

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

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# PHAPlans

5YearPlanforFiscalYears2000-2004

AnnualPlanforFiscalYear2003

## IndianapolisHousingAgency

Prepared6/02,Updated8/02,09/02and10/02

## PHA Plan Agency Identification

**PHAName:** *Indianapolis Housing Agency*

**PHANumber:** *IN017*

**PHAFiscalYearBeginning :** *01/2003*

### 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

**PHAF ISCAL YEARS2000-2004**  
[24CFRPart903.5]

**A.Mission**

StatethePHA'smissionforservingtheneedsoflow-income,verylowincome,andextremely low-incomefamiliesinthePHA'sjurisdiction. *(selectoneofthechoicesbelow)*

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.

- X The PHA's mission is: **To be a top performing agency that: Provides quality affordable housing; contributes to safe communities; encourages individual and family self-sufficiency; and affirmatively promotes fair housing.**

**B.Goals(SeeGoals&ResultsAttachment )**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA 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 PHA scores achieved.) PHA should identify these measures in the space to the right of or below the stated objectives.

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

- X PHA Goal: Expand the supply of assisted housing  
Objectives:
- X Apply for additional rental vouchers: **Apply for 2,100 vouchers over 5 years**
  - X Reduce public housing vacancies: **Achieve a 97% occupancy rate by 2004**
  - X Leverage private or other public funds to create additional housing opportunities: **Submit two tax credit applications per year totaling \$1.5 million through 2004 for Clearstream Gardens and Brokenburr Trails**
  - X Acquire or build units or developments: **Acquire 2 sites by 2004** 1  
Other *(list below)*

- X PHAGoal:Improvethethequalityofassistedhousing  
Objectives:
  - X Improvepublichousingmanagement: **IncreasePHASscoreto95by 2004**
  - X Improvevouchermanagement: **IncreaseSEMAPscoreto110by 2003**
  - X Increasecustomersatisfaction: **Implementthecustomersatisfaction policy**
  - X Concentrateoneffortstoimprovespecificmanagementfunctions: (list;e.g.,publichousingfinance;voucherunitinspections): **Agency widecross-trainingprogramisinexistence**
  - X Renovateormodernizepublichousingunits: **1250unitsover5years**
  - X Demolishordisposeofobsoletepublichousing: **2developmentsover 5yearsClearstreamcompleted(2002)Brokenburr(2003)**
  - X Providereplacementpublichousing: **Complete2HopeVI applicationsin5yearsBrokenburrrsubmitted(2001)andtobe revisedandresubmitted(2002)**
  - X Providereplacementvouchers: **150over5years,basedon2HopeVI projects**  
Other: *(listbelow)*

- X PHAGoal:Increaseassistedhousingchoices  
Objectives:
  - X Providevoucher mobilitycounseling: **12,500clientsover5years**
  - X Conductoutreacheffortstopotentialvoucherlandlords: **Implement newmarketingplan**
  - X Increasevoucherpaymentstandards: **(Automatic)**
  - X Implementvoucherhomeownershipprogram: **25-50clientsover5 years**
  - X Implementpublichousingorotherhomeownershipprograms: **147 clientstoreceiveassistanceinpurchasinghomesover5years**
  - X Implementpublichousing site-basedwaitinglists: **Completed2002**
  - X Convertpublichousingtovouchers:
  - X Other: **Publichousingunitsaredeprogrammedandusedinan assistedtransitionalprogramoperatedbyalocalchurch, non-profitandresidentcouncilorganizationinBeechwood Gardensdevelopment(CompletedinFY2000)**

**HUDStrategicGoal:Improvecommunityqualityoflifeandeconomicvitality**

- X PHAGoal:Provideanimprovedlivingenvironment  
Objectives:
  - X Implementmeasurestodeconcentratepovertybybringinghigher

- income public housing households into lower income developments: **10% over 5 years (Analyzed and identified sites—Beechwood (Completed 2001), Rowney and Twin Hills—in FY 2003)**
- X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: **10% over 5 years (Analyzed and identified site—Hawthorne—in FY 2000 Completed 2002) (Analyzed and identified site-Blackburn Terrace FY 2003)**
- X Implement public housing security improvements: **20% reduction in the crime rate**
- X Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- X Other: **Implemented (2002) housekeeping program by housing management and supported by resident relations**

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

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

Objectives:

- X Increase the number and percentage of employed persons in assisted families **25% over 5 years**
- X Provide or attract supportive services to improve assistance recipients' employability: **Add at least 100 new providers to the system of services**
- X Provide or attract supportive services to increase independence for the elderly or families with disabilities: **Provide needed services**  
Other: *(list below)*

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

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

Objectives:

- X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability: **Provide community education and Spanish translation through workshops and dissemination of printed material.**
- X 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:

**X** Undertakeaffirmativemeasurestoensureaccessiblehousingtopersons  
withallvarietiesofdisabilitiesregardlessofunitsizerequired: **Issue**  
**voucherto250familiesover5yearsandworkwithagenciesand**  
**supportgroupsthatservepeoplewithdisabilities.**

Other: *(listbelow)*

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

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

**X StandardPlan**

**StreamlinedPlan:**

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

**TroubledAgencyPlan**

**ii. ExecutiveSummaryoftheAnnualPHAPlan**

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypolicies,thePHAhasincludedintheAnnualPlan.

- ◆ **Expandthesupplyoffassistedhousingby(1)achievinga90%occupancyrate and(2)leveraging\$5millioninfinancialresources(i.e.TaxCredits,Bond financing,andgrants).**
- ◆ **Improvethethequalityoffassistedhousingby(1)applyingforanewHOPEVI project(siteselectioncurrentlyinprocess),(2)andimprovingcurbappealof properties.**
- ◆ **Increaseassistedhousingchoicesby(1)improvingtheagency'sPHAScore to85%and(2)implementtheSection8HomeownershipProgram.**
- ◆ **Provideanimprovedlivingenvironmentby(1)continuingtoreducethecrime rateand(2)workingtowarddeconcentrationandincomemixingin BlackburnTerrace,RowneyandTwinHills.**
- ◆ **Promoteself-sufficiencyby(1)continuingtoincreaseemploymentand traininginassistedfamilies,and(2)reducingteenpregnancy,drugand alcoholabuse,crime,andschoolfailure.(3)changepreferencetopromoting employmentretentionandenrollmentinjobtrainingprograms.**
- ◆ **Ensureequalopportunityby(1)workingwiththeCityofIndianapolis, Townshipschools,andIndianapolisPublicSchoolstopromotefairhousing opportunitiesthroughtheMarionCountyCenterforHousingOpportunities.**

### iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

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

#### Table of Contents

	<u>Page#</u>
<b>Annual Plan</b>	
i. Executive Summary	7
ii. Table of Contents	8
1. Housing Needs	12
2. Financial Resources	18
3. Policies on Eligibility, Selection and Admissions	19
4. Rent Determination Policies	28
5. Operations and Management Policies	32
6. Grievance Procedures	33
7. Capital Improvement Needs	34
8. Demolition and Disposition	36
9. Designation of Housing	37
10. Conversions of Public Housing	38
11. Homeownership	40
12. Community Service Programs	42
13. Crime and Safety	44
14. Pets ( <i>Inactive for January 1 PHAs</i> )	46
15. Civil Rights Certifications ( <i>included with PHA Plan Certifications</i> )	46
16. Audit	46
17. Asset Management	46
18. Other Information	47

#### 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 filename in parentheses in the space to the right of the title.

#### Required Attachments:

- A** Admissions Policy for Deconcentration
- B** FY2001 Capital Fund Program Annual Statement  
Most recent board-approved operating budget (*Required Attachment for PHA that are troubled or at risk of being designated troubled ONLY*)

#### Optional Attachments:

- D** PHA Management Organizational Chart
- E** FY2000 Capital Fund Program 5 Year Action Plan
- F** Public Housing Drug Elimination Program (PHDEP) Plan
- G** 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<b>X</b>	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
<b>X</b>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/ 99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public housing rent determination policies, including the methodology for setting public housing flat rents <b>X</b> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination

<b>X</b>	Schedule of flat rents offered each public housing development <b>X</b> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
<b>X</b>	Section 8 rent determination (payment standard) policies <b>X</b> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<b>X</b>	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
<b>X</b>	Public housing grievance procedures <b>X</b> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
<b>X</b>	Section 8 informal review and hearing procedures <b>X</b> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
<b>N/A</b>	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
<b>N/A</b>	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
<b>N/A</b>	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
<b>N/A</b>	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
<b>X</b>	Policies governing any Section 8 Homeownership program <b>X</b> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
<b>X</b>	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

