

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

PHA Plans

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

**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: Jackson Housing Commission

PHA Number: MI 038

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 web site
- 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 2003 - 2007
[24 CFR Part 903.5]

A. Mission

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

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

The PHA's mission is: (state mission here)
The mission of the JHC is:

To assist low income families secure safe, decent and affordable housing; create opportunities for resident and participant families to achieve self sufficiency and economic independence; and assure fiscal and program integrity by all program participants.

To achieve the mission statement we will:

- Recognize public housing Residents and Section 8 program participant as our ultimate customer;
- Continually improve Commission management and service delivery efforts through program assessments and revision, and selection and professional development of highly skilled and results oriented personnel.
- Seek and maintain problem-solving partnerships with Resident and program participant families, community, and government leadership.
- Efficiently apply limited Commission resources to assure optimum program results.

B. Goals

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

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

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

- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 83
 - 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 de-concentrate 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)

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 Jackson Housing Commission is a medium PHAS Standard Performer agency located in Jackson County, Michigan. The JHC manages 553 units of public housing in seven developments and a Section 8 program of 456 clients.

The mission of the JHC is:

To assist low income families secure safe, decent and affordable housing; create opportunities for resident and participant families to achieve self sufficiency and economic independence; and assure fiscal and program integrity by all program participants.

To achieve the mission statement we will:

- Recognize public housing Residents and Section 8 program participant as our ultimate customer;
- Continually improve Commission management and service delivery efforts through program assessments and revision, and selection and professional development of highly skilled and results oriented personnel.
- Seek and maintain problem-solving partnerships with Resident and program participant families, community, and government leadership.
- Efficiently apply limited Commission resources to assure optimum program results.

The JHC will accomplish its mission ideals through its goals and objectives by:

1. Providing decent, safe and affordable housing in our community.
2. Ensuring equal opportunity in housing for everyone
3. Providing timely response to resident request for maintenance problems.
4. Returning vacated units to occupancy in 25 days.
5. Continuing enforcement of our "One Strike" policies for resident and applicants.

6. Improving and/or maintaining our financial stability through aggressive rent collections and improved reserve position.

The JHC's financial resources include an operating fund, capital fund, dwelling rental income and Section 8 Administrative fees which will be used to operate the agency in the most cost effective means possible and still provide the services and activities for its residents.

The JHC has assessed the housing needs of Jackson and surrounding Jackson County area and has determined that it currently meets, and will continue to meet, the housing needs of the community to the extent practical for a medium sized agency. The JHC has approved a De-concentration Policy and will utilize Local Preferences to attract and encourage applicants that can qualify for public housing. The JHC has determined that its housing strategy complies with the City of Jackson, Michigan, Consolidated Plan

The JHC has updated and rewritten its Admissions and Continued Occupancy Plan, Dwelling Lease and Grievance procedures to comply with all QHWRA requirements. The JHC has established a minimum rent of \$25.00 and has conducted market rate surveys to establish reasonable flat rents.

The JHC has conducted a physical needs assessment to determine its modernization requirements and has developed an Annual and 5 year Action Plan to address its Capital Improvements.

The JHC has no plans to demolish or dispose of any of its properties.

The JHC has jointly addressed with the local police and fire departments development of safety and crime prevention that adequately meets the needs of its residents.

The JHC has developed an agency wide Pet Policy that allows any family to have a pet if they follow a set of rules.

The JHC has certified that it has and will continue to adhere to all Civil Rights requirements and will affirmatively further fair housing. In addition, the JHC has included a copy of its most recent fiscal year audit reports as part of the documentation made available for public review during the 45 days prior to submission of JHC's Agency Plan to HUD on January 15, 2003.

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:

<input checked="" type="checkbox"/> (A) Admissions Policy for De-concentration	62
<input checked="" type="checkbox"/> (B) FY 2003 Capital Fund Program Annual Statement	33
<input type="checkbox"/> Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)	

Optional Attachments:

<input checked="" type="checkbox"/> PHA Management Organizational Chart	67
<input checked="" type="checkbox"/> (C)FY 2003 Capital Fund Program 5 Year Action Plan	40
<input type="checkbox"/> Public Housing Drug Elimination Program (PHDEP) Plan	
<input type="checkbox"/> Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)	
<input checked="" type="checkbox"/> Other (List below, providing each attachment name)	
(D) Definition of Substantial Deviation and Significant Amendment or Modification	62
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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
YES	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
YES	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
YES	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
YES	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
YES	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
YES	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
YES	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration 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 de-concentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	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
YES	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
YES	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
YES	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
YES	Public housing grievance procedures	Annual Plan: Grievance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Procedures
YES	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
YES	The HUD-approved Capital Fund 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
YES	Most recent, approved 5 Year Action Plan for the Capital Fund 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
YES	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
YES	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
YES	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan:
YES	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
YES	Other supporting documents (optional) (list individually; use as many lines as necessary) Policy on ownership of pets in Public Housing Family Developments.	(specify as needed) Pet Policy

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	3,203	5	5	5	3	3	2
Income >30% but <=50% of AMI	1,852	5	5	5	3	3	2
Income >50% but <80% of AMI	3,015	4	4	4	3	3	2
Elderly	2,219	5	5	4	3	2	4
Families with Disabilities	600	5	5	4	4	3	4
Race/Ethnicity W	4,940	5	5	5	3	3	2
Race/Ethnicity B	2,963	5	5	5	3	3	2
Race/Ethnicity I	103	5	5	5	3	3	2
Race/Ethnicity A	64	5	5	5	3	3	2

