

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

PHA Plans

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

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

**PHA Plan
Agency Identification**

PHA Name: LAUREL HOUSING AUTHORITY

PHA Number: MS26P002

PHA Fiscal Year Beginning: (mm/yyyy) 04/2003

Public Access to Information

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

- The 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)

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: **The PHA will attempt to increase the supply of housing by the year 2004, if there is a need. If the needs assessment indicates that additional units are necessary, a study will be performed.**
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score 86) (MASS score 27)
 - 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: **With the use of Capital the Fund Program, the PHA will continue ongoing efforts to improve the livability, security, energy efficiency and preserve the physical integrity of the structures. By implementing these improvements, the PHA has established the goal of having the units totally compatible with the private market rentals in the area by the end of the year 2004.**
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

- PHA Goal: Provide an improved living environment
- Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: **With the use of family choice rents and the adopted deconcentration policy, the PHA has a goal increasing the income level of the residency. This median income for the Laurel residents is currently \$7,833. The PHA will strive to increase this income by 2% a year resulting in an overall increase of 10% by end of year 2004.**
 - 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: **Continue PHDEP efforts to provide proper security personnel as a preventative deterrent to drugs and criminal activity. It is the goal of the PHA to decrease drugs and criminal activity each year.**

- 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: **The PHA currently has 201 residents who are working. By making job referrals and utilizing family choice rents, the PHA has a goal of increasing this number of working residents by two a year with a new total of 211 working residents by the year 2004.**
- Provide or attract supportive services to improve assistance recipients' employability: **The PHA has a Early Headstart Center operated by Friends of Children of Mississippi, both of these programs enhances the employability of residents. The PHA, with funding provided by the State TANF Agency, administered a Intervention/Prevention Program for youth promoting economic self-sufficiency. The goal of the PHA is to continue these supportive services through the year 2004.**
- Provide or attract supportive services to increase independence for the elderly or families with disabilities. **The Retired Senior Volunteer Program and Council on Aging provide supportive services for elderly residents in community space provided by the PHA in the development sites. The South Mississippi Planning and Development District operates an Elderly Feeding Program also in community space provided by the PHA. The goal of the PHA is to continue these supportive elderly services through the year 2004.**
- Other: (list below)

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

PHAGoal: 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: **The PHA will continue to undertake affirmative equal access for all applicants which is reinforced in the PHA Purpose Statement of the Admission and Continued Occupancy Plan.**

- 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: **The PHA currently has dwelling 32 units which have been modified in accordance with handicapped accessibility requirements. Currently 25 of these units are occupied with disabled residents. The PHA will monitor the waiting list status for these handicapped units to assure demands for handicapped units are satisfied. If during the five year period a determination is made that the 32 existing units are inadequate to satisfy the need, the PHA will modify additional units utilizing Capital Fund Program funds.**
- 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 Housing Authority Agency Plan was prepared in accordance with Section 511 of the Quality Housing and Work Responsibility Act of 1998. The Housing Authority has attempted to provide all the necessary information and documentation for the five year plan. Our goals and objectives are contained in the plan along with adopted policies and procedures to comply with HUD guidelines, rules, regulations and federal laws.

The Agency Plan was made available for public review and prepared with input from local officials, board of commissioners, resident advisory council and general public. All comments were taken under consideration and addressed in this plan. Supporting documentation is attached and/or available upon request.

The Housing Authority Plan has focused on improving the quality of life for its residents, expanding the supply of assisted housing, promote self-sufficiency through education and training, ensure equal opportunity and fair housing, safe environment and physical improvements.

We will continue to use existing relationships that exist between our agency and other local organizations. This type of partnerships has enabled us to better deal with the problems confronting the residents and Housing Authority.

We do not plan to have any deviations from the five-year plan. All necessary documents are attached or will be made available upon request.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration **ATTACHMENT "A" (ms002a01)**
- FY 2003 Capital Fund Program Annual Statement **ATTACHMENT "B" (ms002b01)**
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- Capital Fund Program 5 Year Action Plan **ATTACHMENT "C" (ms002c01)**

- Public Housing Drug Elimination Program (PHDEP) Plan

- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
- CFP P&E Statements for FY 2000, 2001 and 2002 ATTACHMENT “D” (ms002d01)**
- Membership of the Resident Advisory Board or Boards ATTACHMENT “E” (ms002e01)**
- Component 3, (6) Deconcentration and Income Mixing ATTACHMENT “F” (ms002f01)**
- Certification “Initial Assessment” – Voluntary Conversion of Development from Public Housing Stock ATTACHMENT “G” (ms002g01)**
- Progress Statement on PHA Mission and Goals ATTACHMENT “H” (ms002h01)**
- Pet Policy ATTACHMENT “I” (ms002i01)**

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
		Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary) Deconcentration, Substantial Deviation, and Certification (Initial Assessment) Voluntary Conversion of Development from Public Housing Stock.	(specify as needed)
X	Community Service Police	Annual Plan: Community Service Programs
X	Pet Policy	Annual Plan: Pets

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

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	809	5	5	4	3	3	3
Income >30% but <=50% of AMI	460	4	4	3	2	2	2
Income >50% but <80% of AMI	492	2	3	3	2	2	2
Elderly	373	2	1	1	1	1	1
Families with Disabilities	Unknown	N/A	N/A	N/A	N/A	N/A	NA
Black	1021	4	5	4	3	3	3
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

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

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	141		20%
Extremely low income <=30% AMI	115	9%	
Very low income (>30% but <=50% AMI)	24	80%	
Low income (>50% but <80% AMI)	2	9%	
Families with children	97	92%	
Elderly families	4	8%	
Families with Disabilities	17	2%	
Black/Non Hispanic	139	1%	
White/Non Hispanic	2	99%	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	44	10%	20%
2 BR	63	67%	12%
3 BR	25	12%	8%
4 BR	9	8%	0%
5 BR			
5+ BR			

Housing Needs of Families on the Waiting List

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

If yes:

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

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

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)
Construct or acquire additional units using mixed financing or other resources provided there is a need.