<b>X</b>	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
<b>N/A</b>	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 903.79(a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	26,217	5	5	5	4	2	3
Income > 30% but <= 50% of AMI	20,946	3	5	5	3	3	4
Income > 50% but < 80% of AMI	29,393	3	2	5	1	5	5
Elderly	15,187	4	5	2	4	1	5
Families with Disabilities	72,000 people	3	4	3	5	2	5
Race/Ethnicity: White-Total	50,149	3	4	3	4	1	2
White-Hispanic	2,343	3	4	3	4	1	2
Race/Ethnicity: Black	25,534	5	4	3	4	1	3
Race/Ethnicity: Am. Indian	260	3	4	3	4	1	3
Race/Ethnicity: Asian Pacific Is	612	3	4	3	4	1	3

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

*(Check all that apply.)*

**X** Consolidated Plan of the Jurisdiction/s

Indicate year: **2000-2004**

**X** U.S.Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset  
American Housing Survey data

Indicate year:

**X** Other housing market study: **A Housing Strategy for Indianapolis** by the **Indianapolis Housing Task Force, July, 1998**

**X** Other sources: **IHF A Statewide Housing Market Study**

**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-widewaiting list administered by the PHA.** PHA may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the Waiting List</b> As of 8/15/02			
Waiting list type: (select one) <b>X</b> 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/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1025		Data not tracked
Extremely low income <= 30% AMI	<i>Number combined With “Very Low”</i>	<i>See category below</i>	
Very low income (>30% but <=50% AMI)	991	96.7%	
Low income (>50% but <80% AMI)	27	2.6%	
Families with children	861 children	Family data not available	
Elderly families	30	2.9%	
Families with Disabilities	Data not available	Data not available	
Race/ethnicity: White	720 individuals	Family data not available	

Race/ethnicity: Black	1338individuals	Familydatanot available	
Race/ethnicity: AmericanIndian	2individuals	Familydatanot available	
Race/ethnicity: Unknown	24individuals	Familydatanot Available	
<b>Characteristicsby BedroomSize</b>			
1BR	186	17.0%	Datanotracked
2BR	262	24%	Datanotracked
3BR	602	55.1%	Datanotracked
4BR	33	3.0%	Datanotracked
5BR	10	.9%	Datanotracked
5+BR	-0-	-0-	Datanotracked
Isthewaitinglistclosed(selectone)?No <b>X</b> Yes			
Ifyes: Howlonghasitbeenclosed(#ofmonths)? <b>Elevenmonths</b>			
DoesthePHAexpectreopentheListinthePHAPlanyear?No <b>X</b> Yes			
DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed?No <b>X</b> Yes			

<b>HousingNeedsofFamiliesontheWaitingList</b>			
Asof8/15/02			
Waitinglisttype:(selectone)			
Section8tenant-basedassistance			
<b>X</b> PublicHousing			
CombinedSection8andPublicHousing			
PublicHousingSite-Basedorsub-jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/sub-jurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	1331	100%	Datanotracked
Extremelylow income<=30% AMI	1174	88%	
Verylowincome (>30%but<=50% AMI)	144	11%	
Lowincome(>50% but<80%AMI)	13	1%	
Familieswith children	868	65%	

Elderlyfamilies	75	6%	
Familieswith Disabilities	125	9%	
Race/ethnicity: White	173	13%	
Race/ethnicity: Black	1134	85%	
Race/ethnicity: Other	24	2%	
Race/ethnicity:			
Characteristicsby BedroomSize (PublicHousingOnly)			
1BR	433	33%	Datanotracked
2BR	487	37%	Datanotracked
3BR	332	25%	Datanotracked
4BR	70	5%	Datanotracked
5BR	9	1%	Datanotracked
5+BR	N/A	N/A	Datanotracked
Isthewaitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Ifyes: Howlonghasitbeenclosed(#ofmonths)? DoesthePHAexpectreopentheListinthePHAPlanyear?No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthe jurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,andtheAgency'sreasonsfor choosingthisstrategy.

#### (1)Strategies

**Need:Shortageofaffordablehousingforalleligiblepopulations**

**Strategy1:MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:**

*Selectallthatapply*

- Employeffectivemaintenanceandmanagementpoliciestominimizethenumberofpublichousingunitsoff-line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixed

- financedevelopment
- X Seekreplacementofpublichousingunitslosttotheinventorythroughsection 8replacementhousingresources
- X Maintainorincreasesection8lease-upratesbyestablishingpaymentstandards thatwillenablefamielstorentthroughoutthejurisdiction
- X Undertakemeasurestoensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardlessofunitsizerequired
- X Maintainorincreasesection8lease-upratesbymarketingtheprogranto owners,particularlythoseoutsideofareasofminorityandpoverty concentration
- X Maintainorincreasesection8lease-upratesbyeffectivelyscreeningSection8 applicantstoincreaseowneracceptanceofprogram
- X ParticipateintheConsolidatedPlandevelopmentprocesstoensure coordinationwithbroadercommunitystrategies
- Other (*listbelow*)

**Strategy2:Increasethenumberofaffordablehousingunitsby:**

*Selectallthatapply*

- X Applyforadditionalsection8unitsshouldtheybecomeavailable
- X Leverageaffordablehousingresourcesinthecommunitythroughthecreation ofmixed-financehousing
- X PursuehousingresourcesotherthanpublichousingorSection8tenant-based assistance.
- X Other: **EstablishandenhanceourworkingrelationshipwithIndiana HousingFinanceAuthority,IndianapolisNeighborhoodHousing Partnerships,localCDCs,developers,banks,andotherfinancial institutions**

**Need:SpecificFamilyTypes:Familiesatorbelow30%ofmedian**

**Strategy1:Targetavailableassistancetofamiliesatorbelow30%ofAMI**

*Selectallthatapply*

- X ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%of AMIinpublichousing
- X ExceedHUDfederaltargetingrequirementsforfamiliesatorbelow30%of AMIintenant-basedsection8assistance
- Employadmissionspreferencesaimedatfamilieswiththeconomichardships
- X Adoptrentpoliciesstosupportandencouragework
- Other: (*listbelow*)

**Need:SpecificFamilyTypes:Familiesatorbelow50%ofmedian**

**Strategy1:Targetavailableassistancetofamiliesatorbelow50%ofAMI**

*Select all that apply*

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: **At Concord and Eagle Creek all residents participate in Family Self-Sufficiency as a condition of their lease.**

**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 voucher 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 voucher 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 ethnicity with disproportionate housing needs**

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

*Select if applicable*

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

*Select all that apply*

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

**X Other: Comply with consent decree for public housing**

**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:

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

**2. Statement of Financial Resources**

[24CFR Part 903.79(b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	4,477,266	
b) Public Housing Capital Fund	3,815,400	
c) HOPEVI Revitalization	20,000,000	
d) HOPEVI Demolition	1,350,000	

e) Annual Contributions for Section 8 Tenant-Based Assistance	37,576,222	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and self-sufficiency Grants	688,475	
h) Community Development Block Grant	30,000	Public housing support services
i) HOME	30,000	
Other Federal Grants (list below)		
COPS	330,000	Public housing safety/security
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	2,954,626	Public housing operations
<b>4. Other income</b> (list below)		
<b>4. Non-federal sources</b> (list below)		
Dept. of Family & Children: IMPACT (State grant)		
In-Kind (Provider partners)		
<b>Total resources</b>	71,251,989	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24CFR Part 903.79(c)]

#### **A. Public Housing**

Exemptions: PHA 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)*
- X** When families are within a certain time of being offered a unit: **Two weeks**

**X** Other: **At point of application**

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

**X** Criminal or Drug-related activity

**X** Rental history

Housekeeping

**X** Other: **Credit check and Laurelwood has a residents screening committee**

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

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

e. **X** 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

**X** Site-based waiting lists

Other *(describe)*

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

PHA main administrative office

**X** PHA development site management office

**X** Other: **IHA Website**

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

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

**Twelve (all)** <sup>2</sup>

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

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 admission to public housing to families at or below 30% of median area income?

b. Transfer policies:

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

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

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing

(other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: *(select below)*

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

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

**1** Date and Time

Former Federal preferences:

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

Other preferences *(select all that apply)*

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

4. Relationship of preference to income targeting requirements:

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

**(5) Occupancy**

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

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

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

- At an annual reexamination and lease renewal
- Anytime 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) development 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

theresultsoftherequiredanalysisoftheneedtopromote  
deconcentrationofpovertyortoassureincomemixing?

c.Iftheanswertobwasyes,whatchangeswereadopted? *(selectallthatapply)*

Adoptionofsite-basedwaitinglists

Ifselected,listtargeteddevelopmentsbelow:

Employingwaitinglist“skipping”toachieveconcentrationofpovertyor  
incomemixinggoalsattargeteddevelopments

Ifselected,listtargeteddevelopmentsbelow:

Employingnewadmissionpreferencesattargeteddevelopments

Ifselected,listtargeteddevelopmentsbelow:

Other *(listpoliciesanddevelopmentstargetedbelow)*

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.Iftheanswertodwasyes,howwouldyoudescribethesechanges? *(selectallthat  
apply)*

Additionalaffirmativemarketing

Actionstoimprovethearketabilityofcertaindevelopments

Adoptionoradjustmentofceilingrentsforcertaindevelopments

Adoptionofrentincentivestoencourageconcentrationofpovertyand  
income-mixing

Other *(listbelow)*

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: **Twin Hills, Rowney,  
Beechwood (Completed 2002)**

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: **Hawthorne (Completed 2002),  
Blackburn Terrace**

## B. Section 8

Exemptions: PHA that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

**(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? *(select all that apply)*
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity *(list factors below)*
  - Other *(list below)*
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? *(select all that apply)*
- None
  - Criminal or drug-related activity
  - Other *(describe below)*

**(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? *(select all that apply)*
- None
  - Federal public housing
  - 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: **Project Based on site--Unity Park, Eastside Comm. Investment**

**CDC and the Phoenix Apartments. Special programs also include VASH (applicants apply through V.A. and FUP-Family Unification Program).**

**(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: **(1) If client provides proof that he/she has searched by providing a list of properties (with name and phone number of owners) and outcome of each. (2) If client has a medical reason for the delay and provides proof.**

**(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 admission to the section 8 program of families at or below 30% of median area income?