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000-2004
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") data set 1991
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- 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	220		152
Extremely low income <=30% AMI	180	82	
Very low income (>30% but <=50% AMI)	29	13	
Low income (>50% but <80% AMI)	11	5	
Families with children	207	94	
Elderly families	0	0	
Families with Disabilities	8	3	
Race/ethnicity W	114	52	
Race/ethnicity B	105	48	
Race/ethnicity H	1	0.5	
Race/ethnicity A	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR - 0 BR	17	8	55
2 BR	141	64	62
3 BR	58	26	33
4 BR	4	2	2

Housing Needs of Families on the Waiting List			
5 BR	0	0	0
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 4 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	495		
Extremely low income <=30% AMI	486	98	
Very low income (>30% but <=50% AMI)	7	1	
Low income (>50% but <80% AMI)	1	1	
Families with children	313	63	
Elderly families	15	3	
Families with Disabilities	104	21	
Race/ethnicity W	257	52	
Race/ethnicity B	213	43	
Race/ethnicity I	9	2	
Race/ethnicity H	16	3	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR			

Housing Needs of Families on the Waiting List			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 4 months Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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	827,969	
b) Public Housing Capital Fund	850,576	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,008,472	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	40,581	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Fund Grant 2000	0	Modernization
Capital Fund Grant 2001	8,525	Modernization
Capital Fund Grant 2003	850,576	Modernization
3. Public Housing Dwelling Rental Income	1,114,180	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)		
Interest	26,700	
Other Receipts	38,770	
5. Non-federal sources (list below)		
Total resources	7,010,175	

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: (3)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Over housed
- Under housed
- 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)

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:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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) De-concentration and Income Mixing

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

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

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

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

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

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

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

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 sub-component **(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:

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

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

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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

- Never

- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$40/mo
- 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 sub-market
- To increase housing options for families
- Other (list below)

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	553	145
Section 8 Vouchers	456	95
Section 8 Certificates	82	18
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

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

- Preventive Maintenance Policy and Procedures
- Routine Maintenance Policy and Procedures
- Parking and Site Maintenance
- Admissions and Continued Occupancy Policy

Rent Collection
Applicant/Tenant Grievance Procedure
Rent Collection Policy
Personnel Policy
Investment Policy
Travel Policy
Procurement Policy
Capitalization Policy
Disposition of Commission Property Policy
Community Space Policy
Deceased Tenant Policy and Procedures
Pet Policy

(2) Section 8 Management: (list below)

Section 8 Program Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: Jackson Housing Commission	Grant Type and Number Capital Fund Program: MI33P03850103 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Performance and Evaluation Report for Period Ending: Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 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	88,186			
3	1408 Management Improvements	33,200			
4	1410 Administration	51,590			
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	45,050			
8	1440 Site Acquisition				
9	1450 Site Improvement	49,500			
10	1460 Dwelling Structures	570,800			
11	1465.1 Dwelling Equipment—Non-expendable				
12	1470 Non-dwelling Structures	12,250			
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	850,576			
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				

Annual Statement/Performance and Evaluation Report				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary				
PHA Name: Jackson Housing Commission		Grant Type and Number Capital Fund Program: MI33P03850103 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant: 2003
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)		
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report		
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
24	Amount of line 20 Related to Energy Conservation Measures			

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

PHA Name: Jackson Housing Commission		Grant Type and Number Capital Fund Program #: MI33P03850103 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA wide Operations	A. Housing Operations sub total	1406	10.4 %	88,186				
HA Wide Management Improvements	A. Management Improvement sub total	1408	3.9%	33,200				
HA Wide Administrative Cost	A. Partial salary and benefits of staff involved in capital fund activities. sub total	1410	6.1%	51,590				
HA Wide Fees & Cost	A. A/E Services sub total	1430	7.5% of PI	45,050				
MI 38-1 Chalet Terrace	A. Upgrade playground to Head Start.	1450	100 Units	49,500				
	B. Renovate elderly bath/tub surrounds.	1460	32 Units	38,400				
	C. Replace closet doors/headers. sub total	1460	100 Units	65,000				
				152,900				

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

PHA Name: Jackson Housing Commission		Grant Type and Number Capital Fund Program #: MI33P03850103 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
MI 38-2	A.							
Reed Manor	Sub total			-0-				
MI 38-3	A. Install replacement patio unit doors.	1460	37 ea.	55,500				
Reed Manor	B. Paint colonnades.	1460		49,500				
	C. Replace unit furnaces w/AC models.	1460	146 units	175,200				
	D. Assess Elevators for Handicap Accessibility.	1470	3 ea.	6,750				
	sub total			286,950				
MI 38-4	A. Install replacement patio unit doors.	1460	16 ea.	36,000				
Reed Manor	B. Replace unit furnaces w/AC models.	1460	126 Units	151,200				
	C. Assess elevators for Handicap Accessibility.	1470	2 ea.	5,500				
	sub total			192,700				

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

PHA Name: Jackson Housing Commission		Grant Type and Number Capital Fund Program #: MI33P03850103 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
MI 38-5 Shahan Blackstone								
	sub total			-0-				
MI 38-6 Shahan Blackstone								
	sub total			-0-				
MI 38-7 Scattered Sites								
	sub total			-0-				
Contingency		1502						
	sub total			-0-				
	Grand Total			850,576				

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

PHA Name: Jackson Housing Commission		Grant Type and Number Capital Fund Program #: MI33P03850103 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA Wide	3/31/05			3/31/07			
MI 38-1 Chalet Terrace	3/31/05			3/31/07			
MI 38-3 Reed Manor	3/31/05			3/31/07			
MI 38-5 Shahan Blackstone	3/31/05			3/31/07			
MI 38-6 Shahan Blackstone	3/31/05			3/31/07			

