

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

PHA Plans

5-Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2003

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

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of the City of Cumberland, Md

PHA Number: MD005

PHA Fiscal Year Beginning: 04/2003

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)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

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

- The Housing Authority of Cumberland mission is to ensure safe, decent, sanitary, affordable and well-maintained housing at a fair market rent; to create opportunities for residents' self-sufficiency and economic independence; and to assure fiscal integrity by all low, very low, and extremely low-income program participants.

B. Goals

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

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

Other Goals

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

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

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

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

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

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

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

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

Other PHA Goals and Objectives: (list below)

- PHA Goal: Ensure Viability of the Authority

Objectives:

 - Diversify by expanding HACC Operation. 3/31/2001
 - Establish programs that generate cash flow. 3/31/2001
 - Hold expenses to 3% increase per year. Annually
 - Reduce line #590 of Operating Budget (Residual Receipts or Deficit) by 5% per fiscal year. Annually
 - Increase number of units occupied by residents with income over 30% of Median Income by 5% per year, not to exceed 60% limit (presently 13%). Annually

- PHA Goal: Change Face of Public Housing

Objectives:

 - Develop Marketing and PR programs. 3/31/2002
 - Enhance Appearance and Curb Appeal. 3/31/2002
 - Expand Security and Crime Reduction Programs. 3/31/2003
 - Collaborate with the Community, Board, and staff to determine if the poor design of Family Developments have an effect on the rental performance. 3/31/2002
 - Determine if any or all of the developments should be replaced with housing that would be designed to appeal to the rental market. 3/31/2004

- PHA Goal: Develop Homeownership Program

Objectives:

 - Prepare Homeownership Plan. 3/31/2001
 - Apply for Special Homeownership Funds. 3/31/2001
 - Use HUD Capital Funds, Home Bonds and Tax Credits to develop new homes for Homeownership 3/31/2004
 - Finance Homebuyers using a variety of sources and arrangements. 3/31/2004

- ☒ PHA Goal: Expand Resident Services and Employment Opportunities
Objectives:
 - ☒ Identify grants to fund transportation, day care, 3/31/2001
programs for the elderly, parent education, step-up and
other employment programs.

- ☒ PHA Goal: Provide Assisted or Congregate Housing for Elderly
Objectives:
 - ☒ Add Assisted and/or Congregate Housing at 3/31/2004
John F. Kennedy and Queen City Towers by
converting at least one floor of each high-rise
for this purpose.

Note: This will depend on information contained in the market study as to need for this service.

The Market Study completed by Morton Hoffman Co. on September 30, 1999 states the need for assisted living facilities for the elderly.

- ☒ PHA Goal: Upgrade and Expand Facilities
Objectives:
 - ☒ Expand the maintenance facilities to provide 3/31/2004
adequate space for storage of equipment and vehicles.
 - ☒ Provide additional administrative space as may be 3/31/2004
required for non-profit and expanded resident service.
- ☒ PHA Goal: Maintain High Performer Rating
Objectives:
 - ☒ Score at least 90% on PHAS during each of the next Annually
five fiscal years.

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Housing Authority of Cumberland (HACC) has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements. HACC has adopted its Mission Statement and its goals and objectives in coordination and cooperation with HACC Board of Directors, residents, and staff as well as the general public.

The plans, statements, budget summary, policies, etc., set forth in this Annual Plan all lead towards the accomplishments of those goals and objectives and are consistent with the 5-year plan. However, with the loss of the Drug Elimination Grant, there are several changes in the Organization's Management Structure.

In summary, the goals/objectives of HACC for FY 2003 are as follows:

- A. Ensure viability of HACC
- B. Change the face of HACC
- C. Initiate homeownership opportunities
- D. Expand resident services and employment opportunities
- E. Provide assisted/congregate housing for the elderly
- F. Upgrade and expand HACC facilities
- G. Maintain high performer rating

iii. Annual Plan Table of Contents [24 CFR Part 903.7 9 (r)]

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

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

Required Attachments:

- Admissions Policy for Deconcentration (Filename: **md005a01**)
- FY 2003 Capital Fund Program Annual Statement (Filename: **md005b01**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Pet Policy (Filename: **md005c01**)
- Statement of Progress (Filename: **md005d01**)
- Resident Membership of the Governing Board (Filename: **md005e01**)
- Resident Advisory Board Membership (Filename: **md005f01**)
- Assessment of Site-Based Waiting List (Filename: **md005g01**)

Optional Attachments:

- FY 2003 Capital Fund Program 5-Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Located in Other Information)

