	1485Demolition	0	0	0	0
15	1490ReplacementReserve	0	0	0	0
16	1492MovingtoWorkDemonstration	0	0	0	0
17	1495.1RelocationCosts	0	0	0	0
18	1499DevelopmentActivities	0	0	0	0
19	1502Contingency	0	0	0	0
	AmountofAnnualGrant:(sumoflines.....)	313,579			
	AmountoflineXXRelatedtoLBPActivities	0	0	0	0
	AmountoflineXXRelatedtoSection504 compliance	0	0	0	0
	AmountoflineXXRelatedtoSecurity --Soft Costs	0	0	0	0
	AmountofLineXXrelatedtoSecurity --HardCosts	0	0	0	0
	AmountoflineXXRelatedtoEnergyConservation Measures	0	0	0	0
	CollateralizationExpensesorDebtService	0	0	0	0

AnnualStatement/PerformanceandEvaluationReport CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF) PartII:SupportingPages							
PHAName:HousingAuthorityoftheCityof Bluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-00 ReplacementHousingFactorGrantNo:			FederalFYofGrant: FFY2002		
Development Number Name/HA- Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. Acct No.	Quantity	TotalEstimatedCost	TotalActualCost	Statusof Work

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary					
PHAName:HousingAuthorityoftheCityofBluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-01 ReplacementHousingFactorGrantNo:			FederalFYofGrant: FFY2002
OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:)					
<input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding:06/30/01 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds	0	0	0	0
2	1406Operations	32,000			
3	1408ManagementImprovementsSoftCosts				
	ManagementImprovementsHardCosts		0	0	0
0	1410Administration	0	0	0	0
0	1411Audit	0	0	0	0
0	1415LiquidatedDamages	0	0	0	0
0	1430FeesandCosts	29,000		0	0
8	1440SiteAcquisition				
9	1450SiteImprovement	208,944		0	0
10	1460DwellingStructures				
11	1465.1DwellingEquipment — Nonexpendable	0	0	0	0
12	1470NondwellingStructures	50,000	0	0	0
13	1475NondwellingEquipment				

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary					
PHAName:HousingAuthorityoftheCityofBluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-01 ReplacementHousingFactorGrantNo:			FederalFYofGrant: FFY2002
OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:)					
<u>X</u> PerformanceandEvaluationReportforPeriodEnding:06/30/01 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
14	1485Demolition	0	0	0	0
15	1490ReplacementReserve	0	0	0	0
16	1492MovingtoWorkDemonstration	0	0	0	0
17	1495.1RelocationCosts	0	0	0	0
18	1499DevelopmentActivities	0	0	0	0
19	1502Contingency	0	0	0	0
	AmountofAnnualGrant:(sumoflines.....)	319,944			
	AmountoflineXXRelatedtoLBPActivities	0	0	0	0
	AmountoflineXXRelatedtoSection504 compliance	0	0	0	0
	AmountoflineXXRelatedtoSecurity --Soft Costs	0	0	0	0
	AmountofLineXXrelatedtoSecurity --HardCosts	0	0	0	0
	AmountoflineXXRelatedtoEnergyConservation Measures	0	0	0	0
	CollateralizationExpensesorDebtService	0	0	0	0

**AnnualStatement/PerformanceandEvaluationReport
 CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)
 PartII:SupportingPages**

PHAName:HousingAuthorityoftheCityof Bluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-01 ReplacementHousingFactorGrantNo:				FederalFYofGrant: FFY2002	
Development Number Name/HA- Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. Acct No.	Quantity	TotalEstimatedCost	TotalActualCost	Statusof Work

**AnnualStatement/PerformanceandEvaluationReport
 CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary**

AnnualStatement/PerformanceandEvaluationReport
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)
PartII:SupportingPages