(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

-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)

Capital Fund Program 5-Year Action Plan

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.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
MI 38	HA Wide	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Physical Improvements	3,636,500	2004-2007
Management Improvements	425,290	2004-2007
PHA Wide Non-dwelling structures and equipment	100,000	2004-2007
Administrative Cost	297,700	2004-2007
A/E Services	1,363,	2004-2007
Housing Operations	459,830	2004-2007
Total estimated cost over next 5 years	3,064,440	

Capital Fund Program 5-Year Action Plan

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.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
MI 38-1	Chalet Terrace	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Construct storage sheds	60,000	2004
Renovate Administrative/maintenance facilities	38,750	2004
Paint 100 units.	350,000	2004-2007
Replace maintenance truck/maintenance van	42,000	2005
Patch and seal parking and drives	35,000	2006
Repair and re-shingle roofs 68 family units.	136,000	2007
Total estimated cost over next 5 years	661,750	

Capital Fund Program 5-Year Action Plan

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.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
MI 38-2	Reed Manor	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Install central boilers.	30,000	2004
Install trussed/peaked roof.	78,400	2006
Renovate; upgrade emergency alarms.	28,750	2006
Paint 23 units.	80,500	2004-2007
Total estimated cost over next 5 years	137,150	

Capital Fund Program 5-Year Action Plan

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.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
MI 38-3	Reed Manor	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Elevator Upgrade.	60,990	2004-2007
Repair; seal drive-thru's, parking areas.	58,740	2004-2007
Paint 146 units.	511,000	2004-2007
Renovate C-Building Dining Hall/Kitchen.	75,500	2004
Install window replacements.	124,100	2004
Replace building plumbing.	315,000	2005
Replace administrative van; maintenance truck.	39,500	2005
Renovate; upgrade unit emergency alarms.	102,500	2006
Total estimated cost over next 5 years	1,287,330	

Capital Fund Program 5-Year Action Plan

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.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
MI 38-4	Reed Manor	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace windows	107,100	2004
Paint 126 units.	441,000	2004-2007
Upgrade/replace plumbing system	275,000	2005-2007
Renovate Administrative offices	75,000	2005
Update/renovate emergency alarms	92,750	2006
Total estimated cost over next 5 years	990,850	

Capital Fund Program 5-Year Action Plan

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.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
MI 38-5	Shahan-Blackstone	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Paint 48 units.	168,000	2004-2007
Replace maintenance truck.	18,500	2005
Replace appliances	43,200	2006
Patch and seal parking lots and drive through.	28,800	2006
Total estimated cost over next 5 years	258,500	

Capital Fund Program 5-Year Action Plan

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.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
MI 38-6	Shahan-Blackstone	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Paint 60 units.	210,000	2004-2007
Replace/upgrade playground equipment	35,000	2004
Install security fencing	20,000	2004
Replace appliances	54,000	2006
Total estimated cost over next 5 years	300,920	

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: <u>(DD/MM/YY)</u>	
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: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[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 checked="" 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 checked="" 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: (10/07/1999)
5. Number of units affected: 50 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 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 10/20/1999

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

- Client referrals
 Information sharing regarding mutual clients (for rent determinations and otherwise)

- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 01/01/2003)
Public Housing	0	9
Section 8	25	22

- 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)

Chalet Terrace Project MI33P038001

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)

Chalet Terrace Project MI33P038001

C. Coordination between PHA and the police

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

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

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

Chalet Terrace Project MI33P038001

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2003 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 2003 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. PET POLICY

[24 CFR Part 903.7 9 (n)]

JHC adopted its PHA Wide pet policy pursuant to Resolution No.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

Attached at Attachment (File name)

Provided below:

The Resident Advisory Board was in general agreement with and in support of the policies and Agency Plan documents. Specific requests and comment included additional lot lighting in back of the 32 senior units, and installation of an emergency phone box, at Chalet Terrace. The lot lighting request has been incorporated into the Commission's 2003 Capital Fund Program. Commission Staff will work with the phone utility and Chalet Terrace residents with regard to installation of an emergency phone box.

The Chalet Terrace Resident Council was particularly concerned about clarifying requirements under the Commission's Water and Energy Savings Program and support for the Section 3 implementation of resident employment.

The Section 8 Program RAB representative commented on the need for improving communications with current and prospective program participants, perhaps through a regular newsletter mailing. The RAB is interested in Commission investigation of implementing a Section 8 Homeownership Program.

There were no other comments received at the public hearing nor from the general public.

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:

Incorporated Chalet Terrace additional lot lighting request into the 2002 Capital Fund Program.

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City of Jackson

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

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

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

The City of Jackson's plan has established the following housing priorities to address housing needs, which are also the priorities of the Jackson Housing Commission:

1. Maintain the supply of decent, safe and sanitary rental housing that is affordable for low, very low and moderate income families.
2. Continue JHC housing modernization activities for occupancy by low, and very low, income families.

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.

Required Attachment A:

De-concentration Policy

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

To accomplish the de-concentration goals the JHC will take the following actions:

- A. At the beginning of each fiscal year, the JHC will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous fiscal year.
- B. To accomplish the goals of:
 - 1. Housing not less than 40% of its inventory on an annual basis with families that have incomes at or below 30% of area median income, and
 - 2. Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living the development with incomes that exceed 30% of the area median income, the JHC's Tenant Selection and Assignment Plan, which is a part of this policy, provides for the utilization of local preferences with regards to applicant selection from its waiting list.