- b. Preferences

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

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

Former Federal preferences

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

Other preferences *(select all that apply)*

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

- Householdsthatcontributetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)
- Thosewhohavecompletedtheeducational,training,orupwardmobility programs.

3.IfthePHAwillemployadmissionspreferences,pleaseprioritizebyplacinga“1”in the spacethatrepresentsyourfirstpriority,a“2”intheboxrepresentingyour secondpriority,andsoon.Ifyougiveequalweighttooneormoreofthese choices(eitherthroughanabsolutehierarchyorthroughapointsystem),placethe samenumbertoeach.Thatmeansyoucanuse“1”morethanonce,“2”more thanonce,etc.

**1** DateandTime

FormerFederalpreferences

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

Otherpreferences(selectallthatapply)

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

4.Amongapplicantsonthewaitinglistwithethequalpreferencestatus,howare applicantsselected? (*selectone*)

- Dateandtimeofapplication
- Drawing(lottery)orotherrandomchoicetechnique

5.IfthePHAplanstoemploypreferencesfor“residentwholiveand/orworkinthe

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 preference to income targeting requirements: (select one)

The PHA applies preferences within income tiers

Not applicable: the pool of applicant families ensure 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 admission 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: **Informal hearings**

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

- Through published notices
- Other: **Marketing Campaign: Flyer to Community Development Corporations, Local Neighborhood Organizations, Township Trustee's Office, local churches, etc.**

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.79(d)]

##### **A. Public Housing**

Exemptions: PHA 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---

ThePHAemploysdiscretionarypoliciesfordeterminingincomebasedrent(If selected,continuetoquestionb.)

b. Minimum Rent

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

\$0

\$1-\$25

**X** \$26-\$50

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

3. If yes to question 2, list these policies below **: Admissions and Occupancy Policy is inconsistent with the QHWRA**

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

1. Yes **X** 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

**X** 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)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other *(list below)*

f. Rentre-determinations:

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

- Never
- At family option
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: *(if selected, specify threshold)* \_\_\_\_\_
- Other *(list below)*

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

## **(2) Flat Rents**

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

- This 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)

## **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 below 100% of FMR  
100% of FMR  
 Above 100% but at or below 110% of FMR  
Above 110% of FMR (if HUD approved; describe circumstances below)

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

- 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 sub-market
- To increase housing options for families
- Other *(list below)*

d. How often are repayment 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: **Rent Reasonableness Survey**

**(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**

[24CFR Part 903.79(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.)

<b>_ ProgramName</b>	<b>UnitsorFamilies ServedatYear Beginning</b>	<b>Expected Turnover</b>
PublicHousing	1575	23%
Section8Vouchers	5238	-0-
Section8Certificates	-0-	-0-
Section8ModRehab	-0-	-0-
SpecialPurposeSection 8Certificates/Vouchers (listindividually)	1437Vouchers	
PublicHousingDrug EliminationProgram (PHDEP)	12,000duplicated countofresidents	15%
OtherFederal Programs(list individually)		
FamilyInvestment Center	490duplicated	20%
ResidentTransportation Activities	36,298duplicatedcount ofresidents	-0-

### **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: **Maintenance Policy Manual, Admissions and Occupancy Policy (ACOP)**
- (2) Section 8 Management: **Section 8 Administrative Plan (includes HQS Inspection Policy)**

### **6. PHA Grievance Procedures**

[24CFR Part 903.79(f)]

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

#### **A. Public Housing**

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

If yes, list addition to federal requirements below: **Time frame as to criminal**

**activityreview**

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

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

**B. Section 8 Tenant-Based Assistance**

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

If yes, list addition to federal requirements below: **Time frame as to criminal activity review**

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

- PHA main administrative office
- Other *(list below)*

**7. Capital Improvement Needs**

[24CFR Part 903.79(g)]

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

**A. Capital Fund Activities**

Exemptions from sub-component 7A: 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 Plant template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to

the PHA Plan at Attachment A

-or-

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

**(2) Optional 5-Year Action Plan**

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

a. **X** 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:

**X** The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment A

-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 there)*

**B. HOPEVI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

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

**X** Yes No: a) Has the PHA received a HOPEVI revitalization grant? *(if no, skip to question c; if yes, provide response to question b for each grant, copying and completing as many times as necessary)*

b) Status of HOPEVI revitalization grant *(complete one set of questions for each grant)*

1. Development name: **Concord and Eagle Creek**

2. Development (project) number: **17-09,17-015**

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

Revitalization Plan under development

Revitalization Plans submitted, pending approval

Revitalization Plan approved

**X** Activities pursuant to an approved Revitalization Plan underway

**X** Yes No: c) Does the PHA plan to apply for a HOPEVI Revitalization grant in the Plan year?

If yes, list development name/s below: **Brokenburr**

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

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: **Not yet determined**

**8. Demolition and Disposition**

[24CFR Part 903.79(h)]

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

1. **X** 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

**X** 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.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	<b>Clearstream</b>
1b. Development (project) number:	IN36PO17014
2. Activity type:	Demolition <b>X</b> Disposition <b>X</b>
3. Application status (select one)	Approved <b>X (Disposition-10/26/99)</b> Submitted, pending approval <b>X (Demolition-submitted 5/4/99)</b> Planned application
4. Date application	<b>approved</b> , submitted, or planned for submission: <b>(10/26/99)</b>

5. Number of units affected: <b>250</b>
6. Coverage of action (select one) Part of the development <b>X</b> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <b>HOPE VI Demolition Grant Approved 11/16/02)</b> b. Projected end date of activity:

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Broken Burr Trails</b> 1b. Development (project) number: IN36PO17016
2. Activity type: Demolition <b>X</b> Disposition <b>X</b>
3. Application status (select one) Approved 2/21/2002 Submitted, Planned
4. <b>Date application approved</b> , submitted, or planned for submission:
5. Number of units affected: <b>250</b>
6. Coverage of action (select one) Part of the development <b>X</b> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <b>Awaiting HOPE VI HUD Funding</b> b. Projected end date of activity:

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

[24 CFR Part 903.79(i)]

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

1. **X** 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 streamlined submission; PHAs completing streamlined submissions may skip to component 10.) N/A

2. Activity Description

**X** 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.* N/A

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	<u>Indiana Avenue</u>
1b. Development (project) number:	<u>IN017-027</u>
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> 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 <input checked="" type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>(Approved 7/16/02)</u>
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan Revision of a previously-approved Designation Plan?
6. Number of units affected:	<u>107</u>
7. Coverage of action (select one)	Part of the development <input checked="" type="checkbox"/> Total development

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24CFR Part 903.79(j)]

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

**A. Assessments of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 HUD Appropriations Act**

1. Yes **X** 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.* N/A

<b>Conversion of Public Housing Activity Description</b>
1a. Development name: <u>N/A</u>
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**  
 [24CFR Part 903.79(k)]

**HOPEVI Homeownership Plan** :Proposed to provide at least 29 homeownership opportunities to low- and moderate-income families through the origination of subordinate HOPEVI mortgage to help purchase new, substantially rehabilitated, or existing homes. (\$405,000 has been allocated)

**Family Self-Sufficiency Homeownership Program** :PHA clients are provided with training and referred to programs (like Habitat, CDC, Fannie Mae) to enable them to purchase homes.