PHAName:HousingAuthorityoftheCityof Bluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-01 ReplacementHousingFactorGrantNo:				FederalFYofGrant: FFY2002	
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. Acct No.	Quantity	TotalEstimatedCost	TotalActualCost	Statusof Work
PHAName:HousingAuthorityoftheCityofBluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-02 ReplacementHousingFactorGrantNo:				FederalFYofGrant: FFY2002	

OriginalAnnualStatement ReserveforDisasters/Emergencies RevisedAnnualStatement(revisionno:)
PerformanceandEvaluationReportforPeriodEnding:06/30/01 FinalPerformanceandEvaluationReport

Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds	0	0	0	0
2	1406Operations	29,934			
3	1408ManagementImprovementsSoftCosts				
	ManagementImprovementsHardCosts		0	0	0
4	1410Administration	0	0	0	0
5	1411Audit	0	0	0	0
6	1415LiquidatedDamages	0	0	0	0
7	1430FeesandCosts	35,000		0	0
8	1440SiteAcquisition				

AnnualStatement/PerformanceandEvaluationReport
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)
PartII:SupportingPages

PHAName:HousingAuthorityoftheCityof Bluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-01 ReplacementHousingFactorGrantNo:				FederalFYofGrant: FFY2002	
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. Acct No.	Quantity	TotalEstimatedCost	TotalActualCost	Statusof Work
9	1450SiteImprovement	35,000			0	0	
10	1460DwellingStructures	74,406					
11	1465.1DwellingEquipment — Nonexpendable	0		0	0	0	
12	1470NondwellingStructures	125,000		0	0	0	
13	1475NondwellingEquipment						
14	1485Demolition	0		0	0	0	
15	1490ReplacementReserve	0		0	0	0	
16	1492MovingtoWorkDemonstration	0		0	0	0	
17	1495.1RelocationCosts	0		0	0	0	
18	1499DevelopmentActivities	0		0	0	0	
19	1502Contingency	0		0	0	0	
	AmountofAnnualGrant:(sumoflines.....)	299,340					
	AmountoflineXXRelatedtoLBPActivities	0		0	0	0	
	AmountoflineXXRelatedtoSection504 compliance	0		0	0	0	
	AmountoflineXXRelatedtoSecurity —Soft Costs	0		0	0	0	

AnnualStatement/PerformanceandEvaluationReport
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)
PartII:SupportingPages

PHAName:HousingAuthorityoftheCityof Bluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-01 ReplacementHousingFactorGrantNo:				FederalFYofGrant: FFY2002	
Development Number Name/HA- Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. Acct No.	Quantity	TotalEstimatedCost	TotalActualCost	Statusof Work
	AmountofLineXXrelatedtoSecurity --HardCosts	0		0	0	0	
	AmountoflineXXRelatedtoEnergyConservation Measures	0		0	0	0	
	CollateralizationExpensesorDebtService	0		0	0	0	

AnnualStatement/PerformanceandEvaluationReport
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)
PartII:Supporting Pages

PHAName:HousingAuthorityoftheCityof Bluefield		GrantTypeandNumber CapitalFundProgramGrantNo: WV15-P018-501-02 ReplacementHousingFactorGrantNo:				FederalFYofGrant: FFY2002			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajor WorkCategories		Dev. Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
					Original	Revised	Funds Obligated	Funds Expended	
WVP018-003	OperationalExpenses		1406		29,934				
WVP018-03	Renovationstooffice/communityspace		1470		125,000				
WVP018-003	FeesforsitesurveysandA&E		1430		35,000				
WVP018-003	Minimizsiteerosion,improve drainage,purchase/repairplayground equipment		1450		35,000		0	0	
WVP018-003	Unitinteriorimprove ments		1460		74,406				