Required Attachment D:

The Jackson Housing Commission's (JHC) definition of Substantial Deviation and Significant Amendment or Modification are as follows:

Changes to rent or admissions policies or organization of the waiting list;

Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; and

Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Required Attachment E Summary of Policy and Program Changes

The JHC has not made nor intends to make any major policy or program changes in 2003. Local preferences were established and will not change, rent policies remain the same, community service policy parameters were included in our lease and ACOP and were implemented on 4/01/02 (in accordance with HUD directives), and our family development pet policy has already been implemented.

Required Attachment F: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

Ms. Claudette Green- resigned due to health reasons effective January 15, 2003. Anticipate filling the position with qualified candidate not later than February 19, 2003 to complete the term.

B. How was the resident board member selected: (select one)?

- Elected
 Appointed

C. The term of appointment is (include the date term expires): Nov 01, 2001, to Oct 31, 2006

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

B. Date of next term expiration of a governing board member: 10/31/06.

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): Mayor, City of Jackson, Michigan, with concurrence of the City Council.

Required Attachment G: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Resident Advisory Board

FYE 03/31/02

Low Income Public Housing

Chalet Terrace Council **Marilyn McNeil, President, CT Resident**

**1215 Merriman
Jackson, MI 49203**

Council **Alisa Curtis, Vice President, CT Resident**

**1248 Laurel Lane
Jackson, MI 49203**

Reed Manor Resident Council **Claudette Green, President , RM**

**315 Steward Avenue, I-11
Jackson, MI 49201**

Council **Jean LaFountain, Secretary, RM Resident**

**428 Wildwood Avenue, A-08
Jackson, MI 49201**

Shahan-Blackstone **Julia Trine, Resident Representative**
**113 Shahan Drive
Jackson, MI 49202**

Lorraine Blalock, Resident Representative
**329 Moorman Drive
Jackson, MI 49202**

Section 8 Programs

Representative **Drena Poole, Section 8 Programs**

460 Commons Blvd., Apt. D

Jackson, MI 49203

Attachment H:

Progress in meeting the 5-Year Plan Mission and Goals

The JHC has been able to maintain its mission to promote adequate and affordable housing, economic opportunity and a suitable living environment free from unlawful discrimination through the utilization of Capital funds and the proper application of our public housing policies.

We are continuing to address public housing vacancies very aggressively and our PHAS and SEMAP scores indicate that other operational issues are being positively addressed.

Capital funds have been utilized to provide modernization of our properties and the 2003 application will continue that effort.

JHC has implemented local preferences to improve the living environment by de-concentration, promoting income mixing, and improving security throughout our developments.

The JHC created, and continues to facilitate, self-sufficiency programs to improve resident employability as well as solicit support services for the elderly and families with disabilities.

We are confident that the JHC will be able to continue to meet and accommodate all our goals and objectives for FFY 2003.

TABLE OF ORGANIZATION

01-Jan-03

RESIDENTS/PARTICIPANTS/GENERAL PUBLIC

<u>CHALET TERRACE</u>	<u>REED MANOR</u>	OPERATIONS	<u>SHAHAN- BLACKSTONE</u>	<u>FAMILY SVCS.</u>
	Caretaker			Wanda Wade, MA FS Coordinator
Alex Martin Maintenance Aide	James Underhill Maintenance Worker		Larry Young Maintenance Aide	Diane Covel, MA Director, FSP
	Joe Arnold Maintenance Worker			
Gary Cram Maintenance Worker	Earmie Oliver Maintenance Worker		Jerry Knight Maintenance Worker	
Lorenzo Neal Maintenance Team Leader	Ray Caddell Maintenance Supervisor		Cynthia Davis, Sr. Maintenance Team Leader	<u>SECTION 8 PRGS</u>
Janice Bable, PHM Housing Manager	Cheryl Guidry, PHM Housing Manager		Aulanda Banks, PHM Housing Manager	Shari Boyce S8P Housing Aide
	Connie Crandall, PHM Sr. Housing Manager			Kim Truman, PHM S8P Housing Manager
	Esther Grant, PHM, MSW Director, PHP			Donita Olson, PHM, SHM Director, S8P

ADMINISTRATION

Brenda Fridd Exec Secretary
Terrai Early, PHM Comptroller
April Rose Admin Asst
Phillip Fracker, PHM Executive Director

BOARD OF COMMISSIONERS

	TERM EXPIRES 10/31:
Marshall L. Hudson, Commissioner	2003
The Rev. McKinley Harrell, Commissioner	2007
C. Jean LaFountaint, Resident Commissioner	2006
Gaye N. Stewart, Vice President	2004
Jennifer M. Kelly, President	2005

**Annual Statement/Performance
and Evaluation Report**

Part I: Summary

Capital Fund Program (CFP)

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

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

HA Name Jackson Housing Commission		Comp Grant Number MI33P03850100		FFY of Grant Approval 2000	
__ Original Annual Statement		__ Reserve for Disasters/Emergencies		__ Revised Annual Statement/Revision Number <u>2</u>	
__ Final Performance & Evaluation Report		<input checked="" type="checkbox"/> Performance & Evaluation Report for Program Year Ending 09/30/02			
Line #	Summary by Development Accounts	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 19)		87,930	87,930	87,930
3	1408 Management Improvements	30,000	43,599	43,599	43,135
4	1410 Administration	35,800	35,800	35,800	35,800
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Cost	53,440	53,440	53,440	53,440
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	748,360	658,600	658,600	121,699
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				

15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of line 19)		11,769		
19	Amount of Annual Grant (Sum of lines 2-18)		\$879,369	\$879,369	\$879,369
20	Amount of Line 19 related to LBP Activities				
21	Amount of Line 19 related to Section 504 Compliance				
22	Amount of Line 19 related to Security				
23	Amount of Line 19 related to Energy Conservation Measures				

