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

PHA Plans

5 Year Plan for Fiscal Years 2003 - 2007
Annual Plan for Fiscal Year 2003

May 20, 2003

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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Plan
Agency Identification

PHA Name: City of Richmond Housing Authority

PHA Number: CA 010

PHA Fiscal Year Beginning:) 07/2003

Public Access to Information

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

☒ Main administrative office of the PHA
☒ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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5-YEAR PLAN
PHA FISCAL YEARS 2003 - 2007
[24 CFR Part 903.5]

A. Mission

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

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is:

The Richmond Housing Authority is committed to providing direct services towards and support for the provision of stable, permanent housing for all residents. We will strive, through good agency management and the utilization of all available resources, to provide, develop and maintain a wide variety of housing types and choices, including both rental and homeownership opportunities. We will advocate for fair housing rights, promote economic self-sufficiency and provide programs accommodate the particular needs of special populations such as the disabled, seniors, homeless and families with children.

B. Goals

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

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

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

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☒ PHA Goal: Improve the quality of assisted housing
Objectives:

- ☒ Improve public housing management: (PHAS 79)
- ☒ Improve voucher management: (SEMAP 83)
- ☒ Increase customer satisfaction:
- ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☒ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☒ Provide replacement public housing:
- ☒ Provide replacement vouchers:
- ☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices
Objectives:

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

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

☒ PHA Goal: Provide an improved living environment
Objectives:

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

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

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

Objectives:

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

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

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: (list below)

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Annual PHA Plan
PHA Fiscal Year 2003
[24 CFR Part 903.7]

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

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

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

iii. Annual Plan Table of Contents
[24 CFR Part 903.7 9 (r)]
Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

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

Required Attachments:

☐ Admissions Policy for Deconcentration
☒ FY 2003 Capital Fund Program Annual Statement
☒ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

☐ PHA Management Organizational Chart
☒ FY 2003 Capital Fund Program 5 Year Action Plan
☐ Public Housing Drug Elimination Program (PHDEP) Plan
☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year and Annual Plans
	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

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ Check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ 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 ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☒ 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

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) (Attached)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	79	5	5	5	4	4	5
Income >30% but <=50% of AMI	10	5	5	4	4	4	5
Income >50% but <80% of AMI	4	5	4	4	4	4	4
Elderly (65 & older)	1,639	4	4	4	4	4	4
Families with Disabilities	453	5	5	5	5	3	4
Race/Ethnicity (Black)	7,689	5	5	4	3	4	4
Race/Ethnicity (Hispanic)	1,800	5	5	4	3	5	4
Race/Ethnicity (Asian/Pacific Isl)	947	2	2	2	2	2	2
Race/Ethnicity (White, other)	6,184	4	3	3	2	2	2

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

☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 2003-08

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
☒ Section 8 tenant-based assistance
☐ Public Housing
☐ Combined Section 8 and Public Housing
☐ 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	1201		
Extremely low income <=30% AMI	1190	99.0	
Very low income (>30% but <=50% AMI)	8	.7	
Low income (>50% but <80% AMI)	3	.3	
Families with children	660	54.9	
Elderly families	318	26.4	
Families with Disabilities	223	18.7	
Race/ethnicity (White)	91	7.5	
Race/ethnicity (Hispanic)	78	6.5	
Race/ethnicity (Black)	981	81.7	
Race/ethnicity (Asian)	45	3.7	
Race/ethnicity (Indian/Alaskan)	6	.4	
Characteristics by Bedroom Size (Public Housing	N/A		

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Housing Needs of Families on the Waiting List			
Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

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

If yes:

How long has it been closed (# of months)? 19 months

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

☐ Section 8 tenant-based assistance

☒ Public Housing

☐ Combined Section 8 and Public Housing

☐ 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	622		
Extremely low income <=30% AMI	603	96.9	
Very low income (>30% but <=50% AMI)	17	2.8	
Low income (>50% but <80% AMI)	2	.3	
Families with children	470	75.5	
Elderly families	85	13.6	
Families with Disabilities	67	10.9	
Race/ethnicity (White)	55	8.8	

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Housing Needs of Families on the Waiting List			
Race/ethnicity (Hispanic)	19	3.0	
Race/ethnicity (Black)	519	83.4	
Race/ethnicity (Asian)	22	3.5	
Race/ethnicity (Indian/Alaskan)	7	1.3	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	183	29.4	
2 BR	286	46.0	
3 BR	102	16.4	
4 BR +	51	8.2	

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

If yes:

How long has it been closed (# of months)? 19

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line

☒ Reduce turnover time for vacated public housing units

☒ Reduce time to renovate public housing units

☐ Seek replacement of public housing units lost to the inventory through mixed finance development

☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

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☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

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

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Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

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

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

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

☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
☒ Other: (list below)
Provide housing information in Spanish
Recruit & retain staff with bilingual skills

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

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

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Cooperate with Fair Housing efforts of local legal assistance services

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2003 grants)**		
a) Public Housing Operating Fund	$1,449,923	
b) Public Housing Capital Fund	$1,413,351	
c) HOPE VI Revitalization	$35,000,000	
d) HOPE VI Demolition	$1,860,000	

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Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
e) Annual Contributions for Section 8 Tenant-Based Assistance	$17,408,071	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	$203,924	Public Housing Safety and Security
g) Resident Opportunity and Self-Sufficiency Grants	$233,400	Public Housing Nystrom Village
h) Community Development Block Grant	N/A	
i) HOME		
Other Federal Grants (list below)		
	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
	N/A	
3. Public Housing Dwelling Rental Income		
	$1,761,809	Public Housing Operations
4. Other income (list below)		
Non-dwelling rentals	$0	
Other	$0	
5. Non-federal sources (list below)		
Total resources	$59,330,478	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)

☐ When families are within a certain time of being offered a unit: (state time)

☒ Other: (describe)

At initial application and certification prior to admission

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

☒ Criminal or Drug-related activity

☒ Rental history

☐ Housekeeping

☐ Other (describe)

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

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

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

(2)Waiting List Organization

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

☒ Community-wide list

☐ Sub-jurisdictional lists

☐ Site-based waiting lists

☐ Other (describe)

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

☒ PHA main administrative office

☒ PHA development site management office

☒ Other (list below)

Social Security Administration
Richmond Senior Center
Richmond Main Public Library
Rubicon

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Nevin Community Center
Office of Supervisor John Gioia
Employment & Human Resources Department
Familias Unidas
Martin Luther King Community Center
Iron Triangle
East Shore Community Center

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

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

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

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

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

☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

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

☒ One
☐ Two
☐ Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)

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

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

☐ Working families and those unable to work because of age or disability
☒ Veterans and veterans' families
☒ Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☒ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs

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☒ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

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

2 Date and Time

Former Federal preferences:
2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
2 Victims of domestic violence
Substandard housing
Homelessness
High rent burden

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

4. Relationship of preferences to income targeting requirements:
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
☒ The PHA-resident lease
☒ The PHA's Admissions and (Continued) Occupancy policy

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☒ PHA briefing seminars or written materials
☒ Other source (list) Housing Authority website:
www.ci.richmond.ca.us/flash/pha/index.html

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
☒ At an annual reexamination and lease renewal
☒ Any time family composition changes
☒ At family request for revision
☐ Other (list):

(6) Deconcentration and Income Mixing

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

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

c. If the answer to b was yes, what changes were adopted? (select all that apply)
☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

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

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

☐ Additional affirmative marketing
☐ Actions to improve the marketability of certain developments

☐ Adoption or adjustment of ceiling rents for certain developments
☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8

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

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)

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☐ Criminal or drug-related activity
☒ Other (describe below)
Tenant History (available in file)

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
☐ None
☐ Federal public housing
☐ Federal moderate rehabilitation
☒ Federal project-based certificate program
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
☒ PHA main administrative office
☒ Other (list below)
Section 8 Administrative Office

(3) Search Time

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

If yes, state circumstances below:
The RHA will, on case by case, extend the Housing Choice Voucher beyond 120 calendar days of total eligibility as an accommodation to a family seeking a handicapped accessible unit or because the housing search was hampered by a particular disability. Extenuating circumstances such as hospitalization or family emergency for an extended period of time.