**A. Public Housing**

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

1. X 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 HOPEI 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 HOPEI program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). *(If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)*

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	N/A
1b. Development (project) number:	
2. Federal Program authority:	HOPEI 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)

P art 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

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: **Minimum down payment, maximum time period to locate and purchase a home, income/financial guidelines, eligibility requirements, homeownership counseling requirement**

## 12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.79(1)]

*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:

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

If yes, what was the date that agreement was signed? **07/29/98**

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

**X** Yes No: Does the PHA coordinate, promote or provide any programsto enhance the economic and social self-sufficiency of residents? (If "yes", complete the following

table;if“no”skiptosub-component2,FamilySelfSufficiency Programs.Thepositionofthetablemaybealteredtofacilitateitsuse.  
)

<b>ServicesandPrograms</b>				
ProgramName& Description(including location,ifappropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/PHA mainoffice/ otherprovider name)	Eligibility (publichousing or section8 participantsor both)
Children&YouthServices	10,342	Parentpermission	Door-to-door	Both
Senior&Disabled Programs	14,226	Specificcriteria &self-identify	Door-to-door	PH
Individual&Family Intervention	1,971	Self-identify	Development office	PH
FSS/EconomicUplift	10,810	Specificcriteria	Door-to-door& FIC	Both
ResidentInvolvement	3,746		Recruited	Both
Transportation	36,338	First-come/First-s erved	FAXor drop-off form-Main	Both
Other(e.g.Family Activities)	908	Outreach	Door-to-door	Both

**(2)FamilySelfSufficiencyprogram/s**

a.ParticipationDescription

<b>FamilySelfSufficiency(FSS)Participation</b>		
Program	RequiredNumberof Participants (startofFY2000Estimate)	ActualNumberof Participants (Asof:10/27/00)
PublicHousing	Nomandatorynumber	223
Section8	1,000	969

b. XYesNo: IfthePHAisnotmaintainingtheminimumprogramsizerequiredbyHUD,doesthemostrecentFSSActionPlanaddressthestepsthePHAplantotaketoachieveatleasttheminimum programsize?  
Ifno,liststepsthePHAwilltakebelow: **N/A**

**C.WelfareBenefitReductions**

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 903.79(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 area 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: **Residents from the neighborhood**

2. What information or data did the PHA use 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 anti-crime/anti-drug programs
- Other *(describe below)*

3. Which developments are most affected? **Beechwood Gardens, Hawthorne, Blackburn**

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other: **Youth summer camps, soapbox derby**

2. Which developments are most affected? **Beechwood Gardens, Hawthorne, Blackburn**

**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

X Other activities: **COPSGrant**

2. Which developments are most affected? **Beechwood Gardens, Hawthorne, Blackburn**

**D. Additional information as required by PHDEP/PHDEP Plan**

*PHA eligible for FY2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.*

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

X Yes No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_)

**14. RESERVED FOR PET POLICY**

[24CFR Part 903.79(n)]

**(Please see Attachment)**

**15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

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

**16. Fiscal Audit**

[24CFR Part 903.79(p)]

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

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

4. Yes X 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? N/A  
If not, when are they due (state below)?

## **17.PHA Asset Management**

[24CFR Part 903.79(q)]

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

1. **X** 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
  - X** Privatemanagement
  - X** Development-based accounting
  - Comprehensivestockassessment
  - Other: *(list below)*
  
3. **X** Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24CFR Part 903.79(r)]

### **A. Resident Advisory Board Recommendations**

1. **X** 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)*
  - X** Attached at **Attachment E: Comments of Resident Advisory Board**  
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.
  - X** The PHA changed portions of the PHA Plan in response to comments  
*List changes below* : **Increased 5-year goal to renovate or modernize public housing units, and increased capital improvement funding for Barton**  
Other: *(list below)*

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

1. **X** 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. **X** 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.)* **City ordinance requires 2 residents to serve on Board**

3. Description of Resident Election Process

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

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

b. Eligible candidates: *(select one)*

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- X** 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 )*

- X** All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- X** 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: **Indianapolis, IN, Marion County**

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)*

- X** The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X** The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X** The PHA has consulted with the Consolidated Plan agency during the

- development of this PHA Plan.
- X** Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. *(list below)* **See #4 below**  
Other: *(list below)*

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: **The Consolidated Plan incorporates the PHA's activities to further define and service the housing needs in this jurisdiction.**

**D. Other Information Required by HUD**

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

**Pursuant to the Quality Housing and Work Responsibility Act of 1998, the Indianapolis Housing Agency is specifically made eligible for Home Rule. IHA is still considering Home Rule, move to work and other options available to the agency.**

## **Attachments**

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

# PHA Plan Table Library

## Component 7 Capital Fund Program Annual Statement Parts I, II, and III

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

Capital Fund Grant Number                      FFY of Grant Approval:    (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGPF Funds	
2	1406 Operations	381,500
3	1408 Management Improvements	763,080
4	1410 Administration	381,510
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	400,000
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	1,008,944
11	1465.1 Dwelling Equipment-Nonexpendable	200,000
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	200,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1501 Asset Modernization Loan Payment	480,296
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>3,815,400</b>
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	300,000
24	Amount of line 20 Related to Energy Conservation Measures	

**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

**Annual Statement  
Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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

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

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Totalestimatedcostovertnext5years</b>				

## Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

<b>Public Housing Asset Management</b>							
Number and Type of Units	<b>Development Identification</b>	<b>Activity Description</b>					
	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-owners hip <i>Component 11a</i>	Other (describe) <i>Component 17</i>

## SECTION IV DECONCENTRATION RULE

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

2) To accomplish the deconcentration goals, the housing authority will take the following actions:

A. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.

B. To accomplish the goals of:

1. Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of the area median income, and
2. No housing families with incomes that exceed 30% of the area median income in development that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income, the housing authority's Tenant Selection and Assignment Plan, which is part of this policy, provides for skipping families on the waiting list to accomplish these goals.

# PHA Plan Table Library

## Component 7 Capital Fund Program Annual Statement Parts I, II, and III

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24	Amount of line 20 Related to Energy Conservation Measures	

**Indianapolis Housing Agency  
Pet Policy – Lease Addendum**

**INTRODUCTION**

The purpose of this Lease Addendum is to establish reasonable requirements and guidelines for pet ownership for family and elderly communities. This policy in all respects will pertain to elderly and family communities. However, the annual fee is waived in communities designated by HUD for elderly and disabled.

Pets are a serious responsibility and risk for each Resident in the Community. If not properly controlled and cared for, pets can disturb the rights of others and cause costly damages for which Residents may be held liable. Violation of Pet Policy Addendum constitutes a Violation of the Resident's lease agreement and will be subject to lease termination. This policy does not apply to physically handicapped residents who utilize a service animal as defined by Senate bill No. 2046.

**1. DWELLING UNIT DESCRIPTION:**

Lease Holder: \_\_\_\_\_ Community Name \_\_\_\_\_

Dwelling Address: \_\_\_\_\_ Apt. # \_\_\_\_\_

**2. PET DEPOSIT AND ANNUAL FEE :**

A resident who desires to maintain a pet on the premises, must pay a pet deposit of \$200.00 and a \$75 annual fee for family and elderly communities. The pet deposit and annual fee must be paid prior to execution of the lease addendum. The annual fee is payable within 3 monthly installments. No pet shall be allowed in the unit prior to completion of this lease addendum.

The pet deposit is a one-time deposit and one deposit is required per unit. The pet deposit will be refunded by mail to the forwarding address provided by the Resident at move-out time, less any damages attributable to the resident's maintaining of any pets, after premises have been inspected by Management.

The annual fee shall be paid at the time of re-examination each year and shall be prorated if an animal is obtained before the scheduled re-examination and all proof of inoculations is provided. The annual fee is not reimbursable. If the pet dies, it may be replaced without having to pay another annual fee. The annual fee is not refundable.

**3. DESCRIPTION OF PET :** The following information must be provided:

NAME: \_\_\_\_\_

TYPE: \_\_\_\_\_

BREED: \_\_\_\_\_

LICENSE NO: \_\_\_\_\_ (required for cats and dogs only.)

DATE OF LAST VACCINATIONS: \_\_\_\_\_ (documentation must be provided.)

A picture of the pet must be provided to Management.

**Indianapolis Housing Agency  
Pet Policy – Lease Addendum**

**4. DESCRIPTION OF ALLOWABLE PETS :**

No dangerous, vicious, non-domestic, or exotic pets (hereinafter referred to as “prohibited pet”), will be allowed.

Prohibited pets shall include, but not be limited to Chow, Bull Dog, American Staffordshire Terriers (commonly known as Pit-Bulls), Queensland Heelers, Doberman, Mastiff, Boxers, Australian Shepherds, German Shepherds, Rottweiler, or any breed combinations of these mentioned.

No Snakes and Reptiles are permitted.

No ferrets, gerbals/hamsters, or other mice/rat-like animals are permitted.

No livestock, or Vietnamese (pot-belly) pigs are permitted.

Only authorized cats, dogs, caged birds, fish, and turtles are permitted inside dwelling unit. Dogs are not permitted within any high-rise community.

Caged birds, fish, and turtles do not require a pet deposit unless damage to a unit occurs due to said pet, in which case the resident will be notified that a pet deposit will be required and the resident will be notified that a deposit must be tendered within ten (10) days, or the pet at issue must be removed from the premises.