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement		(2) To be completed for the Performance & Evaluation Report	
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator and Date	
X Phillip M. Fracker, PHM, Executive Director		30-Sep-02 X Joann L. Adams, Director, OPH	

form HUD-52837 (10/96)
ref Handbook 7485.3

**Annual Statement/Performance
and Evaluation Report
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

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

Development Number/Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
MI 38-1	A. Replace unit windows	1460	100 units	250,000	250,000	250,000		Move to CFP 2001
Chalet Terrace	B. Replace Kitchen Countertops, etc.	1460	68 units	89,760	-	-	-	
	Subtotal			339,760	250,000	250,000	-	

MI 38-2	A. Renovate 1BR kitchens.	1460	11 units	-	54,000	54,000	16,699	Per CFP
Reed Manor	Subtotal			-	54,000	54,000	16,699	Steering
MI 38-3	A. Tear off old roof shingles, repair roofs as	1460		105,000	105,000	105,000	105,000	Committee
Reed Manor	necessary and install new shingles			-	-	-	-	
	Subtotal			105,000	105,000	105,000	105,000	
MI 38-5	A. Renovate unit kitchens and bathrooms	1460	48 units	249,600	249,600	249,600		
Shahan Blackstone	B. Replace unit shut off valves	1460	48 units	24,000	-	-	-	Done under
	Subtotal			273,600	249,600	249,600	-	WESCO
MI 38-6	A. Replace unit shut off valves	1460	60 units	30,000	-	-	-	Done under
Shahan Blackstone	Subtotal			30,000	-	-	-	WESCO
PHA Wide								
Operations	A. PHA Operations Expense per Regs.	1406		-	87,930	87,930	87,930	Per Staff
Management	A. Provide computer upgrade; home-	1408		30,000	43,599	43,599	43,135	Add
Improvements	ownership plan revision; UPCS in-			-	-	-	-	Contingency
	spections; wage rate survey; etc.			-	-	-	-	
	Subtotal			30,000	43,599	31,170	43,135	
Administration	A. Pro-rate salaries for FS Dir and FS Coord..	1410		25,060	25,060	25,060	27,594	
	B. Fringe benefits	1410		10,740	10,740	10,740	8,206	
	Subtotal			35,800	35,800	35,800	35,800	
Fees and Cost	A. A and E MI 38-1,3,5 and 6	1430		53,440	53,440	53,440	53,440	
	Subtotal			53,440	53,440	53,440	53,440	
Contingency	Subtotal	1502		11,769	-	-	-	Move MI

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement	(2) To be completed for the Performance & Evaluation Report
Signature of Executive Director and Date Phillip M. Fracker, PHM, Executive Director	Signature of Public Housing Director/Office of Native American Program Administrator and Date Joann L. Adams, Director, OPH

**Annual Statement/Performance
and Evaluation Report
Part III: Implementation Schedule
Capital Fund Program (CFP)**

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

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

Development Number/Name	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
HA Wide Activities							
<u>HA Wide</u>	03/31/03		11/30/02	09/30/04			
<u>MI 38-1</u>	03/31/03		06/30/02	09/30/04			
<u>MI 38-2</u>							
<u>MI 38-3</u>	03/31/03		06/30/02	09/30/04		09/30/02	
<u>MI 38-4</u>	03/31/03		06/30/02	09/30/04		09/30/02	
<u>MI 38-5</u>	03/31/03		06/30/02	09/30/04		09/30/02	

<u>MI 38-6</u>	03/31/03		06/30/02	09/30/04					
(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement					(2) To be completed for the Performance & Evaluation Report				
Signature of the Executive Director and Date					Signature of Public Housing Director/Office of Native American Programs Administrator and Date				
Phillip M. Fracker, PHM, Executive Director					30-Sep-02 Joann L. Adams, Director, OPH				

**Annual Statement/Performance
and Evaluation Report**

Part I: Summary

Capital Fund Program (CFP)

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

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

HA Name Jackson Housing Commission		Comp Grant Number MI33P03850101		FFY of Grant Approval 2001	
__ Original Annual Statement		___ Reserve for Disasters/Emergencies		___ Revised Annual Statement/Revision Number <u>2</u>	
__ Final Performance & Evaluation Report		<u>xx</u> Performance & Evaluation Report for Program Year Ending 09/30/02			
Line #	Summary by Development Accounts	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 19)		80,000	80,000	80,000
3	1408 Management Improvements	30,773	10,773	10,773	
4	1410 Administration	35,800	35,800	35,800	6,089
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Cost	55,780	55,780	55,780	
8	1440 Site Acquisition				
9	1450 Site Improvement	102,250	102,250	102,250	102,250
10	1460 Dwelling Structures	672,400	592,400	592,400	151,642
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non-dwelling Structures		20,000	20,000	
13	1475 Non-dwelling Equipment				
14	1485 Demolition				

15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of line 19)				
19	Amount of Annual Grant (Sum of lines 2-18)	\$897,003	\$897,003	\$897,003	\$339,981
20	Amount of Line 19 related to LBP Activities				
21	Amount of Line 19 related to Section 504 Compliance				
22	Amount of Line 19 related to Security				
23	Amount of Line 19 related to Energy Conservation Measures				