(4) Admissions Preferences

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

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

Terminally Ill

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

2 Date and Time

Former Federal preferences

2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

2 Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

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

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☐ Households that contribute to meeting income goals (broad range of incomes)
1 Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
2 Victims of reprisals or hate crimes
2 Other preference(s) (list below)
Terminally Ill
Persons in law enforcement
Victim/Witness Program

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
☒ Date and time of application
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)
☒ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
☒ The Section 8 Administrative Plan
☒ Briefing sessions and written materials
☒ Other (list below)
Eligibility interview

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
☒ Through published notices
☒ Other (list below)
Outreach to nonprofit

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

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

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

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

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

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

☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

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

☐ Yes for all developments
☐ Yes but only for some developments
☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☐ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

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

☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The “rental value” of the unit
☐ Other (list below) None

f. Rent re-determinations:

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

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☐ Never
☐ At family option
☐ Any time the family experiences an income increase
☒ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) $500

☒ Other (list below)
Any change in family composition (preapproval required)

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

(2) Flat Rents

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

☒ The section 8 rent reasonableness study of comparable housing
☒ Survey of rents listed in local newspaper
☒ Survey of similar unassisted units in the neighborhood
☒ Other (list/describe below)
Unit's market rent
Income based rent
Family income
Staff experience
History of lease up rate

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies**.**

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

☐ At or above 90% but below100% of FMR
☐ 100% of FMR
☒ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
☒ Reflects market or submarket
☒ To increase housing options for families
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)
☒ Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
☒ Success rates of assisted families
☒ Rent burdens of assisted families
☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)
☐ $0
☐ $1-$25
☒ $26-$50

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.
(select one)

☒ An organization chart showing the PHA's management structure and organization is attached.

☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	821	30
Section 8 Vouchers	1681	131
Section 8 Certificates		
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	1673	400
Other Federal Programs (list individually)		
Hope VI	60 Households	

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)
Admissions & Continued Occupancy Policy (ACOP)

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

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

☒ PHA main administrative office
☒ Other (list below)
Section 8 Administrative Office

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual

Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (CFP Annual Statement)

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (Five Year Action Plan)

-or-

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

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

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

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

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

1. Development name: Easter Hill
2. Development (project) number: CA010003
3. Status of grant: (select the statement that best describes the current status)
   - ☐ Revitalization Plan under development
   - ☐ Revitalization Plan submitted, pending approval

☐ Revitalization Plan approved
☒ Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

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

Demolition/Disposition Activity Description
1a. Development name: Easter Hill 1b. Development (project) number: CA010003
2. Activity type: Demolition ☒ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☒ Planned application ☐
4. Date application approved, submitted, or planned for submission: (08/03/01)
5. Number of units affected: 237

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6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: 04/30/03 b. Projected end date of activity: 05/15/05

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)

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5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current

status)

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

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

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PHA status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) ☐ Part of the development ☐ Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 12/23/02

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

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

B. Services and programs offered to residents and participants

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(1) General

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Employment & Training Center: Skill assessment, job search, basic skills training, case management, adult education, GED and literacy services. Easter Hill, Nystrom Village and Triangle Court	*15-20*	*Voluntary*	*Sylvia Britt, Resident Services Coordinator*	*Public Housing*
Neighborhood House Internet Project: exposing youth to the world wide net and introduction to other international youth sister	*10-15*	*Voluntary*	*Sylvia Britt, Resident Services Coordinator*	Public Housing

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cities. Easter Hill, Nystrom Village and Triangle Court				
Brownies/Girl Scouts: Comprehensive programs & activities to promote community involvement. Easter Hill, Nystrom Village and Triangle Court	*25-40*	*Voluntary*	*Sylvia Britt, Resident Services Coordinator*	*Public Housing*
Familias Unidas: group & individual counseling services target but not limited to the Hispanic community. Easter Hill, Nystrom Village and Triangle Court	*20-40*	*Voluntary*	*Sylvia Britt, Resident Services Coordinator*	*Public Housing*
Family Education Center: family counseling, drugs, violence and anger management services. Easter Hill, Nystrom Village and Triangle Court	*25-40*	*Voluntary*	*Sylvia Britt, Resident Services Coordinator*	*Public Housing*

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	None	None
Section 8	None	None

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

C. Welfare Benefit Reductions

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

☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies

☒ Informing residents of new policy on admission and reexamination
☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
☐ Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

☒ Safety and security survey of residents
☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti
☒ Resident reports
☒ PHA employee reports
☒ Police reports

☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
☐ Other (describe below)

3. Which developments are most affected? (list below)
Easter Hill
Triangle Court
Nystrom Village

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

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)
☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
☒ Crime Prevention Through Environmental Design
☒ Activities targeted to at-risk youth, adults, or seniors
☒ Volunteer Resident Patrol/Block Watchers Program
☐ Other (describe below)

2. Which developments are most affected? (list below)
Easter Hill
Triangle Court
Nystrom Village

C. Coordination between PHA and the police

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

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

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

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Easter Hill
Triangle Court
Nystrom Village

D. Additional information as required by PHDEP/PHDEP Plan

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

☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?

☐ Yes ☒ No: This PHDEP Plan is an Attachment.

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14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

PET POLICY

PETS IN CONVENTIONAL PUBLIC HOUSING

The following rules are established to govern the keeping of pets in public housing developments owned or operated by the Housing Authority of the City of Richmond. The rules adopted are reasonably related to the legitimate interest of the RHA to provide a decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property and the financial interest of the RHA.

This policy does not apply to animals that are used to assist, support or provide service to persons with disabilities. The RHA will not apply or enforce any policies against animals that are necessary as a reasonable accommodation to assist, support or provide service to persons with disabilities.

MANAGEMENT APPROVAL AND CONDITIONS

All pets must have prior management written approval. This privilege may be revoked at any time, subject to the RHA Grievance Procedures, if the animal becomes destructive, a nuisance to others, or violates any RHA policies. Execution of a Pet Agreement with the RHA must be completed prior to approval.

DEPOSITS FOR PETS

Tenants are required to pay a $150.00, per pet for maximum pet allowed, refundable deposit for the purpose of defraying all reasonable costs directly attributable to the presence of the pet(s):

1. Cost of repairs and replacements to the dwelling unit;
2. Fumigation of the dwelling.

Pet deposit will be refunded when the Tenant moves out or no longer has a pet on the premises and verification is provided.

The expense of flea fumigation shall be the responsibility of the Tenant.