Note: CFP Performance & Evaluation Report at End of this Annual Plan

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	A & O Policy	
N/A	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,164	5	4	5	3	3	2
Income >30% but <=50% of AMI	504	5	3	4	3	2	2
Income >50% but <80% of AMI	592	4	3	4	2	1	1
Elderly	600	5	3	4	3	3	3
Families with Disabilities	271	5	4	3	5	3	3
Race/Ethnicity (B)	118	5	3	4	3	4	2
Race/Ethnicity (H)	9	5	3	4	3	4	2
Race/Ethnicity (O)	6	5	3	4	3	3	2
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 1999 - 2002
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: 1999
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	51		115
Extremely low income <=30% AMI	332	78.3%	
Very low income (>30% but <=50% AMI)	73	17.2%	
Low income (>50% but <80% AMI)	12	2.8%	
Families with children	27	52.9%	
Elderly families	9	17.6%	
Families with Disabilities	3	5.8%	
Race/ethnicity (W)	46	90.2%	
Race/ethnicity (B)	4	7.8%	
Race/ethnicity (AI)	1	1.9%	
Race/ethnicity			
Characteristics by Bedroom Size			
1BR	6	11.8%	
2 BR	15	29.4%	
3 BR	10	19.6%	
4 BR	17	33.3%	
5 BR	3	5.8%	
5+ BR			

Housing Needs of Families on the Waiting List

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

If yes:

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

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

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

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

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing

- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

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

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

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

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

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

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

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

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

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

Strategy 2: Conduct activities to affirmatively further fair housing

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	584,000	
b) Public Housing Capital Fund	630,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) ROSS	31,000	
h) CDBG		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP FY 2002	250,000	
3. Public Housing Dwelling Rental Income	835,000	
4. Other income (list below)		
Excess Utilities, Non-Dwelling Rent, Interest, etc.	86,000	
4. Non-federal sources (list below)		
Total resources	2,416,000	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: At time of application and again at time of offering unit

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

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

(2) Waiting List Organization

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

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

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

- PHA main administrative office
- PHA development site management office (high-rises only)
- Other (list below)

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

1. How many site-based waiting lists will the PHA operate in the coming year? 5
2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists? 5
3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? 2
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
 - PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

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)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation

- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

- a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence

Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
8% Working Reduction
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments

- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)
100% and provision for reserve

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

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)

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The Housing Authority of Cumberland has four (4) Departments: (1) Occupancy, (2) Housing Programs, (3) Finance, and (4) Technical Services. The Executive Director acts as director of the Occupancy Department and supervises the Directors of Housing Programs Department, the Finance Department and the Technical Services Department. The Director of Housing Programs is responsible for resident services (youth programs, senior programs) as well as oversees in-house security. The Director of Finance is responsible for the financial condition of the housing authority as well as for the information systems and for human resources functions. The Director of Technical Services is responsible for maintenance of housing authority properties, capital improvements and housing inspections.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	426	120
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	This grant will terminate March 31, 2003	
Other Fed Programs (list individually)		
ROSS Grant	250	N/A

C. Management and Maintenance Policies

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

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

- a. Admissions and Continued Occupancy Policy
- b. Blood Borne Disease Policy
- c. Capitalization Policy
- d. Check Signing Policy
- e. Criminal Records Management Policy
- f. Disposition Policy
- g. Drug Free Policy
- h. Equal Housing Opportunity Policy
- i. Personnel Policy
- j. Facilities Use Policy
- k. Fund Transfer Policy
- l. Investment Policy
- m. Maintenance Policy
- n. Natural Disaster Policy
- o. Procurement Policy
- p. HACC Lease

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities [24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved):

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 08/28/2000

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Maintenance Training Program</i>	<i>5</i>	<i>Interviews</i>	<i>Main Office</i>	<i>Public Housing</i>

(2) Family Self Sufficiency program/s

a. Participation Description

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

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

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

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

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

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors

- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

C. Coordination between PHA and the police

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

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

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

- Jane Frazier Village
- Benjamin Banneker Apartments
- Fort Cumberland Homes

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

- The Pet Policy is provided as an attachment to the PHA Plan at Attachment md005c01

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment
- Provided below:

Resident Advisory Board Comments:

Family Developments:

- Residents requested to separate the light and fan switches in bathrooms due to the noise level of the fans.

Response: After consideration of this request, the housing authority decided not to separate the switches because the fans should be running when the bathroom is in use to reduce the possibility of mold. However, the housing authority will consider installing new quieter fans in next year's capital fund program

- Residents complained about non-residents parking in tenants assigned parking places.

Response: The housing authority has purchase numerous "tow away" signs since the comment was made. The housing authority also announced the creation of approximately 25 additional parking spaces at Fort Cumberland.

- Residents requested we do something about smoking around the playgrounds and community centers.

Response: The HACC Board of Directors passed a resolution that created a "no smoking" zone around both playgrounds and community centers.

Elderly Developments

- Residents at both high-rises requested to do something about the walls in the units. Presently there is wallpaper and some believe that the deterioration due to age is causing a dust problem.