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement		(2) To be completed for the Performance & Evaluation Report	
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator and Date	
X Phillip M. Fracker, PHM, Executive Director		30-Sep-02 X Joann L. Adams, Director, OPH	

form HUD-52837 (10/96)
ref Handbook 7485.3

**Annual Statement/Performance
and Evaluation Report
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

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

Development Number/Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
MI 38-1	A. Patch; seal parking areas.	1450		45,000	45,000	45,000	45,000	Per A&E ; Staff
Chalet Terrace	B. Install dryer electrical venting.	1460	68 units	57,800	57,800	57,800	18,802	
	C. Tear off; repair; install roofing.	1460	100 units	200,000	30,240	30,240	30,240	

	D. Replace kitchen countertops; etc.	1460	68 units	-	89,760	89,760	-	Moved
	E. Renovate community building.	1470		-	20,000	20,000	-	CFP 2000
	Subtotal			302,800	242,800	242,800	94,042	
MI 38-3	A. Repair; seal; stripe parking areas.	1450		29,750	29,750	29,750	29,750	
Reed Manor	Subtotal			29,750	29,750	29,750	29,750	
MI 38-4	A. Repair; seal; stripe parking areas.	1450		27,500	27,500	27,500	27,500	
Reed Manor	Subtotal			27,500	27,500	27,500	27,500	
MI 38-5	A. Replace unit furnaces.	1460	48 units	45,600	45,600	45,600	45,600	
Shahan Blackstone	Subtotal			45,600	45,600	45,600	45,600	
MI 38-6	A. Replace unit furnaces.	1460	60 units	57,000	57,000	57,000	57,000	
Shahan Blackstone	B. Renovate kitchens; baths.	1460	60 units	312,000	312,000	312,000	-	
	Subtotal			369,000	369,000	369,000	57,000	
PHA Wide								
Operations	A. PHA Operations per regs.	1406		-	80,000	80,000	80,000	
Management	B. Provide resident training in the areas of	1408		30,773	10,773	10,773	-	
Improvements	personal, financial management planning							
	negotiating and computer skills			-	-	-	-	
	Subtotal			30,773	10,773	10,773	-	
Administration	A. Pro-rate salaries for FS Dir and FS Coord..	1410		25,776	25,776	25,776	4,613	
	B. Fringe benefits	1410		10,024	10,024	10,024	1,476	
	Subtotal			35,800	35,800	35,800	6,089	
Fees and Cost	A. A and E MI 38-1,3,5 and 6	1430		55,780	55,780	55,780	-	
	Subtotal			55,780	55,780	55,780	-	
Contingency	Subtotal	1502		-	-	-	-	
	Grand Total			897,003	897,003	897,003	339,981	

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement	(2) To be completed for the Performance & Evaluation Report
Signature of Executive Director and Date Phillip M. Fracker, PHM, Executive Director	30-Sep-02
Signature of Public Housing Director/Office of Native American Program Administrator and Date Joann L. Adams, Director, OPH	

form HUD-52837 (10/96)
ref Handbook 7485.3

**Annual Statement/Performance
and Evaluation Report
Part III: Implementation Schedule
Capital Fund Program (CFP)**

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

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

Development Number/Name	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
HA Wide Activities							
<u>HA Wide</u>	03/31/03		11/30/02	09/30/04			
<u>MI 38-1</u>	03/31/03		06/30/02	09/30/04			
<u>MI 38-2</u>							
<u>MI 38-3</u>	03/31/03		06/30/02	09/30/04		09/30/02	
<u>MI 38-4</u>	03/31/03		06/30/02	09/30/04		09/30/02	
<u>MI 38-5</u>	03/31/03		06/30/02	09/30/04		09/30/02	

MI 38-6	03/31/03		06/30/02	09/30/04						
(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement					(2) To be completed for the Performance & Evaluation Report					
Signature of the Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date						
Phillip M. Fracker, PHM, Executive Director			30-Sep-02	Joann L. Adams, Director, OPH						

**Annual Statement/Performance
and Evaluation Report**

Part I: Summary

Capital Fund Program (CFP)

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

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

HA Name Jackson Housing Commission			Comp Grant Number MI33P03850102		FFY of Grant Approval 2002	
___ Original Annual Statement			___ Reserve for Disasters/Emergencies		___ Revised Annual Statement/Revision Number 2	
__ Final Performance & Evaluation Report			xx Performance & Evaluation Report for Program Year Ending 09/30/02			
Line #	Summary by Development Accounts	Total Estimated Cost		Total Actual Cost (2)		
		Original	Revised (1)	Obligated	Expended	
1	Total Non-CGP Funds					
2	1406 Operations (May not exceed 20% of line 19)	105,223	30,223	30,223		
3	1408 Management Improvements	30,773	30,773	30,773		
4	1410 Administration	37,590	37,590	37,590		
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees & Cost	36,650	36,650			
8	1440 Site Acquisition					
9	1450 Site Improvement	105,820	105,820			
10	1460 Dwelling Structures	353,370	353,370			
11	1465.1 Dwelling Equipment-Nonexpendable		51,000			
12	1470 Non-dwelling Structures	110,250	137,150			
13	1475 Non-dwelling Equipment	68,000	68,000			
14	1485 Demolition					

15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of line 19)	2,900			
19	Amount of Annual Grant (Sum of lines 2-18)	\$850,576	\$850,576	\$98,586	
20	Amount of Line 19 related to LBP Activities				
21	Amount of Line 19 related to Section 504 Compliance				
22	Amount of Line 19 related to Security				
23	Amount of Line 19 related to Energy Conservation Measures				

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

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

X Phillip M. Fracker, PHM, Executive Director **31-Mar-03 X Joann L. Adams, Director, OPH**

form HUD-52837 (10/96)
ref Handbook 7485.3

**Annual Statement/Performance
and Evaluation Report
Part II: Supporting Pages
Capital Fund Program (CFP)**

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

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

Development Number/Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
MI 38-1	A. Repair; re-pour select sidewalks.	1450		23,200	23,200	-	-	
Chalet Terrace	B. Install additional lot lighting.	1450	32 units	27,550	27,550	-	-	
	C. Install gas/electric meters.	1460	100 units	30,000	30,000	-	-	