TEMPORARY PETS ON RHA PROPERTY

Pets not owned by the Tenant are not allowed on RHA property. Tenants are prohibited from feeding or harboring stray animals.

RESPONSIBLE PARTIES

The Tenant will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

INSPECTIONS

The RHA may, after reasonable notice to the Tenant, may enter and inspect the premises.

TENANT RESPONSIBILITIES

The RHA will only allow only common household pets as set forth below. Any pet deemed to be potentially harmful to the health or safety of other, including attack or dogs trained to fight, will not be allowed. Only two (2) pets per unit allowed, with the exception of (1) below, are allowed:

3. One dog will be allowed per unit. Not to exceed twenty-five (25) pounds.

4. One cat will be allowed per unit.

5. Permitted pets are domesticated dogs, cats, birds, fish, rabbits, guinea pig, hamster or gerbil. **Pitbulls, Rottweilers, snakes or vicious animals are prohibited.**

6. Dogs and cats must be spayed or neutered.

7. Registration must be renewed and will be coordinated with the annual recertification date. All dogs must wear a current license tag, as well as a tag bearing the resident's name and address.

8. Birds must be properly caged at all times.

9. Fish must be contained in an aquarium not to exceed twenty-five (25) gallons in capacity.

10. Dogs shall remain in the Tenant's unit or within fence property. Dogs must be on a leash when outside unit.

11. Cats are to use litter box kept in Tenant's premises and cleaned periodically. Litter must be placed in a sealed plastic bag and disposed in the trash receptacle or dumpster.

12. Tenants are responsible for promptly cleaning up pet droppings, if any, inside or around unit and properly disposing of said droppings

13. Tenant shall take adequate precautions to eliminate any pet orders within or around the unit and to maintain unit in a sanitary condition.

14. Tenant shall not permit disturbance by their pet, which would interfere with the quiet enjoyment of other tenants: excessive barking, howling, biting, scratching, chirping or other such activities.

15. Pets may not be left unattended in the unit for over twenty four (24) hours and no arrangements have been made for its care, the Housing Authority has the right to enter the unit and have the pet removed to the local animal care facility at owners expense. The Housing Authority accepts no responsibility for the pet under such circumstances.

16. Tenants must take appropriate measures to protect the pet from fleas and ticks.

17. Tenants are not allowed to alter their unit or patio area or create an enclosure for the animal without prior written approval from management.

18. Any loose animal will be turned over to the proper authorities.

19. Tenants are responsible for all damages caused by their pet(s).

20. Tenant shall physically control or confine the animal when RHA employees, agents of RHA, or other individuals that must conduct business in the unit.

21. If the animal causes harm to any individual, the Tenant will be required to permanently remove the animal from the property within twenty-four hours and provide written proof to RHA management of the removal.

22. Tenant who violates any other condition of this policy may be required to remove the animal from the property within ten days of the Notice from the property.

RULE VIOLATIONS

The RHA may order the pet removed from the property upon the first instance of any unprovoked injury or threatened injury (bite, attack, scratch) upon another person or aggressive behavior towards another animal.

If a determination is made that a Tenant violated the Pet Policy, written notice will be served. The Notice will state:

23. A brief statement on the violation;

24. That the Tenant has five days from the effective date of the Notice to correct the violation or make written request to discuss the violation;

25. The Tenant's failure to correct the violation, request a meeting, or failure to appear can result in initiating procedures that can result in termination of tenancy.

The RHA's grievance procedures shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this policy.

If the Tenant and the RHA failed to resolve the violation or the Tenant fails to correct the violation in the time period allowed by RHA, the RHA may serve notice to remove the pet. The notices shall state:

1. A brief statement of the violation.

2. The requirement that the Tenant must remove the pet within five (5) days of the notice.

26. A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

PET REMOVAL

If the health or safety of the pet is threaten by the health or death or incapacity of the pet owner, or by other factors that render the owner unable to care for the pet, the situation will be reported to the Responsible Party designated by the pet owner.

If the responsible party is unwilling or unable to care for the pet, or if the RHA after reasonable efforts cannot contact the responsible party, the RHA may contact the appropriate State, County or local agency and request the removal of the pet.

The RHA will take all necessary steps to insure that pets that become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State, County or local entity authorized to remove such animal.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

Items 4 and 5 are not applicable.

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

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

☐ Not applicable
☐ Private management

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☐ Development-based accounting
☒ Comprehensive stock assessment
☐ Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☐ Attached at Attachment (File name)
☐ Provided below:

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)

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☐ 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: (City of Richmond)

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

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

Increase utilization of available Section 8 Housing Choice Vouchers.
Pursue homeownership opportunities for Section 8 and Public Housing residents.

☐ Other: (list below)

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

Coordination and consultation with the planning process.
Partnership in housing activities

D. Other Information Required by HUD

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

Resident Advisory Board Members:

Emily White
Helen Hall
Mary Williams
Barbara Anderson
Dreaner Clay
Joann Wright

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Attachments

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

Capital Fund Program Annual Statement FFY 2003
Five-Year Action Plan for Capital Fund
Replacement Housing Fund Annual Statement FFY 2003
Annual Statement/Performance and Evaluation Reports for
CA39P010708-99 (FINAL), CA39P01050102-02, CA39R01050102-02, CA39P01050100-00, CA39R01050100-00, CA30P01050101-01 AND CA39R01050101

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CAPITAL FUND PROGRAM ANNUAL STATEMENT FFY 2003

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Expires: 03/31/2002

Annual Statement/Performance and Evaluation Report

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

PHA Name:	**Grant Type and Number**	**Federal FY of Grant:**
City of Richmond Housing Authority (CA010)	Capital Fund Program Grant No.: CA39P01050103	2003

☒**Original Annual Statement** ☐Reserve for Disasters/Emergencies ☐Revised Annual Statement (revision no:)
☐Performance and Evaluation Report for Period Ending: ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	282,670	0	0	0
3	1408 Management Improvements Soft Costs	102,893	0	0	0
	Management Improvements Hard Costs	16,000	0	0	0
4	1410 Administration	141,335	0	0	0
5	1411 Audit	2,000	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	400,000	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	338,453	0	0	0
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	130,000	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1502 Contingency	0	0	0	0
	Amount of Annual Grant: (sum of lines 2-19)	**1,413,351**	**0**	**0**	**0**
	Amount of line XX Related to LBP Activities	0	0	0	0
	Amount of line XX Related to Section 504 Compliance	0	0	0	0
	Amount of line XX Related to Security – Soft Costs	0	0	0	0
	Amount of line XX Related to Security – Hard Costs	0	0	0	0
	Amount of line XX Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expense or Debt Service	0	0	0	0

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: City of Richmond Housing Authority (CA010)		**Grant Type and Number** Capital Fund Program Grant No.: CA39P01050103					**Federal FY of Grant:** 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost Obligated	Total Actual Cost Expended	Status of Work
M 03-1 PHA-Wide	Operations		1406		282,670				
M 03-2	Resident Initiatives		1408		34,000				
M 03-3	Photo Copying Equipment		1408		16,000				
M 03-4	Install Emphasys Elite Module		1408		63,893				
M 03-5	Staff Training		1408		5,000				
M 03-6	Administration		1410		141,335				
M 03-7	Audit		1411		2,000				
M 03-8	Fees and Costs		1430		400,000				
M 03-9 Nystrom Village 10-2	Exterior Painting/Gutters – Blocks		1460		298,453				
M 03-10 Nevin Plaza 10-12/13	Paint Common Areas		1460		40,000				
M 03-11 Nevin Plaza 10-12/13	Fire Alarm Panel		1475		20,000				
M 03-12 Hacienda 10-4	Fire Alarm System		1475		100,000				
M 03-13 Hacienda 10-4 and Nevin Plaza 10-12/13	Elevator Communication		1475		10,000				