Response: The housing authority included in its capital fund budget to hire an architect for remodeling apartments in the high-rises. The walls will be addressed during the planning process.

- Residents would like to change the appearance of the community areas within the high-rise.

Response: The housing authority included in its capital fund budget a line-item for each high-rise to address the community areas.

3. In what manner did the PHA address those comments? (select all that apply)

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

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

List changes below:

1. Included hiring an architect for remodeling high-rise apartments.
2. Included high-rise community room improvements

Other: (list below)

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

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

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

2. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

b. Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

Any adult member of a resident or assisted family organization

Other (list):

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list): Any adult resident of the housing authority in good standing with HACC (i.e., all rent paid)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City of Cumberland, Maryland
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 1. Reduce line #590 of Operating Budget (Residential Receipts or Deficits) by 5% per fiscal year
 2. Increase number of units occupied by residents with income over 30% of Median Income by 5% per year, not to exceed 60% limit.
 3. Determine if any or all of the developments should be replaced with housing that would be designed to appeal to the rental market.
 4. Finance homebuyers using a variety of sources and arrangements.
 5. Expand the maintenance facilities to provide adequate space for storage of equipment and vehicles
 6. Provide additional administrative space as may be required for non-profit and expanded resident services.
 - Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) NONE

D. Other Information Required by HUD

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

Attachments

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

ATTACHMENT A: See Admissions Policy for Deconcentration
(Filename: md005a01)

ATTACHMENT B: See FY 2003 Capital Fund Program Annual Statement
(Filename: md005b01)

ATTACHMENT C: See Pet Policy
(Filename: md005c01)

ATTACHMENT D: See Statement of Progress
(Filename: md005d01)

ATTACHMENT E: See Resident Membership of the Governing Board
(Filename: md005e01)

ATTACHMENT F: See Resident Advisory Board Membership
(Filename: md005f01)

ATTACHMENT G: See Assessment of Site-Based Waiting List
(Filename: md005g01)

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

PHA Name: Cumberland Housing Authority	Grant Type and Number Capital Fund Program Grant No: MD06P00550101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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"Original Annual Statement "Reserve for Disasters/ Emergencies "Revised Annual Statement (revision no:)
 "Performance and Evaluation Report for Period Ending: 9/31/02 "Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	10,000	10,000	10,000	10,000
3	1408 Management Improvements	111,450	111,450	111,450	72,437
4	1410 Administration	62,000	62,000	62,000	61,415
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	12,692	16,000	16,000	979
8	1440 Site Acquisition				
9	1450 Site Improvement	12,500	11,758	11,758	790
10	1460 Dwelling Structures	352,125	372,929	341,804	204,612
11	1465.1 Dwelling Equipment—Nonexpendable	78,000	72,499	70,499	62,278
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	26,000	16,577	16,577	16,577
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency	8,396	0		
21	Amount of Annual Grant: (sum of lines 2 – 20)	673,213	673,213	640,088	429,088
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	20,000	40,000	40,000	16,521
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	132,000	159,264	159,264	83,863

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

PHA Name: Cumberland Housing Authority		Grant Type and Number Capital Fund Program Grant No: MD06P00550101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Misc. Authority Expenses	1406	N/A	10,000	10,000	10,000	10,000	Complete
Management Imp	Resident Services Director	1408	1	30,000	30,000	30,000	30,000	Complete
	Resident Maintenance Trainees	1408	6 PT	49,300	29,300	29,300	13,766	Complete
	Security Guards	1408	1 FT, 2 PT	20,000	40,000	40,000	16,521	Complete
	Computer Upgrade	1408	N/A.	905	905	905	905	Complete
	Maintenance Training	1408	N/A	500	545	545	545	Complete
	Utility Study	1408	All	3,900	3,900	3,900	3,900	Complete
	Salary Study	1408	All	6,800	6,800	6,800	6,800	Complete
Administration	Technical Services Director	1410	1 FT	37,200	37,200	37,200	36,615	Complete
	Housekeeping Assistant	1410	1 FT	6,600	6,600	6,600	6,600	Complete
	Technical Services Clerk	1410	1 FT	18,200	18,200	18,200	18,200	Complete
A/E	Design Fees	1430	All	16,000	16,000	16,000	979	In-Process
Non-Dwell Equip	Maintenance Van	1475	1	14,715	14,715	14,715	14,715	Complete
								Complete
								Complete
								Complete