	D. Install carbon monoxide detectors.	1460	100 units	11,000	11,000	-	-
	E. Install ranges/refrigerators.	1465	68 units	-	51,000	-	-
	F. Renovate Community Building.	1470	-	-	26,900	-	-
	F. Computer system upgrade/fax.	1475	100 units	10,500	10,500	-	-
	Subtotal			102,250	180,150	-	-
MI 38-2	A. Install carbon monoxide detectors.	1460		2,530	2,530		
Reed Manor	Subtotal			2,530	2,530	-	-
MI 38-3	A. Install window replacements.	1460	146 units	124,100	124,100		
Reed Manor	B. Install carbon monoxide detectors.	1460	146 units	16,060	16,060		
	C. Renovate C bldg. kitchen/dining.	1470		75,250	75,250		
	D. Replace copier w/copier-fax.	1475		13,050	13,050		
	E. Computer system upgrade.	1475		10,500	10,500		
	Subtotal			238,960	238,960	-	-
MI 38-4	A. Install window replacements.	1460	126 units	93,940	93,940		
Reed Manor	B. Install carbon monoxide detectors.	1460	126 units	13,860	13,860		
	C. Replace copier w/copier-fax.	1475		12,950	12,950		
	D. Computer equipment upgrade.	1475		10,500	10,500		
	Subtotal			131,250	131,250	-	-
MI 38-5	A. Repair; re-pour select sidewalk.	1450		21,570	21,570		
Shahan-	B. Install carbon monoxide detectors.	1460	48 units	5,280	5,280		
Blackstone	C. Install security fence west side.	1470		15,000	15,000		
	D. Replace copier w/copier-fax.	1475		10,500	10,500		
	Subtotal			52,350	52,350	-	-
MI 38-6	A. Repair; re-pour select sidewalk.	1450		23,500	23,500		
Shahan-	B. Install carbon monoxide detectors.	1460	60 units	6,600	6,600	-	-

Blackstone	C. Install security fence west side.	1470		<u>20,000</u>	<u>20,000</u>		
	Subtotal			50,100	50,100	-	-
MI 38-7	A. Upgrade landscaping for unit sale.	1450	50 units	10,000	10,000		
Scattered Sites	B. Upgrade units for sale.	1460	50 units	<u>50,000</u>	<u>50,000</u>		
	Subtotal			60,000	60,000	-	-
PHA Wide Operations Management Improvements	A. PHA Operations per regs.	1406		105,223	30,223	30,223	-
	B. Provide resident training in the areas of personal, financial management planning negotiating and computer skills	1408		30,773	30,773	30,773	
	Subtotal			30,773	30,773	30,773	
Administration	A. Pro-rate salaries for FS Dir and FS Coord..	1410		26,310	26,310	26,310	
	B. Fringe benefits	1410		<u>11,280</u>	<u>11,280</u>	<u>11,280</u>	
	Subtotal			37,590	37,590	37,590	-
Fees and Cost	A. A and E MI 38-1,3,5 and 6	1430		<u>36,650</u>	<u>36,650</u>	-	
	Subtotal			36,650	36,650	-	-
				2,900	-		
Contingency	Subtotal	1502		2,900	-	-	-
	Grand Total			850,576	850,576	98,586	-

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

(2) To be completed for the Performance & Evaluation Report

Signature of Executive Director and Date

Phillip M. Fracker, PHM, Executive Director

15-Jan-03

Signature of Public Housing Director/Office of Native American Program Administrator and Date

Joann L. Adams, Director, OPH

form HUD-52837 (10/96)

ref Handbook 7485.3

and Evaluation Report
Part III: Implementation Schedule
Capital Fund Program (CFP)

and Urban Development
Office of Public and Indian Housing

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

Development Number/Name	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
HA Wide Activities							
<u>HA Wide</u>	03/31/03	5/30/04		09/30/04	05/30/06		
<u>MI 38-1</u>	03/31/03	5/30/04		09/30/04	05/30/06		
<u>MI 38-2</u>							
<u>MI 38-3</u>	03/31/03	5/30/04		09/30/04	05/30/06		
<u>MI 38-4</u>	03/31/03	5/30/04		09/30/04	05/30/06		
<u>MI 38-5</u>	03/31/03	5/30/04		09/30/04	05/30/06		
<u>MI 38-6</u>	03/31/03	5/30/04		09/30/04	05/30/06		

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement				(2) To be completed for the Performance & Evaluation Report			
Signature of the Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
Phillip M. Fracker, PHM, Executive Director				30-Sep-02			
				Joann L. Adams, Director, OPH			

**Annual Statement/Performance
and Evaluation Report**

Part I: Summary

Capital Fund Program (CFP)