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: City of Richmond Housing Authority (CA010)	**Grant Type and Number** Capital Fund Program Grant No.: CA39P01050103	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Management Improvements	7/1/2005			7/1/2007			
CA 10-2 Nystrom Village	7/1/2005			7/1/2007			
CA 10-4 Hacienda	7/1/2005			7/1/2007			
CA 10-12/13 Nevin Plaza	7/1/2005			7/1/2007			
PHA-Wide Non-Dwelling Equipment	7/1/2005			7/1/2007			

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

FIVE-YEAR ACTION PLAN FOR CAPITAL FUND

Five-Year Action Plan
Part 1: Summary
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

HA Name:
Housing Authority of the City of Richmond

Locality: (City/Country & State)
Richmond, Contra Costa, CA

X Original ☐ Revision No: _____

A. Development Number/Name	Work Statement for Year 1 FFY: 2003	Work Statement for Year 2 FFY: 2004	Work Statement for Year 3 FFY: 2005	Work Statement for Year 4 FFY: 2006	Work Statement for Year 5 FFY: 2007
CA 10-2 Nystrom Village		614,346	800,000	700,000	400,000
CA 10-3 Easter Hill		0	0	0	0
CA 10-4 Hacienda		0	100,000	0	100,000
CA 10-6 Friendship Manor		0	0	0	0
CA 10-11 Triangle Court		200,000	0	0	0
CA 10-12/13 Nevin Plaza		0	0	200,000	200,000
PHA-Wide Energy Savings		0	2,000	10,000	0
		0	0	0	5,000
B. Physical Improvements Subtotal		814,346	902,000	910,000	705,000
C. Management Improvements		75,000	79,500	45,000	17,000
D. HA-Wide Nondwelling Structures and Equipment		0	0	0	0
E. Administration		141,335	141,335	141,335	141,335
F. Other (A & E)		0	7,846	34,346	0
G. Operations		282,670	282,670	282,670	282,670
H. Demolition –Nystrom Village		100,000	0	0	267,346
I. Replacement Reserve		0	0	0	0
J. Mod Used for Development		0	0	0	0
K. Total CGP Funds		1,413,351	1,413,351	1,413,351	1,413,351
L. Total Non-CGP Funds		0	0	0	0
M. Grand Total		1,413,351	1,413,351	1,413,351	1,413,351

Signature of Executive Director:

X

Date:

Signature of Public Housing Director/Office of Native American Programs Administrator:

X

Date:

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2003	Work Statement for Year 2 FFY: 2004			Work Statement for Year 3 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	**10-2 Nystrom Village** Site improvements, three blocks only, Phase 1 exterior, to include landscaping, fencing, outdoor lighting, storm drainage improvements and structural work on foundations.		614,346	**10-2 Nystrom Village** Rebuild block one		800,000
	10-2 Nystrom Village Demolition – one block		100,000	**10-4 Hacienda** Window Replacement Fire Alarm System		100,000
	10- 11 Triangle Court Exterior painting		200,000	**PHA-Wide** Energy Savings Programs		2,000
	Subtotal of Estimated Cost		**914,346**	Subtotal of Estimated Cost		**902,000**

Signature of Executive Director:	Date:	Signature of Public Housing Director/Office of Native American Programs Administrator:	Date:
X		X	

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2003	Work Statement for Year 4 FFY: 2006			Work Statement for Year 5 FFY: 2007		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	**10-2 Nystrom Village** Rebuild block one		700,000	**10-2 Nystrom Village** Demolish blocks two & three		**267,346**
	10-12/13 Nevin Plaza Window rehabilitation		200,000	**10-2 Nystrom Village** Begin building block two		400,000
	PHA-Wide Energy Savings Programs		10,000	**10-4 Hacienda** Exterior Painting		100,000
				10-12/13 Nevin Plaza Roof repair/replacement		**200,000**
				PHA-Wide 504 improvements		**5,000**
	Subtotal of Estimated Cost		**910,000**	Subtotal of Estimated Cost		**972,346**

Signature of Executive Director:	Date:	Signature of Public Housing Director/Office of Native American Program Administrator:	Date:
X		X	

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statements
Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2003	Work Statement for Year 2 FFY: 2004			Work Statement for Year 3 FFY: 2005		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	RHA Support of Resident Initiatives, Economic Development, Drug Elimination, and Capacity Building.		25,000	RHA Support of Resident Initiatives, Economic Development, Drug Elimination, and Capacity Building.		20,000
	RHA Staff Training		5,000	RHA Staff Training		7,500
	Legal counsel for evictions		45,000	Purchase Audio Visual Equipment and Scanner		2,000
				Improve Maintenance Department's Capacity for Carrying Out Repairs By Replacing Old Equipment, Tools, and Vehicles.		50,000
	Subtotal of Estimated Cost		**75,000**	Subtotal of Estimated Cost		**79,500**

Signature of Executive Director:	Date:	Signature of Public Housing Director/Office of Native American Programs Administrator:	Date:
X		X	

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statements
Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: 2003	Work Statement for Year 4 FFY: 2006			Work Statement for Year 5 FFY: 2007		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	RHA Support of Resident Initiatives, Economic Development, Drug Elimination, and Capacity Building.		40,000	RHA Support of Resident Initiatives, Economic Development, Drug Elimination, and Capacity Building.		15,000
	RHA Staff Training		5,000	HA Staff Training		2,000
	Subtotal of Estimated Cost		**45,000**	Subtotal of Estimated Cost		**17,000**

Signature of Executive Director:	Date:	Signature of Public Housing Director/Office of Native American Programs Administrator:	Date:
X		X	

REPLACEMENT HOUSING FUND ANNUAL STATEMENT FFY 2003

Annual Statement/Performance and Evaluation Report

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

PHA Name:	**Grant Type and Number**	**Federal FY of Grant:**
City of Richmond Housing Authority (CA010)	Capital Fund Program Grant No.: CA39R01050103	2003

☒Original Annual Statement ☐Reserve for Disasters/Emergencies ☐Revised Annual Statement (revision no:)
☐Performance and Evaluation Report for Period Ending ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	0	0	0	0
3	1408 Management Improvements Soft Costs	0	0	0	0
	Management Improvements Hard Costs	0	0	0	0
4	1410 Administration	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	21,612	0	0	0
19	1502 Contingency	0	0	0	0
	Amount of Annual Grant: (sum of lines 2-19)	21,612	0	0	0
	Amount of Line XX Related to LBP Activities	0	0	0	0
	Amount of Line XX Related to Section 504 Compliance	0	0	0	0
	Amount of Line XX Related to Security – Soft Costs	0	0	0	0
	Amount of Line XX Related to Security – Hard Costs	0	0	0	0
	Amount of Line XX Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expense or Debt Service	0	0	0	0