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

PHA Name: Cumberland Housing Authority		Grant Type and Number Capital Fund Program Grant No: MD06P00550101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MD005-1	Concrete (Sidewalks)	1450	600 lf	1,500	6,058	6,058	430	In-Process
Jane Frazier	Roof Replacement	1460	4	45,000	41,983	41,983	41,983	Complete
Village	Gutter/Siding Replacement	1460	4	36,200	36,200	36,200	36,200	Complete
	Canopies	1460	1	5,973	40,473	14,916	5,973	In-Process
	Bathroom Wall Board	1460	125	29,511	29,511	29,537	29,537	Complete
	Storm Doors	1460	All	63,094	63,094	63,094	869	In-Process
	Windows – Administration Office	1460	5	9,000	11,300	11,300	0	In-Process
	Appliances	1465	3	3,500	1,011	1,011	0	In-Process
MD005-2	Concrete (Sidewalks)	1450	8 lf	500	80	80	0	Complete
Benj. Banneker	Hallway Door Modification	1460	2	3,370	3,370	3,370	0	Complete
	Appliances	1465	3	1,000	1,000	1,000	0	Complete
	Laundry Equipment	1475	1	500	41	41	41	Complete
	Playground Equipment	1475	1 Set	487	487	487	487	Complete

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

PHA Name: Cumberland Housing Authority		Grant Type and Number Capital Fund Program Grant No: MD06P00550101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MD005-3	Landscaping	1450	1	500	340	340	80	In-Process
Fort Cumberland Homes	Concrete (Sidewalks)	1450	500 lf	5,000	5,000	5,000	0	In-Process
	Bathroom Floor Tile	1460	80	16,000	0		0	
	Gutter Modification	1460	All	2,817	2,817	2,817	2,817	Complete
	Boiler Replacement	1460	3	130,447	96,170	96,170	82,994	In-Process
	Storm Doors	1460	All	42,416	42,417	42,417	869	In-Process
	Appliances	1465	3	1,000	1,000	1,000	0	In-Process
MD005-4	Landscaping	1450	1	500	280	280	200	Complete
John F. Kennedy	Appliances	1465	100	32,166	34,771	34,771	32,166	In-Process
	Laundry Equipment	1475	1	1,184	1,184	1,184	1,184	Complete
MD005-5	Concrete (Sidewalks)	1450	50 lf	500	0	0	0	
	Appliances	1465	95	30,112	32,717	32,717	30,112	In-Process
	Laundry Equipment	1475	1	150	150	150	150	Complete

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

PHA Name: Cumberland Housing Authority		Grant Type and Number Capital Fund Program No: MD06P00550101 Replacement Housing Factor No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	12/31/02			12/31/03			
MD005-1 Jane Frazier Village	12/31/02	12/31/03		12/31/03			Canopies in FY 2002 moved to this FY
MD005-2 Benjamin Banneker	12/31/02			12/31/03			
MD005-3 Fort Cumberland Homes	12/31/02			12/31/03			
MD005-4 John F. Kennedy	12/31/02			12/31/03			
MD005-5 Queen City Tower	12/31/02			12/31/03			

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

PHA Name: Cumberland Housing Authority	Grant Type and Number Capital Fund Program Grant No: MD06P00550102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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"Original Annual Statement "Reserve for Disasters/ Emergencies "Revised Annual Statement (revision no:)
 "Performance and Evaluation Report for Period Ending: 9/30/02 "Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	20,000	20,000	20,000	20,000
3	1408 Management Improvements	129,000	126,000	126,000	852
4	1410 Administration	63,300	63,300	63,300	8,112
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000	30,000	2,000	0
8	1440 Site Acquisition				
9	1450 Site Improvement	32,500	55,500	0	0
10	1460 Dwelling Structures	313,475	309,187	9,050	9,050
11	1465.1 Dwelling Equipment—Nonexpendable	60,500	0		0
12	1470 Nondwelling Structures		10,400	0	
13	1475 Nondwelling Equipment	18,700	20,000	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency	20,738	0		
21	Amount of Annual Grant: (sum of lines 2 – 20)	673,213	673,213	218,350	38,024
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	32,000		32,000	8,249
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Cumberland Housing Authority		Grant Type and Number Capital Fund Program Grant No: MD06P00550102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Misc. Authority Expenses	1406	N/A	20,000	20,000	20,000	20,000	
Management Imp	Resident Services Director	1408	1	31,000	31,000	31,000	0	
	Resident Maintenance Trainees	1408	6 PT	56,300	41,000	41,000	0	
	Security Guards	1408	1 FT, 2 PT	32,000	44,000	44,000	0	
	Housekeeping Assistant	1408	1 PT	10,000	10,000	10,000	852	
Administration	Technical Services Director	1410	1 FT	38,300	38,300	38,300	0	
	Technical Services Clerk	1410	1 FT	25,000	25,000	25,000	8,122	
A/E	Design Fees	1430	All	16,000	30,000	2,000	0	
Contingency	Contingency	1502	N/A	20,738	0			
MD005-1	Concrete (Sidewalks)	1450	1500 lf	15,000	15,000	0	0	
Jane Frazier Village	Roof Replacement	1460	Adm. Bldg.	10,400	10,400	8,577	0	
	Canopies	1460	30	30,000	30,000	0	0	
	Kitchen Sink Lighting	1460	125	4,000	0			
	Playground Equipment	1475	1 Set	6,000	6,000	0	0	