IHA has the right to amend the list of prohibited pets with a reasonable amount of time for review and public comment period. If a resident has been previously authorized to maintain a pet that is later added to the prohibited pet list through a community-wide notice of amendment, the resident shall have no more than ten (10) days to remove said pet from the premises without further notice.

**5. RULES AND REGULATIONS :**

Each resident must be a “resident in good standing” before the keeping of a pet is approved. “In good standing” is defined by IHA as:

- 1.) owing no rent balance, and
- 2.) two consecutive passed inspections, and
- 3.) not under lease termination action, or eviction order at the time of written request and/or signing of the Pet Policy Addendum for Ownership.

All pets must be reported and registered with the Indianapolis Housing Agency . Adding a pet to the household must be requested in writing. Management must approve the addition of household pet and reserves the right to refuse permission to household members who do not meet the criteria as outlined in the Pet Policy Addendum.

There are to be no visiting pets present on IHA premises .

Visiting pets shall include all pets not previously approved in writing. Visiting pets constitutes unauthorized pet ownership. Resident agrees that animals present without permission of Management constitutes a violation of this Pet Policy Addendum and shall be considered grounds for termination of Dwelling Lease. Resident acknowledges and agrees that IHA shall have the right to remove any visiting pets without notice.

**Indianapolis Housing Agency  
Pet Policy – Lease Addendum**

**6. RESIDENT AGREEMENT:**

- A. All pets must be reported, registered, and pre-approved with the Indianapolis Housing Agency. Pet owners are liable, as provided by law, for their pet's injury, pet's injury to others, and any personal property damage, or loss which may occur due to said pet.
- B. Pets must be licensed and inoculated as required by law. Residents shall supply veterinary verifications of inoculations attached to initial request of Pet Addendum. Also, proof of current licensing and vaccination shall be updated annually during resident's re-examination for eligibility and continued occupancy.
- C. No "prohibited pets" shall be allowed on the premises at any time.
- D. Only one (1) cat, **OR** one (1) dog is permitted per household. Pets shall not exceed 18 inches, or 30 pounds at full maturity. In the event a pet grows to exceed the size limitation, it will be necessary to remove the pet from the premises, or lease termination will occur. Fish aquarium size may not exceed 75 gallons and is required to be on a stand. There is a maximum of two (2) birds allowed and they must be in a cage at all times. There is a maximum of two (2) turtles allowed and they must be in an appropriate container at all times.
- E. Pets shall not be maintained for any breeding purposes. Cats and dogs **MUST** be spayed/neutered by the age of 6 months. All cats must be front-de-clawed by the age of 6 months. The evidence of this must be provided by a statement, or bill, from a licensed veterinarian and/or Human Society staff.
- F. All pets must be on a leash and with a collar, or in a carrier box and under the control of a responsible person when outside the unit. All leash laws apply. Pets shall not be tied to any fixed object outside the dwelling unit including grassy areas, T-walls, parking lots, or any part of the property. Pets are not allowed on the playgrounds, common areas, or community rooms. All authorized pets must be under the control of an adult.
- G. The feeding of stray animals shall be considered ownership of a pet without permission.
- H. Pet owners are responsible for prompt disposal of pet waste, as required by law. Failure to do so will result in a charge of \$5 per occurrence being assessed to resident's account. Pet owners are responsible for the prevention and the elimination of pet odors. Cat litter must be changed frequently and be within a waterproof/leakproof container. Cardboard boxes, bathtubs, and sinks are not allowable containers. Dogs and cats must be housebroken as soon as the animal's age and maturity allow. Residents are responsible for maintaining animals in a clean and sanitary environment.
- I. Pet owners must refrain their pets from disturbing, interfering, or diminishing, the quiet enjoyment of other residents, as provided under this agreement. This includes, but is not limited to, unreasonable barking, chirping, biting, scratching, or attacking. If IHA, in its sole discretion, determines that complaints lodged under this provision become excessive, IHA may require the household to remove the pet from the premises within (10) days notice. The resident may request a hearing, which will be handled according to

**Indianapolis Housing Agency  
Pet Policy – Lease Addendum**

IHA's established grievance procedures.

- J. If there is evidence of the following, within (1) day written notification – placed in a conspicuous place in the unit, Management may have the animal removed from premises by the Animal Control Division, as provided by law:
  - 1. Abandoned pet for extended period of time without food or water. Extended period of time is defined as 24 consecutive hours for a cat, or 12 consecutive hours for a dog.
- 2. Failure to care for a sick, or diseased pet.
- K. Resident is required to secure all pets when Management service to the unit is required. Failure to properly secure the pet shall relieve IHA of its responsibility to immediately provide service. IHA will provide written notice of its inability to provide service to the unit and the date the service will be rescheduled. If the pet is not secured on the rescheduled date, the failure to secure will be deemed a lease violation and IHA reserves the right to remove said pet and/or take any actions available under the lease.
- L. A sign must be displayed in the front window nearest the front door of the dwelling to notify agency staff, and other visitors of the presence of a dog, or cat.
- M. Any involuntary removal of pets by IHA under these provisions will include transferring said animal to Animal Control at the sole cost of the resident. IHA shall bear no responsibility whatsoever for any costs incurred or damages claimed incidental to involuntary removal of pets. If any pet is involuntarily removed, said pet will be forever prohibited (“banned”) from any IHA property.
- N. Residents must provide IHA with the name, address, and telephone number of the individual responsible for the pet, in the event of a sudden illness, accident, death, or other emergency absence of the resident.
- O. Violation of Pet Policy Addendum constitutes a Violation of the Resident's lease agreement and will be subject to lease termination. The resident will be given ten days to make other arrangements for the pet, or the dwelling lease will be terminated. The resident may request a pet violation meeting, or hearing, which will be handled in agreement with the established grievance procedures.

\_\_\_\_\_  
Date pet approved by IHA

\$ \_\_\_\_\_  
Pet deposit received

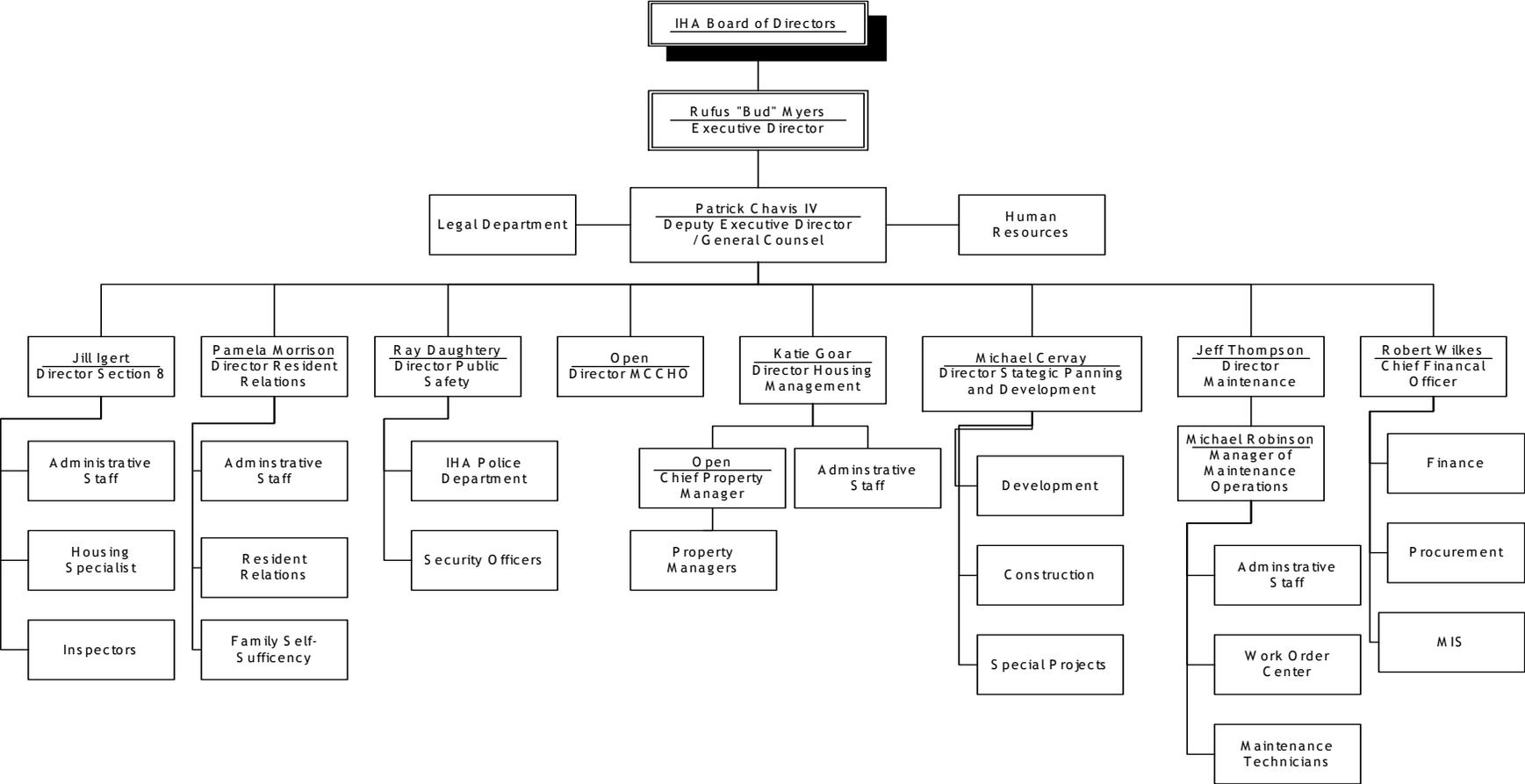
IN WITNESS WHEREOF, the parties hereto have signed and sealed this agreement on  
This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
IHA Representative