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: City of Richmond Housing Authority (CA010)		**Grant Type and Number** Capital Fund Program Grant No.: CA39R01050103					**Federal FY of Grant:** 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-Wide R03-1	Replacement Housing		1499		21,612				

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: City of Richmond Housing Authority (CA010)	**Grant Type and Number** Capital Fund Program Grant No.: CA39R01050103	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Replacement Housing	7/1/2005			7/1/2007			

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP) **Part I: Summary**

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

OMB Approval No. 2577-0157 (exp. 7/31/98)
FINAL

HA Name: HOUSING AUTHORITY OF THE CITY OF RICHMOND | Comprehensive Grant Number: CA39P010708 | FFY of Grant Approval: 1999

☐ Original Annual Statement Reserve for Disasters/Emergencies ☐ Revised Annual Statement/Revision Number ____ ☐ Performance and Evaluation Report for Program Year Ending 12/31/01
☒ Final Performance and Evaluation Report

Line No.	Summary by Development Account		Total Estimated Cost		Total Actual Cost (2)	
			Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds		0	0	0	0
2	1406	Operations (May not exceed 10% of line 19)	0	0	0	0
3	1408	Management Improvements	301,000	301,834	301,834	301,834
4	1410	Administration	316,800	316,800	316,800	316,800
5	1411	Audit	2,000	2,000	2,000	2,000
6	1415	Liquidated Damages	0	0	0	0
7	1430	Fees and Costs	156,400	227,193	227,193	227,193
8	1440	Site Acquisition	0	0	0	0
9	1450	Site Improvement	662,804	63,000	63,000	63,000
10	1460	Dwelling Structures	145,000	434,468	434,468	434,468
11	1465.1	Dwelling Equipment - Nonexpendable	0	34,541	34,541	34,541
12	1470	Nondwelling Structures	0	185,619	185,619	185,619
13	1475	Nondwelling Equipment	0	6,528	6,528	6,528
14	1485	Demolition	0	0	0	0
15	1490	Replacement Reserve	0	0	0	0
16	1495.1	Relocation Costs	0	12,021	12,021	12,021
17	1498	Mod Used for Development	0	0	0	0
18	1502	Contingency (may not exceed 8% of line 19)	0	0	0	0
19	**Amount of Annual Grant (Sum of lines 2-18)**		1,584,004	1,584,004	1,584,004	1,584,004
20	Amount of Line 19 Related to LBP Activities		0	12,538	12,538	12,538
21	Amount of Line 19 Related to Section 504 Compliance		0	192,147	192,147	192,147

22	Amount of Line 19 Related to Security	457,804	94,495	94,495	94,495
23	Amount of Line 19 Related to Energy Conservation Measures	0	0	0	0

Signature of Executive Director & Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator & Date: X

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHA-Wide	**MANAGEMENT IMPROVEMENTS**							
M 99-1	RHA Support of Resident Initiatives, Resident Capacity Building, Economic Development, Drug Elimination and Supportive Services	1408		26,000	29,298	29,298	24,298	COMPLETED
M 99-2	RHA Staff Training	1408		10,000	6,565	6,565	6,565	COMPLETED
M 99-3	Photo Copying Equipment	1408		30,000	15,135	15,135	15,135	PURCHASED.
M 99-4	Grants Writer/Administrator - Cancelled	1408		55,000	0	0	0	CANCELLED
M 99-4.1	New RHA Telephone System	1408		0	113,066	113,066	113,066	COMPLETED
M 99-4.2	Retain Human Resource Analyst	1408		0	34,093	34,093	34,093	RETAINED
M 99-5	Retain External Legal Counsel To Assist In Eviction Process	1408		60,000	6,400	6,400	6,400	COMPLETED
Finance								
M 99-6	Hire Accountant To Assist With GAAP Conversion Process (2-Year Position)	1408		75,000	82,277	82,277	82,277	COMPLETED
M 99-7	Engage Fixed Assets Appraiser	1408		45,000	20,000	20,000	20,000	COMPLETED
M 99-8	Administration	1410		316,800	316,800	316,800	316,800	COMPLETED
M 99-9	Audit	1411		2,000	2,000	2,000	2,000	COMPLETED
M 99-10	Fees & Costs	1430		156,400	227,193	227,193	227,193	COMPLETED
	SITE IMPROVEMENTS							
M 99-11	Security Lighting	1430		0	63,000	63,000	63,000	COMPLETED
PHA- WIDE								

	SITE IMPROVEMENTS (CONT'D)							
M99-12 Nystrom Village 10-2	Phase 1 Exterior Improvements To Include Landscaping, Fencing, Storm Drainage Improvements, and Structure Work On Foundation (Including In Capital Fund)	1450		330,000	0	0	0	Included In Capital Fund 711
M 99-13 Easter Hill 10-3	Minor Facelift Of Phases I-IV To Include Fencing And Landscaping Stage 1. (Cancelled Due To Hope VI)	1450		125,000	0	0	0	Cancelled, Hope VI Grant Will Accomplish
M 99-14 Triangle Court 10-11	Security Fencing (Moved To Capital Fund 711)	1450		207,804	0	0	0	Moved To Capital Fund 711
	DWELLING STRUCTURES							
M 99-15 Nystrom Village 10-2	Security Screen Doors - Rear	1460		20,000	0	0	0	CANCEELED
M 99-16 Nystrom Village 10-2	Moisture Barriers (Part of 504)	1460		0	0	0	0	Included In 504
M 99-17 Easter Hill 10-3	Minor Facelift Of Phase I-IV To Include Painting and Window Grilles (Cancelled Due To Hope VI)	1460		75,000	0	0	0	Cancelled Due To Receipt Of Hope VI Grant
M 99-17.1 Friendship Manor 10-6	Storage/Water Heater Door Replacement	1460		0	52,022	52,022	52,022	COMPLETED
M 99-18 Easter Hill 10-3	Security Screen Doors – Rear	1460		50,000	0	0	0	CANCELLED
M 99-19 Easter Hill 10-3	Comprehensive Modernization – Completion Of Phase V	1460		0	226,886	226,886	226,886	COMPLETED
M 99- 20 Hacienda 10-4	Balcony Resurfacing	1460		0	128,000	128,000	128,000	COMPLETED

	DWELLING STRUCTURES (CONT'D)							
M 99-21 Nevin Plaza 10-12/13	Elevator Repairs	1460		0	5,900	5,900	5,900	COMPLETED
M 99-21.1 Hacienda, Friendship Manor, And Nevin Plaza 10-4,10-6,10-12/13	LBP And Asbestos Abatement	1460		0	12,538	12,538	12,538	COMPLETED
M 99-22 Nevin Plaza 10-12/13	Front Door Repair/Replacement (Moved From CGP 707)	1460		0	9,122	9,122	9,122	COMPLETED
	DWELLING EQUIPMENT - NONEXPENDABLE							
M 99-22.1 Nevin Plaza and Hacienda 10-12/13, 10-4	Security Camera And Enhancements	1465		0	31,495	31,495	31,495	INSTALLED
M 99-23 PHA-WIDE	Bathroom Grab Bars At Senior Sites (Part Of 504)	1465		0	0	0	0	Included In 504
M 99-23.1 Easter Hill 10-3	Refrigerators For Phase V	1465		0	3,046	3,046	3,046	COMPLETED
	NON-DWELLING STRUCTURES							
M 99-24 PHA-WIDE	504 Compliance Areas	1470		0	185,619	185,619	185,619	COMPLETED
M 99-25 Maintenance Facility	Critical Electrical Work At Maintenance Building (Moved to Capital Fund 711)	1470		0	0	0	0	Moved To Capital Fund 711
M 99-26 Maintenance Facility	Fire Sprinklers (Moved To Capital Fund 711)	1470		0	0	0	0	Moved To Capital Fund 711
M 99-26.1 Hacienda 10-4	504 Refrigerator/Freezer	1475		0	6,528	6,528	6,528	INSTALLED
M99-27 Easter Hill	Relocation – Phase V	1495		0	8,763	8,763	8,763	COMPLETED