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

PHA Name: Cumberland Housing Authority		Grant Type and Number Capital Fund Program Grant No: MD06P00550102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MD005-2	Replace Bathroom Floors	1460	30	60,000	0			
Benj. Baneker	Hallway Door Modification	1460	3 blds	7,575	7,687	0	0	
	Heat Exchangers	1460	1	0	3,017	3,017	3,017	
	Playground Equipment	1475	1 Set	5,700	6,000	0	0	
MD005-3	Landscaping	1450	1	2,500	22,500	0	0	
Fort Cumberland	Concrete (Sidewalks)	1450	1500 lf	15,000	15,000	0	0	
Homes	Medicine Cabinets	1460	80	5,000	0			
	Gutter Modifications	1460	All	3,000	0			
	Boiler Replacement	1460	3	78,500	130,950	0	0	
	Light Switches – Kitchen	1460	80	9,000	0			
	Kitchen Pantry Modifications	1460	6	6,000	0			
	Replace Bathroom Floors	1460	80	0	50,000	0	0	
	Playground Equipment	1475	1 Set	5,000	6,000	0	0	
MD005-4	Replace Sewer Lines	1450	1		3,000	0	0	
John F. Kennedy	220 Service	1460	100	65,000	0			
	Electric Ranges	1465	100	31,000	0			
	Gas Monitoring System	1460	100	0	40,000	0	0	
	Replacement of Pressure Valves	1460	2	0	3,500	0	0	
	Heat Exchangers	1460	2	0	6,033	6,033	6,033	
	Washers/Dryers	1475	1	1,000	1,000	0	0	

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

PHA Name: Cumberland Housing Authority		Grant Type and Number Capital Fund Program No: MD06P00550102 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
PHA-Wide	06/30/04			06/30/05				
MD005-1 Jane Frazier Village	06/30/04			06/30/05				
MD005-2 Benjamin Banneker	06/30/04			06/30/05				
MD005-3 Fort Cumberland Homes	06/30/04			06/30/05				
MD005-4 John F. Kennedy	06/30/04			06/30/05				
MD005-5 Queen City Tower	06/30/04			06/30/05				

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.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

**DECONCENTRATION POLICY
FOR THE
HOUSING AUTHORITY OF THE CITY OF CUMBERLAND**

It is HACC's policy to provide for de-concentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Towards this end, we will skip families on the waiting list to reach other families with a lower or higher income.

HACC will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and de-concentration incentives to implement.

PHA Plan Table Library

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

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

Capital Fund Grant Number FFY of Grant Approval: 04/01/2003

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	20,000
3	1408 Management Improvements	126,800
4	1410 Administration	63,400
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	30,000
8	1440 Site Acquisition	
9	1450 Site Improvement	30,000
10	1460 Dwelling Structures	323,187
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	20,000
13	1475 Nondwelling Equipment	21,000
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	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	634,387
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement
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
MD005-001 Jane Frazier Village	Canopies	1460	50,000
	Entrance Doors	1460	45,000
	Concrete Steps	1450	15,000
MD-005-002 Ben Banneker Apts	A/C Unit @ Community Center	1475	1,000
MD005-003 Ft Cumberland Homes	Roof Replacement/Gutter Modifications	1460	228,187
	Sidewalk Repairs	1450	15,000
MD005-004 JFK Apts	Remodel Community Space	1470	10,000
	Replace Furniture	1475	10,000
MD005-004 Queen City Tower	Remodel Community Space	1470	10,000
	Replace Furniture	1475	10,000
Agency-Wide	Miscellaneous Authority Expenses	1406	20,000
Management Imp.	Resident Services Director	1408	33,360
	Resident Maintenance Employees	1408	36,160
	Security Guards	1408	57,280
Administration	Technical Services Director	1410	32,950
	Technical Services Clerk	1410	22,650
	Housekeeping Assistant	1410	7,800
Fees & Costs	A/E Services	1430	30,000

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)
MD005-001 Jane Frazier Village	March 31, 2004	March 31, 2005
MD-005-002 Ben Banneker Apts	March 31, 2004	March 31, 2005
MD005-003 Ft Cumberland Homes	March 31, 2004	March 31, 2005
MD005-004 JFK Apts	March 31, 2004	March 31, 2005
MD005-004 Queen City Tower	March 31, 2004	March 31, 2005
Agency-Wide	March 31, 2004	March 31, 2005

**Revised
Effective 11/1/00**

**PET POLICY
Housing Authority
of the City of Cumberland Maryland**

1. All pets shall be registered with HACC. This must be done before it is brought to reside in the development and must update the registration at least annually. The registration must include:

A. A certificate signed by a licensed veterinarian or a state or local authority empowered to inoculate animals, stating that the pet has received all inoculations required by applicable state and local law.