AttachmentB

**CapitalFundProgramFive -YearActionPlan
PartI:Summary**

PHAName BluefieldHousingAuthority		xOriginal5 -YearPlan <input type="checkbox"/> RevisionNo:			
Development Number/Name/H A-Wide	Year1	WorkStatementforYear2 FFYGrant:2003 PHAFY:2003	WorkStatementforYear3 FFYGrant:2004 PHAFY:2004	WorkStatement for Year4 FFYGrant:2005 PHAFY:2005	WorkStatementfor Year5 FFYGrant:2006 PHAFY:2006
WV018-03/05	Annual Stateme nt	A&E,1406,Site Improvements,UnitInterior Improvements,Improve MaintenanceShop,Renovate CommunityBuilding.	A&E,1 406,Site Improvements,Stovesand refrigerators,purchaseof maintenanceequipmentfor mowingandsnowremoval, floorcleaning/buffing,and purchaseofmaintenancelarge tools.	A&E,1406,Unit interiorimprovements, termitetreatment, computerhardware andsoftwareupgrades, upgradeofficesecurity system	A&E,1406,walksand steps,stovesand refrigerators,floortile, waterheaters,a/cunits, phonesystemupgrade, vehiclesforadminand maintenance.
		Site:Walksandsteps,remove postsandinstal lguardrailsat street,busstopshelter,install playgroundequipment, landscaping	Site:Removetrashbins, stabilizehillside,repairstorm drainboxesandgrates,snake lines,drainagecontrol, landscaping	Site:upgradesite securitycamerasystem	
		Units:Kitchens,lightfixtures, removeslidingglassdoors, interiordoors,faucetsand drains,entrydoors,clean	Kitchencabinetandcounter topreplacements,replacestair treadinunits.		

		furnaceswithmajorPM,cycle paintunits,installa/cfor marketability.			
TotalCFPFunds (Est.)		330,000	330,000	330,000	330,000
Total Replacement HousingFactor Funds					

**CapitalFundProgramFive -YearActionPlan
PartII:SupportingPages —WorkActivities**

Activities for Year1	ActivitiesforYear:4 FFYGrant:2005 PHAFY:2005			ActivitiesforYear:5 FFYGrant:2006 PHAFY:2006		
	Development Name/Number	MajorWork Categories	Estimated Cost	Development Name/Number	MajorWork Categories	Estimated Cost
See	WV018-03			WV018-03		
Annual		Computer replacements	40,000		RenovateMaint. Bldg	75,000
Statement		A&Eandother fees	35,000		A&EandOther fees	35,000
		operations	30,000		Operations	30,000
		Computersoftware	20,000		Officeequip upgrades	10,000
		Securitycamera upgrades	30,000		Unitequipment replacement	80,000
		Maintenance equipment	30,000		Siteimprovements	20,000
		Termitetreatment	25,000		Vehicles replacement	60,000

BluefieldHousingAuthorityFY02AnnualPlanandFY02 -06Five YearPlan

		Unitimprovements	75,000	WV018-05	Parkinglotrepairs	20,000
		Siteimprovements	25,000			
	WV018-05	landscaping	20,000			
	TotalEstimated Cost		330,000	TotalEstimated Costs		330,000

ATTACHMENTC

COMMENTSOFRESIDENTADVISORYBOARD

TherewerenocommentsfromtheResidentAdvisoryBoard

**TherewerenocommentsoftherevisionofthisplandatedJune25,2002.

ATTACHMENTD

RESIDENTADVISORYBOARDMEMBERS

BettyWright
TiffanyManorApartment134
1600HillAvenue
Bluefield,WV24701

TanyaMiddleton
TiffanyManorApartment42
1600HillAvenue
Bluefield,WV2470

GailRozzell
TiffanyManorApartment92
1600HillAvenue
Bluefield,WV24701

EdwardDeNard
205MonroeStreet#2
Bluefield,WV24701

ATTACHMENTE

**CUSTOMERSERVICEANDSATISFACTIONSURVEY
FOLLOW-UPPLAN**

As required by the U.S. Department of Housing and Urban Development, this attachment shall address HUD's Customer Service and Satisfaction Survey and the results of that survey. HUD requires the PHA to develop a Resident Survey Follow-Up Plan detailing corrective actions to address problems identified by aggregate survey results. A follow-up plan is required for any section that receives a score below 75%.