10-3								
M 99-28 Hacienda 10-4	Relocation	1495		0	3,258	3,258	3,258	COMPLETED

1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement(2) to be completed for the Performance and Evaluation Report

Signature of Executive Director and Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X

Annual Statement/Performance and Evaluation Report
Comprehensive Grant Program (CGP) **Part I: Summary**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

HA Name: HOUSING AUTHORITY OF THE CITY OF RICHMOND | Comprehensive Grant Number: CA39P01050102 | FFY of Grant Approval: 2002

☐ Original Annual Statement Reserve for Disasters/Emergencies ☐ Revised Annual Statement/Revision Number ____
☒ Performance and Evaluation Report for Program Year Ending 12/31/2002 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account		Total Estimated Cost		Total Actual Cost (2)	
			Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds		0	0	0	0
2	1406	Operations	282,670	0	282,670	282,670
3	1408	Management Improvements Soft Costs	75,228	0	0	0
		Management Improvements Hard Costs	6,000	0	0	0
4	1410	Administration	275,000	0	0	0
5	1411	Audit	2,000	0	0	0
6	1415	Liquidated Damages	0	0	0	0
7	1430	Fees and Costs	35,000	0	0	0
8	1440	Site Acquisition	0	0	0	0
9	1450	Site Improvement	338,453	0	0	0
10	1460	Dwelling Structures	35,000	0	0	0
11	1465.1	Dwelling Equipment - Nonexpendable	30,000	0	0	0
12	1470	Nondwelling Structures	310,000	0	0	0
13	1475	Nondwelling Equipment	0	0	0	0
14	1485	Demolition	0	0	0	0
15	1490	Replacement Reserve	0	0	0	0
16	1492	Moving To Work Demostration	0	0	0	0
17	1495.1	Relocation Costs	0	0	0	0
18	1499	Development Activities	0	0	0	0
19	1502	Contingency	0	0	0	0
	Amount of Annual Grant (Sum of lines 2-19)		1,413,351	0	282,670	282,670

	Amount of Line 19 Related to LBP Activities	0	0	0	0
	Amount of Line 19 Related to Section 504 Compliance	300,000	0	0	0
	Amount of Line 19 Related to Security – Soft Costs	0	0	0	0
	Amount Of Line 19 Related To Security – Hard Costs	10,000	0	0	0
	Amount of Line 19 Related to Energy Conservation Measures	10,000	0	0	0
	Collateralization Expense Or Debt Service	0	0	0	0

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: City of Richmond Housing Authority (CA010)		**Grant Type and Number** Capital Fund Program Grant No.: CA39P01050102					**Federal FY of Grant:** 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost Obligated	Total Actual Cost Expended	Status of Work
M 02-1 PHA-Wide	Operations		1406		282,670		282,670	282,670	COMPLETED
M 02-2	RHA Support Of Resident Initiatives, Resident Capacity Building, Economic Development, Drug Elimination And Supportive Services		1408		33,228		0	0	Planning Stage
M 02-3	Records Retention Program Improvements		1408		37,000		0	0	Underway
M 02-4	Staff Training		1408		5,000		0	0	Not Started
M 02-5	Laser Printer For Finance Checks		1408		6,000		0	0	Investigating Options
M 02-6	Administration		1410		275,000		0	0	Will Obligate 1/2003
M 02-7	Audit		1411		2,000		0	0	Not Started
M 02-8	Fees and Costs		1430		35,000		0	0	Planning Stage
M 02-9 Nystrom Village 10-2	Phase 1 Exterior Improvements Site Lighting/Playgrounds Parking Areas/Tree Trimming		1450		258,453		0	0	Planning Stage
M 02-10 Triangle Court 10-11	Security Fencing – Completion		1450		10,000		0	0	Planning Stage
M 02-11 Triangle Court 10-11	Tot Lot		1450		50,000		0	0	Not Started
M 02-12 Hacienda 10-4	Irrigation Controller		1450		5,000		0	0	Not Started
M 02-13 Friendship Manor 10-6	Irrigation Controller		1450		5,000		0	0	Not Started

M 02-14 Nevin Plaza 10-12/13	Court Yard Exterior Furniture		1450		10,000		0	0	Not Started
M 02-15 Friendship Manor 10-6	Gutter Replacement		1460		25,000		0	0	Not Started
M 02-16 PHA-WIDE	Plumbing Fixtures		1460		10,000		0	0	Not Started
M 02-17 PHA-WIDE	New Drapes/Blinds		1465		30,000		0	0	Not Started
M 02-18 Maintenance Building And Triangle Court	504 Common Areas		1470		300,000		0	0	Planning Stage
M 02-19 PHA-WIDE	Office Conversion		1470		10,000		0	0	Planning Stage
M 02-20 PHA-WIDE	Water Heaters		1475		10,000		0	0	Not Started
M 02-21 Administrative Office	New Board Room Furniture		1475		14,000		0	0	Under Investigation

Signature of Executive Director & Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator & Date: X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: City of Richmond Housing Authority (CA010)	**Grant Type and Number** Capital Fund Program Grant No.: CA39P01050102	**Federal FY of Grant:** 2002

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Management Improvements	7/1/2004			7/1/2006			
CA 10-2 Nystrom Village	7/1/2004			7/1/2006			
CA 10-4 Hacienda	7/1/2004			7/1/2006			
CA 10-6 Friendship Manor	7/1/2004			7/1/2006			
CA 10-11 Triangle Court	7/1/2004			7/1/2006			
CA 10-12/13 Nevin Plaza	7/1/2004			7/1/2006			
PHA-Wide Non-Dwelling Equipment	7/1/2004			7/1/2006			

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement/Performance and Evaluation Report

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

PHA Name:	**Grant Type and Number**	**Federal FY of Grant:**
City of Richmond Housing Authority (CA010)	Capital Fund Program Grant No.: CA39R01050102	2002

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

☒Performance and Evaluation Report for Period Ending 12/31/2002 ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	0	0	0	0
3	1408 Management Improvements Soft Costs	0	0	0	0
	Management Improvements Hard Costs	0	0	0	0
4	1410 Administration	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	21,612	0	0	0
19	1502 Contingency	0	0	0	0
	Amount of Annual Grant: (sum of lines 2-19)	**21,612**	**0**	**0**	**0**
	Amount of line XX Related to LBP Activities	0	0	0	0
	Amount of line XX Related to Section 504 Compliance	0	0	0	0
	Amount of line XX Related to Security – Soft Costs	0	0	0	0
	Amount of line XX Related to Security – Hard Costs	0	0	0	0
	Amount of line XX Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expense or Debt Service	0	0	0	0