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

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

HA Name Jackson Housing Commission			Comp Grant Number MI33P03850102	FFY of Grant Approval 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number 2 <input type="checkbox"/> Final Performance & Evaluation Report <input checked="" type="checkbox"/> Performance & Evaluation Report for Program Year Ending <u>03/31/02</u>					
Line #	Summary by Development Accounts	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 19)	105,223	30,223	30,223	
3	1408 Management Improvements	30,773	30,773	30,773	
4	1410 Administration	37,590	37,590	37,590	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Cost	36,650	36,650		
8	1440 Site Acquisition				
9	1450 Site Improvement	105,820	105,820		
10	1460 Dwelling Structures	353,370	353,370		
11	1465.1 Dwelling Equipment-Nonexpendable		51,000		
12	1470 Nondwelling Structures	110,250	137,150		
13	1475 Nondwelling Equipment	68,000	68,000		
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of line 19)	2,900			
19	Amount of Annual Grant (Sum of lines 2-18)	\$850,576	\$850,576	\$98,586	
20	Amount of Line 19 related to LBP Activities				
21	Amount of Line 19 related to Section 504 Compliance				
22	Amount of Line 19 related to Security				
23	Amount of Line 19 related to Energy Conservation Measures				
(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance & Evaluation Report					
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date		
X Phillip M. Fracker, PHM, Executive Director 30-Sep-02			X Joann L. Adams, Director, OPH		

**Annual Statement/Performance
and Evaluation Report
Part II: Supporting Pages**

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

Capital Fund Program (CFP)

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

Development Number/Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
MI 38-1 Chalet Terrace	A.Repair; repour select sidewalks.	1450		23,200	23,200	-	-	
	B. Install additional lot lighting.	1450	32 units	27,550	27,550	-	-	
	C. Install gas/electric meters.	1460	100 units	30,000	30,000	-	-	
	D. Install carbon monoxide detectors.	1460	100 units	11,000	11,000	-	-	
	E. Install ranges/refrigerators.	1465	68 units	-	51,000	-	-	
	F. Renovate Community Building.	1470	-	-	26,900	-	-	
	F. Computer system upgrade/fax.	1475	100 units	10,500	10,500	-	-	
	Subtotal			102,250	180,150	-	-	
MI 38-2 Reed Manor	A. Install carbon monoxide detectors.	1460		2,530	2,530	-	-	
	Subtotal			2,530	2,530	-	-	
MI 38-3 Reed Manor	A. Install window replacements.	1460	146 units	124,100	124,100			
	B. Install carbon monoxide detectors.	1460	146 units	16,060	16,060			
	C. Renovate C bldg. kitchen/dining.	1470		75,250	75,250			
	D. Replace copier w/copier-fax.	1475		13,050	13,050			
	E. Computer system upgrade.	1475		10,500	10,500			
	Subtotal			238,960	238,960	-	-	
MI 38-4 Reed Manor	A. Install window replacements.	1460	126 units	93,940	93,940			
	B. Install carbon monoxide detectors.	1460	126 units	13,860	13,860			
	C. Replace copier w/copier-fax.	1475		12,950	12,950			
	D. Computer equipment upgrade.	1475		10,500	10,500			
	Subtotal			131,250	131,250	-	-	
MI 38-5 Shahan- Blackstone	A. Repair; repour select sidewalk.	1450		21,570	21,570			
	B. Install carbon monoxide detectors.	1460	48 units	5,280	5,280			
	C. Install security fence west side.	1470		15,000	15,000			
	D. Replace copier w/copier-fax.	1475		10,500	10,500			
	Subtotal			52,350	52,350	-	-	
MI 38-6 Shanan- Blackstone	A. Repair; repour select sidewalk.	1450		23,500	23,500			
	B. Install carbon monoxide detectors.	1460	60 units	6,600	6,600			
	C. Install security fence west side.	1470		20,000	20,000			
	Subtotal			50,100	50,100	-	-	
MI 38-7	A. Upgrade landscaping for unit sale.	1450	50 units	10,000	10,000			

Scattered Sites	B. Upgrade units for sale.	1460	50 units	<u>50,000</u>	<u>50,000</u>			
	Subtotal			60,000	60,000	-	-	
PHA Wide Operations Management Improvements	A. PHA Operations per regs.	1406		105,223	30,223	30,223	-	
	B. Provide resident training in the area of personal, financial management planning; negotiating and computer skills	1408		30,773	30,773	30,773		
	Subtotal			30,773	30,773	30,773		
Administration	A. Pro-rate salaries for FS Dir and FS C	1410		26,310	26,310	26,310		
	B. Fringe benefits	1410		11,280	11,280	11,280		
	Subtotal			37,590	37,590	37,590	-	
Fees and Cost	A. A and E MI 38-1,3,5 and 6	1430		36,650	36,650			
	Subtotal			36,650	36,650	-	-	
Contingency				2,900	-			
	Subtotal	1502		2,900	-	-	-	
	Grand Total			850,576	850,576	98,586	-	

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(2) To be completed for the Performance & Evaluation Report

Signature of Executive Director and Date

Phillip M. Fracker, PHM, Executive Director

30-Sep-02

Signature of Public Housing Director/Office of Native American Program Administrator and Date

Joann L. Adams, Director, OPH

form HUD-52837 (10/96)

ref Handbook 7485.3

**Annual Statement/Performance
and Evaluation Report
Part III: Implementation Schedule
Capital Fund Program (CFP)**

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

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

Development Number/Name	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
HA Wide Activities							
<u>HA Wide</u>	03/31/03	5/30/2004		09/30/04	05/30/06		
<u>MI 38-1</u>	03/31/03	5/30/2004		09/30/04	05/30/06		
<u>MI 38-2</u>							
<u>MI 38-3</u>	03/31/03	5/30/2004		09/30/04	05/30/06		
<u>MI 38-4</u>	03/31/03	5/30/2004		09/30/04	05/30/06		
<u>MI 38-5</u>	03/31/03	5/30/2004		09/30/04	05/30/06		
<u>MI 38-6</u>	03/31/03	5/30/2004		09/30/04	05/30/06		
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Signature of the Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
Phillip M. Fracker, PHM, Executive Director 30-Sep-02				Joann L. Adams, Director, OPH			