B. Information sufficient to identify the pet and to demonstrate that it is a common household pet, including a photograph of the animal and supervisor or owner.

C. The name, address and phone number of the responsible party that will care for the pet if the pet owner(s) dies, is incapacitated, or is otherwise unable to care for the pet.

D. Proof that the dog/cat has been spayed or neutered.

E. Proof that the dog or cat has had preventive flea treatment on a regular basis as recommended by the veterinarian.

F. HACC will not apply or enforce any part of this policy against animals that are necessary as a reasonable accommodation to assist, support or provide service to persons with documented disabilities. This also applies to any person with a disability requiring an animal that assist, support or provide service, that may be visiting a resident.

THE HACC may refuse to register a pet if:

- A. The pet is NOT a common household pet.**
- B. The keeping of the pet will violate any household pet rule.**
- C. The presence of the pet will constitute a serious threat to another resident of the development.**

The pet owner shall be notified by HACC if the pet permit application is refused. The notice shall state the basis for the refusal and shall be served directly on the pet owner by letter. The Notice of Refusal to register a pet may be combined with a Notice of Pet Violation.

2. All pet owners shall pay a non-refundable pet maintenance fee of \$100. Pet owner may pay first two payments in the amount of \$25.00 and monthly payments thereafter of \$10.00 until the \$100 is paid in full. The Board of Commissioners may adjust the amount of the pet maintenance fee for those residents with a need due to handicap upon receipt of proper documentation certifying the need of a pet by a resident.

There will also be an annual charge of \$25 for pet administrative cost. These charges will be applicable for each pet permit.

3. This policy includes only common household pets (cats, dogs, birds and fish in aquariums) and prohibits any other type of pet.

4. The following limits shall apply to ownership of pets (as defined in article 3 of this pet policy). Those residing in efficiency and 1 bedroom units shall be limited to one pet, those residing in two, three and four bedroom units shall be limited to no more than two pets. A separate pet permit shall be required for each pet and all requirements under 1A through E and 2 shall apply.

5. Sanitary standards governing the disposal of pet waste:

A. The pet owners shall not allow their pets to deposit waste on the development premises, and must remove and properly dispose of all removable pet waste accidentally deposited on development premises.

B. In the case of cats and other pets using litter boxes, the litter shall be changed daily. Said waste shall be disposed of in the following manner:

**John F. Kennedy Apartments and Queen City Tower
Waste shall be put in a heavy duty plastic bag and placed in the garbage chute.**

Jane Frazier Village, Benjamin Banneker Apartments and Fort Cumberland Homes

Waste shall be put in a heavy duty plastic bag and placed in the dumpsters or closed garbage cans.

There will be a tenant charge of \$10.00 for clean up of any area as a result of a violation by a pet owner of any of the above sanitary standards.

6. Pets must be leashed and under full control of their owners any time they are outside the owner's apartment.

7. The following are designates as no pet areas, meaning that no pets are allowed in the following areas:

John F. Kennedy Apartments

- >Basement, lobbies, laundry rooms, social rooms**
- >Floors - to be determined based on those residents allergic to pets and the number of residents desiring pets**
- >Grounds, driveways and sidewalk areas**

Queen City Tower

- >Boiler rooms, lobby, laundry room, kitchen, community room, social rooms**
- >Floors - to be determined based on those residents allergic to pets and the number of residents desiring pets**
- >Grounds, driveways and sidewalk areas**

8. Pet owners must conduct themselves and exercise sufficient control over their pet as to not disturb other residents' peaceful enjoyment of their accommodations.

9. Resident's pet shall not interfere with HACC responsibilities or operations including maintenance and extermination.

10. A pet shall not be left unattended in a unit for more than three hours at any given time.

11. All pets not owned by the resident are not allowed, nor are to be kept in the buildings or grounds.

12. The pet shall not exceed the following size:

***Height -18"**

***Length - 24"**

***Weight - 20 pounds**

***These limitations shall be verified annually or at any time evidence shows a pet has exceeded any of the limitations listed above.**

13. Pet Rule Violation Procedures

(a) Notice of Pet Rule Violation - If HACC determines on the basis of objective facts, supported by written statements, that a pet owner has violated a rule governing the keeping of pets, HACC shall serve a Notice of Pet Rule violation on the pet owner.

The Notice of Pet Rule Violation must be in writing and must:

(1) Contain a brief statement of the factual basis for the determination and the pet rules alleged to be violated.