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: City of Richmond Housing Authority (CA010)		**Grant Type and Number** Capital Fund Program Grant No.: CA39R01050102					**Federal FY of Grant:** 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-WIDE R 02-1	Replacement Housing		1499		21,612		0	0	Pending HUD Approval Of Garvin Property

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name:	**Grant Type and Number**	**Federal FY of Grant:**
City of Richmond Housing Authority (CA010)	Capital Fund Program Grant No.: CA39R01050102	2002

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Replacement Housing	7/1/2004			7/1/2006			

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number CA39P01050100 FFY of Grant Approval: 10/2000

☐ Original Annual Statement ☐ Revised Annual Statement/Revision Number 4

X Performance and Evaluation Report for Program Year Ending 12/31/2002

Line No.	Summary by Development Amount	Total Estimated Cost	Obligated	Expended
1	Total Non-CGP Funds	0	0	0
2	1406 Operations	$ 293,960	293,960	293,960
3	1408 Management Improvements	$ 55,162	55,162	55,162
4	1410 Administration	$ 237,600	237,600	237,600
5	1411 Audit	$ 2,000	2,000	2,000
6	1415 Liquidated Damages	0	0	0
7	1430 Fees and Costs	0	0	0
8	1440 Site Acquisition	0	0	0
9	1450 Site Improvement	$ 289,973	289,973	46,893
10	1460 Dwelling Structures	$ 131,593	131,593	63,120
11	1465.1 Dwelling Equipment-Nonexpendable	0	0	0
12	1470 Nondwelling Structures	$ 451,444	451,444	61,902
13	1475 Nondwelling Equipment	0	0	0
14	1485 Demolition	0	0	0
15	1490 Replacement Reserve	0	0	0
16	1492 Moving to Work Demonstration	0	0	0
17	1495.1 Relocation Costs	$ 8,070	8,070	1,478
18	1498 Mod Used for Development	0	0	0
19	1502 Contingency	0	0	0
20	**Amount of Annual Grant (Sum of lines 2-19)**	$1,469,802	1,469,802	762,115
21	Amount of line 20 Related to LBP Activities	$ 44,415	44,415	22,022
22	Amount of line 20 Related to Section 504 Compliance	$ 451,444	451,444	61,902
23	Amount of line 20 Related to Security	$ 57,000	57,000	37,800
24	Amount of line 20 Related to Energy Conservation Measures	0	0	0

Signature of Executive Director and Date:	Signature of Public Housing Director/Office of Native American Programs Administrator and Date:
X	X

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost	Obligated	Expended	Comments
PHA-Wide						
M 00-1	Operating Subsidy	1406	293,960	293,960	293,960	Completed
	Management Improvements					
M 00-2	RHA Support of Resident Initiatives, Resident Capacity Building, Economic Development, Drug Elimination and Supportive Services	1408	52,162	52,162	52,162	Completed
M 00-3	Photocopying Equipment	1408	0	0	0	Cancelled
M 00-4	Staff Training	1408	3,000	3,000	3,000	Completed
M 00-5	Develop Performance Standards	1408	0	0	0	Moved To 710
M 00-6	Install Phones at Resident Council Office and Bulletin Board in Each Community Building	1408	0	0	0	Moved To 710
M 00-7	Retain Human Resource Analyst to Design Employee Performance Improvement Plan and Handle All Routine Personnel Matters (see M 99-4.2 & M 01-6)	1408	0	0	0	Moved To 708 & 710
M 00-8	Administration	1410	237,600	237,600	237,600	Completed
M 00-9	Audit	1411	2,000	2,000	2,000	Completed
M 00-10	Site Acquisition	1440	0	0	0	Cancelled
M 00-10.1	Security Lighting – PHA-WIDE (Completion)	1450	57,000	57,000	0	Nearly Completed

M 00-11 Nystrom Village 10-2	Phase 1 Exterior Improvements Sites Lighting/Playgrounds Parking Areas/Tree Trimming	1450	223,800	223,800	0	Contract Awarded
M 00-12 Easter Hill 10-3	Phase V Landscaping/Irrigation Repair	1450	9,093	9,093	9,093	Completed
M 00-13 Triangle Court 10-11	Security Fencing (Moved to 711)	1450	0	0	0	Moved To 711
M 00-14 Easter Hill 10-3	Minor Facelift Of Phases 1-IV To Include Painting And Window Grill (Cancelled Due To Hope VI)	1460	0	0	0	Cancelled
M 00-14.1 Hacienda 10-4	Kitchen Plumbing	1460	87,178	87,178	41,098	Nearly Completed
M 00-14.2 Hacienda, Friendship Manor, Nevin Plaza 10-4, 10-6, 10-12/13	LBP And Asbestos Abatement (Completion)	1460	44,415	44,415	22,022	Nearly Completed
M 00-15 Administration Building	Minor Rehab Administration Office	1470	0	0	0	Cancelled
M 00-16 Maintenance Facility	Rehab Maintenance Building (Moved To 711)	1470	0	0	0	Moved To 711
M 00-16.1 PHA-WIDE	504 Common Areas – Phase 3	1470	451,444	451,444	61,902	Tinney Portions Nearly Completed. Contracts awarded To Nickleberry Construction And Alten Construction
M 00-17 PHA-WIDE	Install Gas Shut-off Valves At Nystrom, Easter Hill Phase V, Friendship Manor And Triangle Court	1475	0	0	0	Postponed

M 00-18 Friendship 10-6	Relocation	1495	0	0	0	Moved To 710
M 00-18.1 Hacienda 10-4	Relocation	1495	8,070	8,070	1,478	Nearly Completed
Signature of Executive Director and Date: X			Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X			

Annual Statement
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number CA39R01050100 FFY of Grant Approval: 10/2000

☐ Original Annual Statement ☐ Revised Annual Statement/Revision Number

X Performance and Evaluation Report for Program Year Ending 12/31/2002

Line No.	Summary by Development Amount	Total Estimated Cost	Obligated	Expended
1	Total Non-CGP Funds	0	0	0
2	1406 Operations	0	0	0
3	1408 Management Improvements	0	0	0
4	1410 Administration	0	0	0
5	1411 Audit	0	0	0
6	1415 Liquidated Damages	0	0	0
7	1430 Fees and Costs	0	0	0
8	1440 Site Acquisition	0	0	0
9	1450 Site Improvement	0	0	0
10	1460 Dwelling Structures	0	0	0
11	1465.1 Dwelling Equipment-Nonexpendable	0	0	0
12	1470 Nondwelling Structures	0	0	0
13	1475 Nondwelling Equipment	0	0	0
14	1485 Demolition	0	0	0
15	1490 Replacement Reserve	0	0	0
16	1492 Moving to Work Demonstration	0	0	0
17	1495.1 Relocation Costs	0	0	0
18	1498 Mod Used for Development	28,837	0	0
19	1502 Contingency	0	0	0
20	**Amount of Annual Grant (Sum of lines 2-19)**	28,837	0	0
21	Amount of line 20 Related to LBP Activities	0	0	0
22	Amount of line 20 Related to Section 504 Compliance	0	0	0
23	Amount of line 20 Related to Security	0	0	0
24	Amount of line 20 Related to Energy Conservation Measures	0	0	0