# Indianapolis Housing Agency



**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>		
IN17-07	John Barton Towers				
246	555 Massachusetts Avenue		0		
<b>Description of Needed Physical Improvements or Managements Improvements</b>				<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Building</b>		<b>Lighting &amp; Ceiling</b>		\$ 185,096.00	6/30/2002
		<b>Roof Entry</b>		\$ 374,943.00	
		<b>Walls</b>		\$ 442,800.00	
		<b>Fire Suppression System</b>		\$ 474,200.00	
		<b>Windows</b>		\$ 986,972.00	
		<b>Water Saving Measures</b>		\$ 245,841.00	
<b>Heating &amp; Cooling</b>		<b>Boilers HVAC</b>		\$ 450,430.00	6/30/2002
<b>Site</b>		<b>Amenities</b>		\$ 17,000.00	6/30/2002
		<b>Improvements</b>		\$ 26,000.00	
		<b>Paving</b>		\$ 39,000.00	
		<b>Distribution</b>			
<b>Dwelling Units</b>		<b>Finishes</b>		\$ 1,124,550.00	6/30/2004
		<b>Kitchens</b>		\$ 350,500.00	
		<b>Bathrooms</b>		\$ 284,749.00	
		<b>In-Unit Mechanical &amp; Electrical</b>		\$ 2,427,450.00	
		<b>Other</b>		\$ 35,000.00	
<b>Total Estimated costs over next 5 years</b>				<b>\$ 7,464,531.00</b>	

**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name Concord/Eaglecreek</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>		
IN17-09					
110	West Side		0		
<b>Description of Needed Physical Improvements or Managements Improvements</b>				<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Building</b>	Structure			\$ -	
	Roof Entry			\$ -	
	Walls			\$ -	
	Fire Suppression System			\$ -	
<b>Heating &amp; Cooling</b>	Boilers HVAC			\$ 200,000.00	
<b>Site</b>	Amenities			\$ -	
	Improvements			\$ -	
	Paving			\$ -	
	Distribution				
<b>Dwelling Units</b>	Finishes			\$ -	
	Kitchens			\$ -	
	Bathrooms			\$ -	
	In-Unit Mechanical & Electrical			\$ -	
	Other			\$ -	
<b>Total Estimated costs over next 5 years</b>				<b>\$ 200,000.00</b>	

**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>		
IN17-10	Twin Hills				
	2210 East 36th Street		#VALUE!		
<b>Description of Needed Physical Improvements or Managements</b>				<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Building</b>		<b>Structure</b>		\$ 5,940.00	6/30/2004
		Roof Entry		\$ 21,946.00	
		Walls		\$ -	
		Fire Suppression System		\$ 6,862.00	
<b>Heating &amp; Cooling</b>		<b>Boilers HVAC</b>		\$ 286,606.00	
<b>Site</b>		<b>Amenities</b>		\$ 20,417.00	6/30/2004
		Improvements		\$ 95,225.00	
		Paving		\$ 40,897.00	
		Distribution			
<b>Dwelling Units</b>		<b>Finishes</b>		\$ -	6/30/2004
		Kitchens		\$ 41,154.00	
		Bathrooms		\$ 284,749.00	
		In-Unit Mechanical & Electrical		\$ 227,450.00	
		Other		\$ 35,000.00	
<b>Non-Dwelling Facilities (2)</b>		<b>HVAC</b>		\$ 75,000.00	6/30/2004
		Finishes		\$ 150,000.00	
		Bathrooms		\$ 22,150.00	
		Mech/Electrical		\$ 118,250.00	
		Elevator/Lift		\$ 25,000.00	
<b>Total Estimated costs over next 5 years</b>				\$ 1,456,646.00	

**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>		
IN17-13	Blackburn Terrace				
	3091 Baltimore Avenue		#VALUE!		
<b>Description of Needed Physical Improvements or Managements</b>				<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Building</b>		<b>Structure</b>		\$ 5,940.00	6/30/2004
		Roof Entry		\$ 21,946.00	
		Walls		\$ -	
		Fire Suppression System		\$ 6,862.00	
<b>Heating &amp; Cooling</b>		<b>Boilers HVAC</b>		\$ 286,606.00	
<b>Site</b>		<b>Amenities</b>		\$ 20,417.00	6/30/2004
		Improvements		\$ 95,225.00	
		Paving		\$ 40,897.00	
		Distribution			
<b>Dwelling Units</b>		<b>Finishes</b>		\$ -	6/30/2004
		Kitchens		\$ 41,154.00	
		Bathrooms		\$ 284,749.00	
		In-Unit Mechanical & Electrical		\$ 227,450.00	
		Other		\$ 35,000.00	
<b>Non-Dwelling Facilities (2)</b>		<b>HVAC</b>		\$ 75,000.00	6/30/2004
		Finishes		\$ 150,000.00	
		Bathrooms		\$ 22,150.00	
		Mech/Electrical		\$ 118,250.00	
		Elevator/Lift		\$ 25,000.00	
<b>Total Estimated costs over next 5 years</b>				<b>\$ 1,456,646.00</b>	





**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>		
IN17-19	Laurelwood Apartments				
	3340 Teakwood				
<b>Description of Needed Physical Improvements or Managements</b>				<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Building</b>		<b>Structure</b>		\$ 85,940.00	6/30/2002
		Roof Entry		\$ 421,946.00	
		Walls		\$ 131,573.00	
		Windows		\$ 436,862.00	
<b>Heating &amp; Cooling</b>		<b>Boilers HVAC</b>		\$ 286,606.00	
<b>Site</b>		<b>Amenities</b>		\$ 20,417.00	6/30/2002
		Improvements		\$ 595,225.00	
		Paving		\$ 409,897.00	
		Distribution			
<b>Dwelling Units</b>		<b>Finishes</b>		\$ 665,649.00	6/30/2004
		Kitchens		\$ 51,154.00	
		Bathrooms		\$ 284,749.00	
		In-Unit Mechanical & Electrical		\$ 227,450.00	
		Other		\$ 35,000.00	
<b>Total Estimated costs over next 5 years</b>				<b>\$ 3,652,468.00</b>	

Development Number	Development Name	Number Vacant Units	% Vacancies in Development		
IN17-20	Barton Annex				
Description of Needed Physical Improvements or Managements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Building		Lighting		\$ 30,049.00	6/30/2002
		Roof		\$ 532,344.00	
		Walls		\$ 123,000.00	
		Windows		\$ 106,000.00	
		Water Saving Measures		\$ 125,261.00	
Heating & Cooling		Boilers HVAC		\$ 369,790.00	
Site		Amenities Improvements		\$ 3,000.00	6/30/2002
		Paving Distribution			
Dwelling Units		Finishes		\$ 45,000.00	6/30/2004
		Kitchens		\$ 41,154.00	
		Bathrooms			
		In-Unit Mechanical & Electrical		\$ 60,000.00	
		Other		\$ 35,000.00	
Total Estimated costs over next 5 years				\$ 1,470,598.00	



**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
IN17-22	Lugar Towers			
	901 Ft. Wayne Avenue		#VALUE!	
<b>Description of Needed Physical Improvements or Managements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Building</b>	<b>Structure</b>		\$ 836,500.00	6/30/2002
	Roof			
	Walls			
	Windows		\$ 9,569.00	
	Lighting		\$ 251,107.00	
	Water Saving Measures		\$ 222,701.00	
<b>Heating &amp; Cooling</b>	<b>Boilers HVAC</b>		\$ 423,827.00	
<b>Site</b>	<b>Amenities</b>			6/30/2002
	Improvements		\$ 68,000.00	
	Paving		\$ 20,000.00	
	Distribution			
<b>Dwelling Units</b>	<b>Finishes</b>		\$ 1,124,450.00	6/30/2004
	Kitchens		\$ 41,154.00	
	Bathrooms		\$ 284,749.00	
	In-Unit Mechanical & Electrical		\$ 227,450.00	
	Other		\$ 35,000.00	
<b>Non-Dwelling Structures</b>			\$ 390,000.00	
<b>Total Estimated costs over next 5 years</b>			<b>\$ 3,934,507.00</b>	