(2) State that the pet owner has 10 days from the effective date of service of the notice to correct the violation (including, in appropriate circumstances, removal of the pet) or to make a written request within 5 days for a meeting to discuss the violation; and

(3) State that the pet owner's failure to correct the violation, to request a meeting, or to appear at a request meeting may result in initiation of procedures to have the pet removed or terminate the pet owner's residency or both.

14. Special Rules For Health Threats and Resident Moves

(a) General

(1) HACC will not permit the presence of a common household pet to constitute a serious threat to the health of a resident or prospective resident, or any member of his or her family. For purposes of this section, a common household pet will constitute a serious threat to the health of an individual only if the individual (or his/her parent or guardian) has filed with HACC a certificate signed by a licensed physician indicating that exposure to the pet will cause an allergic reaction that will constitute such a threat to the individual. The certificate must describe the type of exposure (such as direct contact or presence in the same room, elevator, or common area), duration of exposure, the types or groups of animals (such as long-haired, fur-bearing

animals), and any other information relevant to ascertaining the nature and extend of the circumstances that will cause such a reaction.

(2) HACC must take reasonable measures to ensure that the presence of a pet does not constitute such a threat. These measures may include designating buildings, floors of buildings, or sections of buildings as no-pet areas and may include (as required by this part or otherwise appropriate to the circumstances) steps such as requiring residents to move to suitable alternative dwelling units within the development restricting the presence of the pet or types of pets in hallways, elevators and common areas.

15. (b) Applicants for Residency

(1) HACC shall refuse to admit an applicant for residents if the applicant will keep a common household pet in the dwelling unit and the presence of the pet will cause a serious threat to the health of a resident (or member of a resident's family). HACC may not refuse to admit the applicant if the applicant agrees not to keep the pet in the unit.

(2) An applicant for residents in a development may reject a unit offered by HACC if an existing resident of the development owns or keeps a common household pet in his/her dwelling unit and the presence of the pet will constitute a serious threat to the health of the applicant (or a member of the applicant's family). An applicant's rejection of a unit under this paragraph (b)(2) shall not adversely affect his/her application for residency in the development including, but not limited to, his/her position on the waiting list or qualification for any resident selection preference.

16. Acquisition of Pets By Existing Residents

If, after reviewing the registration information under regulation (1), HACC determines that an existing resident of the development intends to own or keep a common household pet in the dwelling unit and the pet will constitute a serious threat to the health of another resident or member of that resident's family, HACC shall refuse to register the pet.

17. Nuisance or Threat to Health or Safety of Residents

HACC or an appropriate community authority shall not be prohibited from removing any pet from the developments if the pet's conduct or condition

is duly determined to constitute, under the provisions of State or local law, a nuisance or a threat to the health or safety of the occupants of the development or of other persons in the community where the development is located.

18. Emergencies

(a) If a pet becomes vicious, displays symptoms of severe illness or demonstrates other behavior that constitutes an immediate threat to health or safety of the residents as a whole, HACC may request the pet owner to immediately remove the pet from the housing development.

If the pet owner refuses to remove the pet or if HACC is unable to contact the pet owner, HACC may contact the appropriate State or local authority, or designated agent of such an authority, to have the pet immediately removed from the development.

(b) If the health or safety of a pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet, HACC may contact the responsible party listed in the pet registration.

If HACC has made a reasonable attempt to contact the responsible party, but the party is either unwilling or unable to care for the pet, HACC may contact the appropriate State or local authority or designated agent of such an authority, authorized to remove a pet under these circumstances.

HACC may enter the pet owner's unit, remove the pet, and place the pet in a facility that will provide care and shelter for no less than thirty (30) days. The cost of the animal care facility will be paid by the pet deposit.

**PROGRESS REPORT
IN MEETING
CUMBERLAND HOUSING AUTHORITY'S
FIVE-YEAR PLAND
GOALS AND OBJECTIVES
(Those scheduled for completion FYE 3/31/2003)**

PHA Goal: ENSURE VIABILITY OF THE AUTHORITY

Objective: Hold expenses to 3% increase per year.

Progress:

The Cumberland Housing Authority has held expenses to an increase of 2% for the period of fiscal year 2000-2001 and 3.1% for fiscal year 2001-2002. In fiscal 2002-2003, we estimate an increase of 6% due to increases in utilities and insurance and the additional cost we incurred in picking up portions of drug elimination grant programs until other funding could be found. We also replaced our computer system with up-to-date models in 2003.

Objective: Reduce line #590 of Operating Budget (Residual Receipts or Deficit) by 5% per fiscal year.

Progress:

Residual receipts had shown a positive in each fiscal year. These amounts have varied depending upon the income and expenses for the corresponding period.

Objective: Increase number of units occupied by residents with income over 30% of Median Income by 5% per year, not to exceed 60% limit.