Signature of Executive Director and Date:	Signature of Public Housing Director/Office of Native American Programs Administrator and Date:
X	X

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost	Obligated	Expended	Comments
PHA-WIDE R 00-1	Replacement Housing	1498	28,837	0	0	Pending HUD Approval Of Garvin Property

Signature of Executive Director and Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X

Annual Statement
Capital Fund Program (CFP) Part III: Supporting Table

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PHA-Wide Replacement Housing R 00-1	12/31/2002	9/30/2003
Signature of Executive Director and Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator and Date: X	

Annual Statement/Performance and Evaluation Report

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

PHA Name:	**Grant Type and Number**	**Federal FY of Grant:**
City of Richmond Housing Authority (CA010)	Capital Fund Program Grant No.: CA39P01050101	2001

☐Original Annual Statement ☐Reserve for Disasters/Emergencies ☐Revised Annual Statement (revision no:)
☒Performance and Evaluation Report for Period Ending 12/31/2002 ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	300,557	300,557	300,557	300,557
3	1408 Management Improvements Soft Costs	200,321	166,228	103,279	64,354
	Management Improvements Hard Costs	0	0	0	0
4	1410 Administration	185,842	185,842	185,842	176,605
5	1411 Audit	2,000	2,000	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	31,065	31,065	24,227	1,464
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	420,000	355,387	355,387	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment - Nonexpendable	15,000	15,000	0	0
12	1470 Nondwelling Structures	240,000	331,706	301,441	0
13	1475 Nondwelling Equipment	103,000	105,000	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	5,000	10,000	0	0
18	1499 Development Activities	0	0	0	0
19	1502 Contingency	0	0	0	0
	Amount of Annual Grant: (sum of lines 2-19)	**1,502,785**	**1,502,785**	**1,270,733**	**542,980**
	Amount of line XX Related to LBP Activities	0	0	0	0
	Amount of line XX Related to Section 504 Compliance	240,000	333,706	333,706	0
	Amount of line XX Related to Security – Soft Costs	0	0	0	0
	Amount of line XX Related to Security – Hard Costs	64,613	0	0	0
	Amount of line XX Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expense or Debt Service	0	0	0	0

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: City of Richmond Housing Authority (CA010)		**Grant Type and Number** Capital Fund Program Grant No.: CA39P01050101					**Federal FY of Grant:** 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost Obligated	Total Actual Cost Expended	Status of Work
M 01-1 PHA-Wide	Operations		1406		300,557		300,557	300,557	Completed
M 01-2	RHA Support Of Resident Initiatives, Resident Capacity Building, Economic Development, Drug Elimination and Supportive Services		1408		40,000		1,934	111	Underway
M 01-3	Apprenticeship Program (Postponed)		1408		0		0	0	Postponed
M 01-4	Staff Training		1408		20,000		5,118	5,118	Underway
M 01-5	Develop Performance Standards		1408		10,000		0	0	Not Started
M 01-6	Retain Human Resource Analyst To Design Employee Performance Improvement Plan And handle All Routine Personnel Matters		1408		65,907		65,907	28,805	In Process
M 01-7	Computer Software Upgrades		1408		30,321		30,321	30,321	Completed
M 01-8	Administration		1410		185,842		185,842	176,605	Nearly Completed
M 01-9	Audit		1411		2,000		0	0	Awaiting Billing
M 01-10	Fees And Costs		1430		31,065		24,227	1,464	Underway
M 01-11 Nystrom Village 10-2	Phase 1 Exterior Improvements Site Lighting/Playgrounds Parking Areas/Tree Trimming		1450		355,387		355,387	0	Contract Awarded
M 01-12 Triangle Court 10-11	Security Fencing (Moved To 711)		1450		0		0	0	Moved To 711
M 01-13 PHA-WIDE	Hardwired Smoke Detectors At Nystrom Village, Friendship Manor, Triangle Court, Nein Plaza And Hacienda		1461.1		15,000		0	0	Not Started
M 01-13.1	504 Common Areas Phase 4		1470		331,706		301,441	0	Contract Awarded

M 01-14 Nevin Plaza 10-12/13	Boiler System		1475		100,000		0	0	Not Started
M 01-15 Administration Building	Modernization Office Equipment		1475		3,000		0	0	Pending
M 01-16 PHA-WIDE	Computer Hardware Upgrades		1475		0		0	0	Cancelled
M 01-16.1 PHA-WIDE	504 Kitchen Appliances		1475		2,000		0	0	On Order
M 01-17 Nystrom Village	Relocation		1495		5,000		0	0	Not Started
M 01-18 Friendship Manor 10-6	Relocation		1495		5,000		0	0	Not Started

Signature of Executive Director & Date: X	Signature of Public Housing Director/Office of Native American Programs Administrator & Date: X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: City of Richmond Housing Authority (CA010)	**Grant Type and Number** Capital Fund Program Grant No.: CA39P01050101	**Federal FY of Grant:** 2001

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Management Improvements	9/30/2003			9/30/2004			
CA 10-2 Nystrom Village	9/30/2003			9/30/2004			
CA 10-4 Hacienda	9/30/2003			9/30/2004			
CA 10-6 Friendship Manor	9/30/2003			9/30/2004			
CA 10-11 Triangle Court	9/30/2003			9/30/2004			
CA 10-12/13 Nevin Plaza	9/30/2003			9/30/2004			
PHA-WIDE Non-Dwelling Equipment	9/30/2003			9/30/2004			

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement/Performance and Evaluation Report

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

PHA Name:	**Grant Type and Number**	**Federal FY of Grant:**
City of Richmond Housing Authority (CA010)	Capital Fund Program Grant No.: CA39R01050101	2001

☐Original Annual Statement ☐Reserve for Disasters/Emergencies ☐Revised Annual Statement (revision no:)
☒Performance and Evaluation Report for Period Ending 12/31/2002 ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	0	0	0	0
3	1408 Management Improvements Soft Costs	0	0	0	0
	Management Improvements Hard Costs	0	0	0	0
4	1410 Administration	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structures	0	0	0	0
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	22,686	0	0	0
19	1502 Contingency	0	0	0	0
	Amount of Annual Grant: (sum of lines 2-19)	**22,686**	**0**	**0**	**0**
	Amount of line XX Related to LBP Activities	0	0	0	0
	Amount of line XX Related to Section 504 Compliance	0	0	0	0
	Amount of line XX Related to Security – Soft Costs	0	0	0	0
	Amount of line XX Related to Security – Hard Costs	0	0	0	0
	Amount of line XX Related to Energy Conservation Measures	0	0	0	0
	Collateralization Expense or Debt Service	0	0	0	0

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: City of Richmond Housing Authority (CA010)		**Grant Type and Number** Capital Fund Program Grant No.: CA39R01050101					**Federal FY of Grant:** 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost Obligated	Total Actual Cost Expended	Status of Work
PHA-WIDE	Replacement Housing		1499		22,686		0	0	Pending HUD Approval Of Garvin Property

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: City of Richmond Housing Authority (CA010)	**Grant Type and Number** Capital Fund Program Grant No.: CA39r01050101	**Federal FY of Grant:** 2001

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide Management Improvements	9/30/2003			9/30/2004			

Signature of Executive Director & Date:	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
X	X