**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>		
IN17-27	Indiana Avenue				
	825 Indiana Avenue		#VALUE!		
<b>Description of Needed Physical Improvements or Managements</b>				<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Building</b>		<b>Structure</b>		\$ 20,100.00	6/30/2002
		Roof			
		Walls		\$ 14,840.00	
		Windows			
<b>Heating &amp; Cooling</b>		<b>Boilers HVAC</b>			
<b>Site</b>		<b>Amenities</b>			6/30/2002
		Improvements		\$ 42,560.00	
		Paving			
		Distribution			
<b>Dwelling Units</b>		<b>Finishes</b>		\$ 1,124,550.00	6/30/2004
		Kitchens		\$ 41,154.00	
		Bathrooms		\$ 284,749.00	
		In-Unit Mechanical & Electrical		\$ 227,450.00	
		Other		\$ 205,000.00	
<b>Total Estimated costs over next 5 years</b>				\$ 1,960,403.00	

**Optional 5-Year Action Plan Tables**

Development Number	Development Name	Number Vacant Units	% Vacancies in Development	Estimated Cost	Planned Start Date (HA Fiscal Year)
IN17-18	Beachwood Apartments				
	2915 N. Graham		#VALUE!		
<b>Description of Needed Physical Improvements or Managements</b>				<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Building</b>	<b>Operating Transfer - The agency is planning on transferring up to 10% of its Capital Fund Budget for operating expenses each year of the plan</b>			<b>\$ 381,500.00</b>	
<b>Heating &amp; Cooling</b>	<b>Management Improvements - The agency is planning on utilizing up to 20% of its management improvement dollars. The funds will be utilized for public expenses to replace the loss of PHDEP, Resident Programs for training, empowerment, self sufficiency, etc, Management programs for Maintenance staff, Property management, Administrative/Support staff, and technology improvement programs to increase accountability and customer service</b>			<b>\$ 763,080.00</b>	
<b>Site</b>					
<b>Dwelling Units</b>					
	<b>Administrative Cost - The agency is budgeting 10% of its Capital Fund Budget to cover administrative expenses for the administration of the grant per year.</b>			<b>\$ 381,500.00</b>	
<b>Non-Dwelling Units</b>					
	<b>Fees &amp; Cost - The agency is budgeting for fees &amp; cost to cover expenses for Architects, Engineers, Legal, Development, Capital Planning, etc.</b>			<b>\$ 400,000.00</b>	
<b>Total Estimated</b>	<b>Asset Modernization Program - The agency has been approved by</b>			<b>\$ 480,296.00</b>	

**INDIANAPOLISHOUSINGAGENCYDRUGELIMINATIONPROGRAMPERFORMANCEOBJECTIVES  
2000-2004**

<b>Component</b>	<b>Performance Measures and Outcomes</b>	<b>Baseline 1999</b>	<b>5 Year Goal: 2000-2004</b>	<b>2000-2002 Outcomes</b>	<b>2003 Goals</b>
Public Safety Awareness and Crime issues	Continue to implement Community Policing Concept	In Place	Continuous operation	Increase interaction of Public Safety Officers with Residents	Same
	Expand Crime Watch to all IHA communities through community policing officers	6 Crime Watch groups	Establish 15 Crime Watch groups	Develop 2 new Crime Watch groups	Establish two additional groups
	Public Safety Officers, IHA staff and resident councils conduct monthly review of crime statistics and issues	Monthly meetings	Monthly	Monthly Public Safety staff will attend 75% of all monthly reviews	Same
	Involve Police, public housing residents jointly plan crime prevention and/or neighborhood improvement activities	None	Quarterly meetings and events	Initial planning meetings and one even	Same
	Provide domestic violence prevention education outreach to public housing families	200	Outreach to 100% of all families conducted annually	Outreach to 100% of the population to distribute educational material on domestic violence. Teach Conflict resolution and anger management and mandate anger management class for anyone resident who commits 2 violent acts in one year. Conduct quarterly education events with a minimum of 10 families per session.	N/A
	Report domestic violence incidents separately	None	Develop tracking system	Identify domestic violence incidences	Same
	Reduce incidences of domestic violence on site	85	Decrease by 50%	Decrease by 20%	Maintain or decrease by 5%
	Sustain crime reduction activities such that IHA developments have fewer per capita incidences of Part I and II crime than city-wide total	Part I (284) Part II (213)	Decrease by 20% for both	Decrease by 5% for both	Maintain or decrease by 5%

Youth Educational Programs	Increase number of youth actively participating in after school tutorial programs that involve parents, schools & teachers	140 youth	Increase by 100%	300 Each year	360
<b>Component</b>	<b>Performance Measures and Outcomes</b>	<b>Baseline 1999</b>	<b>5 Year Goal: 2000-2004</b>	<b>2000-2002 Outcomes</b>	<b>2003 Goals</b>
Teen pregnancy	Reduce teen pregnancy by educating males and females on responsibilities of parenting, teaching life skills, building self-esteem and trust between residents, IHA and providers	None	Increase by 10% each year	50 females 20 males	55 females 25 males
Youth Recreational Programs	Involve youth in sports and recreation activities which include prevention themes	180 Youth	Increase youth participants to 360 youth	Increase youth participants to 250	400
	High Hopes Program Involve youth in after-school programs	400 Youth	Increase youth participants to 600 youth	Increase youth participants to 360	400
	Involve youth in career/ leadership development programs	60 youth	Increase youth participants to 120 youth	Increase youth participants to 120	150
Teen Court Program	Establish a Teen Court Program as diversion to Juvenile Court. Promote safe environment for youth and teaches respect for the law as well as themselves	None	Court is established and operating	Develop implementation Plan and sign partnership with Marion County Juvenile Court	N/A
Special Olympics Programs	Provide residents with opportunities to participate in all types of sports activities	None	40 residents	N/A	N/A
	Obtain a facility that will serve both the elderly and young adults	None	Facility is operating and serving IHA residents	N/A	N/A
Family Support Services	Sister to Sister Program	None	25 residents graduate 15 foster families	N/A	N/A
Fairbanks Hospital	Natural Helpers Program In-home treatment program	None	25 residents complete treatment	24 residents complete treatment	30 residents to treat
Teen Crime and Community Program	Engaging teens as crime prevention resources	None	Involve 100 teens	Involve 50 teens in training	50
WISE Program	Intensive services to families "at risk" for abuse/neglect	None	Involve 25 families	Involve 35 families	50

<b>Component</b>	<b>Performance Measures and Outcomes</b>	<b>Baseline 1999</b>	<b>5 Year Goal: 2000-2004</b>	<b>2000-2002 Outcomes</b>	<b>2003 Goals</b>
Family self-sufficiency efforts	Increase the number of public housing FSS participants who are employed	30	Increase the number of public housing FSS participants who are employed by 40%	Increase the number of public housing FSS participants who are employed by 20%	N/A
	Increase the public housing participation in the FIC Computer lab and other community centers and learning labs	150	Increase participation by 100%	Increase participation by 30% to 572	650
Community Survey	Conduct annual survey of all public housing residents	Ongoing	90% return on population	75% return on population	N/A
	Conduct annual review of survey information with IHA Resident Councils and Police	Ongoing	80% attainment of established one year goals	Identify 5 one year goals based on needs identified in survey	N/A

Representatives of the Indianapolis Housing Agency made presentations to members of the Indianapolis Citizens Empowerment Foundation (ICEF) regarding submission of the Annual Plan. ICEF's members include individuals from Public Housing Resident Councils, Individual Resident Councils and Section 8 Resident Advisory. The presentations were restructured in the following manner:

➤ Stress the importance of resident involvement in soliciting input on what IHA is doing correctly and areas needing improvement.

➤ Stress the importance of residents attending the October 17<sup>th</sup> meeting at the City/County Building Room 260.

➤ Their comments will be summarized and attached in the Annual Plan.

➤ Identify that IHA may not be able to address every need or idea because we are restricted to HUD regulations. The agency is committed, however, to their inputs since it is essential for establishing IHA's priorities.

The presentations allowed for an open and honest dialogue between the IHA and its resident community.

The comments received centered primarily around four topics.

#### Resident Comments

##### Security

1. a. More foot patrolling of properties by sworn officers.

b. Increase lighting on the backside of the property, where a majority of drug activity occurs.

c. Increase lighting and better protection on existing lighting.

d. Look at the design of each property to reduce, or eliminate blind spots.

e. Monitor vehicle speeding through the property, which creates a risk to residents.

f. Increase security coverage at High Rises.

g. The City Park next to some properties is not safe due to excessive gambling and drugs.