Progress:

According to last year's annual statement, 15% of the families housed had incomes that exceeded 30% of Median Income. This year the percentage of those families exceeding 30 percent Median income was 78.3%, an increase of 6.7% and therefore met our goal this year.

PHA Goal: CHANGE FACE OF PUBLIC HOUSING

Objective: Expand Security and Crime Reduction Programs

Progress:

Security at HACC has changed to be a management program of positive prevention. Housing Authority properties are more than just a residential area; they are a community with resident security and safety as a main concern. The Community Safety Patrol maintains a staff of 2 full-time and 2 part-time employees who provide coverage 7 days a week to each of our 5 communities. They generate approximately 1500 incident reports annually, covering areas of Child Abuse/Neglect, Domestic Violence, CDS Violations, Mental Health Crisis, Disturbances, Destruction of Property, etc.

Our EXCEL program averages 60 children per day at our 3 family developments. This program has given these children something to do after school hours and during the summer break, and has made a big difference in problems at these developments.

We have also started a mentoring program with our children. This program is sponsored by the Allegany County Branch of the National Association of Colored People and involves University of Frostburg students. Currently there are 45 children participating in this program.

PHA Goal: DEVELOP HOMEOWNERSHIP PROGRAM

Objectives: Use HUD Capital Funds, Home Bonds and Tax Credits to develop new homes for Homeownership.

Progress:

Housing Authority staff met with the City Mayor, private developers, engineers and architects to discuss community revitalization

including demolition, rehabilitation, curing blighted areas and new construction through capital funds, bonds, low-income housing tax credits, partnerships with financial institutes, state funds, etc. It was agree that the Housing Authority would play a key role in developing this plan. This plan will include homeownership opportunities for both low and middle-income families. We met in January 2003 and are now in the process of evaluating our options.

PHA Goal: PROVIDE ASSISTED AND/OR CONGREGATE HOUSING FOR ELDERLY

Objective: Add Assisted and/or Congregate Housing at John F. Kennedy and Queen City Towers by converting at least one floor of each high-rise for this purpose.

Progress:

No progress has been made in this area to date. An architect will be hired with 2003 CFP funds to perform A/E design services.

PHA Goal: MAINTAIN HIGH PERFORMER RATING

Objective: Score at least 90% on PHAS during each of the next five fiscal years.

Progress:

The Housing Authority received a 96% on our latest PHAS score (for FYE 3-31-2002).

RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

- 1. The Resident Member of the Cumberland Housing Authority's Governing Board is Mrs. Joyce Snyder who resides at Queen City Tower, MD005-05.**
- 2. Mrs. Snyder was elected by the adult residents of the Housing Authority.**
- 3. Mrs. Snyder's term of appointment is 5 years that ends October 2006.**

MEMBERSHIP OF THE RESIDENT ADVISORY BOARDS

FAMILY HOUSING DEVELOPMENTS

JANE FRAZIER VILLAGE

Pat Andrews
JoAnn Spencer

Lianne Cofield
Ruth Anams

Kellie/Dan Snyder
Debbie Crawford

FORT CUMBERLAND HOMES

Wayne Andrews Emma Banks

ELDERLY/DISABLED DEVELOPMENTS

JOHN F. KENNEDY APARTMENTS

Ann Jenkins
Geraldine Hutson

Kay Wolfe
June Geatz
Gladys Barbe

Josephine Aldridge
Ella Saville

QUEEN CITY TOWER

Joyce/William Synder

Beatrice Bledsoe
Norma Lintz

William Lewis
Angela Rafferty

**ASSESSMENT OF DEMOGRAPHIC CHANGES
IN DEVELOPMENTS WITH
SITE-BASED WAITING LISTS**

Year Ending	Race		Ethnicity		Families with Disabilities
	Non-Minority	Minority	Hispanic	Non-Hispanic	
Jane Frazier Village					
September 30, 2001	104	19	0	123	30
September 30, 2002	106	17	0	123	35
Percent Change	1.92%	-10.53%	N/A	0.00%	16.67%
Benjamin Banneker					
September 30, 2001	16	11	1	26	7
September 30, 2002	20	9	1	28	9
Percent Change	25.00%	-18.18%	0.00%	7.69%	28.57%
Fort Cumberland Homes					
September 30, 2001	61	16	0	77	11
September 30, 2002	61	17	0	78	18
Percent Change	0.00%	6.25%	N/A	1.30%	63.64%
John F. Kennedy Apartments					
September 30, 2001	94	5	0	99	41
September 30, 2002	94	5	0	99	43
Percent Change	0.00%	0.00%	N/A	0.00%	4.88%
Queen City Tower					
September 30, 2001	94	1	0	99	42
September 30, 2002	91	2	0	93	50
Percent Change	-3.19%	100.00%	N/A	-6.06%	19.05%