A survey of residents residing in Bluefield Housing Authority public housing developments produced overall satisfaction percentages in the following areas. The following are required as a Follow Up Plan:

Communication:

Follow Up Plan: The Authority's staff and management will make every effort possible to improve communication with residents, including use of informational flyers and newsletters to residents to enhance communication. The Authority's Executive Director will discuss the importance of effective communication with staff at staff meetings and on an individual basis in an effort to improve communication.

ATTACHMENT F

PET POLICY

Pet Policy

[24CFR Part 903.79(n)]

The Bluefield Housing Authority is establishing a Pet Policy in relation to its public housing developments. All residents will be provided with a copy of the policy when completed. A full copy of the Board of Commissioners approved Pet Policy will be available for review at the Development Offices and at the PHA's Administrative Office.

Basically, the policy will allow residents occupying units administered by the Bluefield Housing Authority to house pets, with certain limitations. However, nothing in the policy limits or impairs the rights of persons with disabilities to own an animal that are used to assist them.

In order to house a pet, a resident will be required to prepare and submit an application to the Housing Authority to keep a pet and the resident must enter into a "pet agreement" with the authority. All registration requirements as detailed in the full policy must be met.

The Housing Authority will limit the types of number of pets a resident may own. Also, deposits shall be required as detailed in the policy (a refundable deposit of \$150, plus a fumigation deposit of \$100 for dog and cat owners). A set of pet rules is made a part of the policy and may be viewed along with the full Pet Policy at the location identified above.

ATTACHMENTG

StatementofProgressinMeetingthe5 -yearPlanMissionandGoals

TheHousingAuthoritycontinuestomaintainthesameMissionStatementasstatedintheFiveYearPlan.ProgressontheGoalsandObjectiveisasfollows:

Goal1 -Management :TheAuthoritycontinuestostrivetoreachtheHighPerformer Status.

Goal2 -Marketability :TheAuthorityhascompletedanextensivelandscapingprogram toincreasecurbappealandmarketabilitywiththepublichousingunits.These improvementshavebeenwellreceivedbythecommunityandbyresidents.Allgraffitiis removedwith24hours,asourgoalstates.Theagencyexpectsourcustomersatisfaction resultsforthecurrentyeartobeveryhigh.

Goal3 -Security :TheAuthoritycontinuestoworkwiththelocalpolicedepartmentin thesecuritygateprogram.Inaddition,theagencyhasrequestedfundsthroughCapital ImprovementsandPHDEPtoinstallsecuritycamerasonbothpublichousingsites.The agencyhasanexcellentworkingrelationshipwiththepolicedepartmentandemploysan offdutypoliceofficeronstaffasDirectorofMaintenance.

Goal4 -TenantBasedHousing: TheAuthorityistryingtomeetthegoalof98% occupancy,butstillhasaproblembecauseofthedecreasingpopulationoftheCityof BluefieldandMercerCounty.Currentplanstobeginextensiveoutreachplansforthe areasareinthemaking.

Goal5 -FiscalResponsibility :TheAuthoritycontinuestoshowfiscalresponsibility withthe2001audithavingnofindings.Plansforstafftrainingintenantintegritytostep upanti-fraud effortsareinthemaking.

ATTACHMENTH ASSESSMENTFORVOLUNTARYCONVERSION

ThePHAhasconductedaninitialassessmentforVoluntaryConversionofDevelopments fromPublicHousingStock.ThePHAhas twoDevelopments,TiffanyManor(142units) andKin gBridge(23units).Uponassessment,thePHAhasdeterminedthatconversion wouldbeinappropriatebecause removalofthedevelopmentswouldnotmeetthe necessaryconditionsforVoluntaryConversiondescribedat972.200(c).

Section4:Certificat ions

AcomprehensivecertificationofcompliancewithrespecttothePHDEPPlansubmission
isincludedinthe“PHACertificationsofCompliancewiththePHAPlanandRelated
Regulations.”