##### Maintenance/Capital Items

2. a. Three properties (Beechwood, Laurelwood and Rowney) still need upgrades such as air conditioning, window replacement, ground improvements, etc.

b. Capital projects take too long for completion.

c. Larger dumpsters are needed on the family sites.

d. Increase the leasing of vacant units.

##### Resident Programs

- a. Provide more self-sufficiency training that leads to employment.
- b. Increase opportunity for resident owned businesses.
- c. Bridge the gap between Family/Senior Communities.
- d. Increase the emphasis of each resident's parenting skills and place enforcement through lease violations.
- e. Revise and make mandatory tenant orientation that emphasizes volunteerism in the community.

#### 4. Section 8

- a. Large bedroom sizes (4 and 5) are not readily available. According to residents, these units are typically in the least desirable area when available.
- b. Avoid rushing residents into making decisions, and increase the days from 60 to 120 days to look for a place to live.
- c. Improve IHA's responsiveness to Section 8 clients.
- d. More quality control on Section 8 Landlords for maintenance and HAP ability of units.

\*Note: The above is a summary of the comments that were received from IHA residents. Comments that were site specific were not included in the above.

#### IHA Responses

##### Security

- Protecting residents on IHA property is an important responsibility for the agency, and one that it does not take lightly. Security funding is at a critical level with the loss of Public Housing Drug Elimination Funds (PHDEF), reduction in capital funds and other funding sources. IHA is making every effort to find additional funding for these services. We also have to live with in the financial and operational means of the Agency.
- The agency has been working to secure additional lighting with the local electrical company through a street lighting program for municipalities. We have been able to increase the lighting on five properties, and are working on completing the other properties. As capital improvements are performed on the properties, we are also integrating into the design additional security improvements. This includes cameras at the High Rises, eliminating blind corners, increase lighting, speed bumps, etc. Capital improvements involve a timely process, subject to available funding, and the most pressing needs of all properties managed by IHA.

### Maintenance/Capital Items

IHA is committed to provide the necessary capital upgrades to the three properties (Beechwood, Laurelwood and Rowney) identified by residents and managers. However, the cost of the upgrades exceeds current funding levels in the capital grant program. In order to accomplish these upgrades it will be a multi-year task. Capital projects do take a long time to complete. The process includes procurement of an architect, design work, specifications writing, procurement of a contractor, permitting, ordering material, construction, weather, and many other factors that add time to the overall process.

IHA has been eliminating a large portion of its backlog of vacant units. Maintenance and housing management staff are working in tandem to prioritize units to be made ready based on the demand for that property. This has increased the awareness of IHA staff. The agency is addressing problems as they occur.

### Resident Programs

IHA has conducted an extensive survey of its residents, separate from the HUD Resident Assessment Sub System (RASS). This survey was completed in the third quarter, and results are still being analyzed. Based on this survey, funding levels and community partnerships programs will be designed with input from the resident community.

### Section 8

IHA is determined to provide quality and affordable housing. Regrettably, availability and location of housing is reflective of the private rental community. Unit sizes are based on the market conditions at the time the units were built.

IHA has implemented several training and recruitment programs for landlords concerning Section 8 requirements for the HAP ability of their units. IHA has increased the experience of its inspector staff and increased the amount of quality control inspections. When IHA finds landlords in violation they are given a chance to make the corrections, or are terminated from the program.

IHA is establishing training programs for the staff, which include program requirements, computer skills, diversity and customer service. With this training the Agency will be able to develop performance goals and then staff will be held accountable to those goals. Combining specialized staff training and accountability efforts, customer responsiveness will improve.

Given that the Agency has certain goals for Section 8 utilization and the current market conditions for housing, the 60-day time frame is a sufficient amount of time to find a unit. If special circumstances exist, there is an appeal process for an extension of time.

## Updatesfor2002AnnualPlan

<b>Dateof Change</b>	<b>Numberof Change</b>	<b>ChangestotheAnnualPlan</b>	<b>PageNumber</b>	<b>Staff</b>
June-02	1	Updatedto2003AnnualPlan 06/02,08/02&09/02	1	
June-02	2	Informationregardingany activitiesoutlinedintheplan	2	
June-02	3	Updatenumberofrentalvouchers appliedfor	3&Goals &Results Attachment	
June-02	4	UpdateTaxCreditApplication Amounts	3&Goals &Results Attachment	
June-02	5	Updatenumberofacquireor buildunits	3&Goals &Results Attachment	
Oct-02	6	UpdatePHASscoregoal	4&Goals &Results Attachment	
Oct-02	7	UpdateSEMAPscoregoal	4&Goals &Results Attachment	
June-02	8	Updatecrosstrainingprogramto implemented	4	
June-02	9	UpdatePlanneddevelopmentsfor demolition/disposition	4	
June-02	10	Updatesitebasedwaitliststo implemented	4&Goals& Results Attachment	
Aug-02	11	Updateinmeasuresto deconcentratepovertyinIHA developments	4&Goals &Results Attachment	
Aug-02	12	UpdateHousekeepingProgramto implemented	4	
Aug-02	13	Updateself-sufficiencyproviders toProvideneededservices	4	
Aug-02	14	RemoveMCCHOGoals	Attachments	

## GOALS AND RESULTS ATTACHMENT

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

<b>PHA Goal: Expand the supply of assisted housing</b>	<b>5 year Plan</b>	<b>2000 Actual</b>	<b>2001 Actual</b>	<b>2002 Plan</b>	<b>2003 Plan</b>	<b>2004 Plan</b>
Apply for additional rental vouchers	Originally 1500 Revised 1,599	500	749	50	150	150
Increase public housing occupancy	97%	80%	85%	90%	95%	97%
Leverage private or other public funds to create additional housing opportunities	Originally \$20M Revised \$14M	\$4M	-0-	-0-	\$5M	\$5M
Acquire or build units or developments	3	1	N/A	0	1	1
<b>PHA Goal: Improve the quality of assisted housing</b>	<b>5 year Plan</b>	<b>2000 Actual</b>	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Plan</b>	<b>2004 Plan</b>
Improve public housing management (PHAS) scores	80	67	80	80	80	85
Improve voucher management (SEMAP) scores	90%	80%	62%	75%	80%	90%
Increase customer satisfaction (RASS)	8 Pts.	8	7	7	8	8
Renovate or modernize public housing management	Originally 500 Revised 1,732	374	0	967	134	262
Demolish or dispose of obsolete public housing	2	N/A	-0-	1	1	N/A
Provide replacement housing (Development)	Originally 4 Revised 3	1	-0-	-0-	1	1
Provide replacement vouchers	Originally 150 Revised 73	N/A	23	50	0	0
<b>PHA Goal: Increase assisted housing choices</b>	<b>5 year Plan</b>	<b>2000 Actual</b>	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Plan</b>	<b>2004 Plan</b>
Provide voucher mobility counseling	Originally 10,000 Revised 12,500	2,500	2,500	2,500	2,500	2,500
Conduct outreach effort to potential voucher landlords	Originally 25-50 Revised 25-35	N/A	N/A	15	15	20
Implement voucher homeownership program	25-50 Clients	N/A	N/A	4	15	20
Implement public housing or other homeownership programs	Originally 50 Participants 147	27	30	30	30	30
Implement public housing site-based waitlists	2 Revised 12	12	N/A	N/A	N/A	N/A
Other: Public housing units are deprogrammed and used in an assisted homeless program operated by a church, non-profit and resident council	Originally 12 Revised 12 Units	4	-0-	-0-	4	4

**HUD Strategic Goal: Improve community Quality of life and economic vitality**

<b>PHA Goal: Provide an improved living environment</b>	<b>5 year Plan</b>	<b>2000 Actual</b>	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Plan</b>	<b>2004 Plan</b>
Implement measures to deconcentrate poverty by bringing in higher income public housing households into lower income developments	100%	12 Properties achieved	12 Properties	N/A	N/A	N/A
Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments	100%	12 Properties achieved	12 Properties	N/A	N/A	N/A
Implement public housing security improvements	20% Reduction in Crime Rate	5%	5%	5%	5%	20% Goal achieved
Other: Implement housekeeping program by housing mgt. Supported by resident relations	720 Revised Plan Implemented	N/A	N/A	Plan Implemented	As needed	As needed

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

<b>PHA Goal: Promote self-sufficiency and asset development of families</b>	<b>5 year Plan</b>	<b>2000 Actual</b>	<b>2001 Actual</b>	<b>2002 Actual</b>	<b>2003 Plan</b>	<b>2004 Plan</b>
Increase the number and percentage of employed persons in assisted households	25% 45% to employed	30% employed	30% employed	35% employed	40% employed	45% employed
Provide or attract supportive services to improve assistancerecipients' employability	200	75	40	25	25	35 New Annually
Provide or attract supportive services to increase independence for elderly or families with disabilities	50 Actual service providers	30	30	40	40	50 ongoing