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)
Modify additional units with Capital Fund Program funds, subject to need.

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	1,388,534	PHA Operations
b) Public Housing Capital Fund	1,126,922	PHA Capital Improve.
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		PHA Safety/Security
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP FY 2001	859,443	PHA Capital Improve.
CFP FY 2002	1,134,690	PHA Capital Improve.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	1,025,270	PHA Operations
4. Other income (list below)		
Interest on General Fund	31,580	PHA Operations
Other Income	7,890	PHA Operations
4. Non-federal sources (list below)		
Total resources	5,574,329	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) **When application is placed.**

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) **Credit reports**

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

c. Preferences

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

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

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing

- Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

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

- A. Families who qualify for the local preference of a working family as defined in Section VI, CI and is also Involuntarily displaced as defined in Section VI AP.
- B. Families who qualify as a working family as defined in Section VI, CI, but have been working less than nine months and are also involuntarily displaced as defined in Section VI AP.
- C. Families who qualify as working families working for more than nine months, but are not involuntarily displaced.
- D. Families who qualify as working families working less than nine months, but are not involuntarily displaced.
- E. Families who do not qualify for any Local Preference.
- F. Within the priorities above by date, and time of application.

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 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)
 1. First Priority - Families who qualify for the local preference of a working family as defined in Section VI, CI and is also Involuntarily displaced as defined in Section VI AP.
 2. Second Priority - Families who qualify as a working family as defined in Section VI, CI, but have been working less than nine months and are also involuntarily displaced as defined in Section VI AP.
 3. Third Priority - Families who qualify as working families working for more than nine months, but are not involuntarily displaced.
 4. Fourth Priority - Families who qualify as working families working less than nine months, but are not involuntarily displaced.
 5. Fifth Priority - Families who do not qualify for any Local Preference.
 6. Within the priorities above by date, and time of application.

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

Adoption of site based waiting lists
If selected, list targeted developments below:

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

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

Other (list policies and developments targeted below)

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

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

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

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

- Not applicable:
- List (any applicable) developments below: All Developments

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 to assure access for lower-income families
- 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 subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of

adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below: **The PHA has adopted a policy allowing a resident rent below the minimum \$50.00 rent in case of server financial hardship for 90 days to be reviewed at 90-day intervals until stable.**

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:

**Ceiling Rent will be used as a cap on the income based rent.
Eff.-240, 1 BR-284, 2BR-351, 3 BR-452, 4 BR-509 and 5 BR-585**

Flat Rents

Eff.-235, 1 BR-277, 2BR-362, 3 BR-430, 4 BR-445 and 5 BR-505

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 **Elderly**
- 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)_____
- Other (list below)

Adjustment of Rent Between Re-examinations: No adjustment of rent will be made except at the time of regular or special re-examination unless:

- 1. An error occurred in connection with an admission or re-examination. If the error resulted in the Resident paying too much rent, the effective date of rent change will be the same date as previous change. If the error resulted in the Resident not paying enough rent, the correct rent will be calculated immediately upon verification of the error. The Resident will be given a 30 day notice of rental change and the effective date of change will be the first of the month following expiration of the notice period;**
- 2. A new family member with income enters the family;**
- 3. A hardship exists due to the fact that the family is paying more of its income than is permitted by statute;**
- 4. The death or permanent disability of the lease and/or principal income recipient occurs;**
- 5. The leasee and/or principal income recipient abandons the family;**
- 6. It is discovered that the Resident has misrepresented the facts which his/her rent is based, so that the rent the Resident is paying is less than should have been paid. (Effective date of rent change will be the date it would have been had the proper facts been previously known.)**

In each case, the facts concerning the adjustment will be verified by Management. The effective date of the change due to the discovery of an error will depend on the individual circumstances. The effective date of the change as a result of the entry of a new family member with income will be the first day of the month following the entry of the new member. The effective date for all other changes will be the first day of the month following receipt of the verification unless the reduction is requested because of a marital separation, in which case no reduction will be made until the expiration of a 30-day waiting period. The reduced rent will then be made effective the first day of the month immediately preceding the expiration of the 30-day waiting period.

A rent reduction granted under the hardship provision shall remain in effect 90 days after which time it will automatically increase to the amount Resident was paying prior to the reduction. HARDSHIP EXCEPTIONS (QHWRA 1998) Income changes resulting in Welfare Program Requirements-a family's rent must not be decreased as a result of a reduction in welfare benefits based on whether (1) fraud by a member of the family; or (2) the family's failure to comply with the welfare programs' requirement for work activities or participation in an economic self-sufficiency program. However, if the Resident presents proof of a continuing hardship, the resident may continue to have rent redetermination every 30 days thereafter until the hardship ends or until regular re-examination.

In the event of any rent adjustment pursuant to this Section, Management will mail or deliver a "Notice of Rent Adjustments" to the Resident in accordance with Section XI hereof.

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
 - Survey of rents listed in local newspaper
 - Survey of similar unassisted units in the neighborhood
 - Other (list/describe below)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

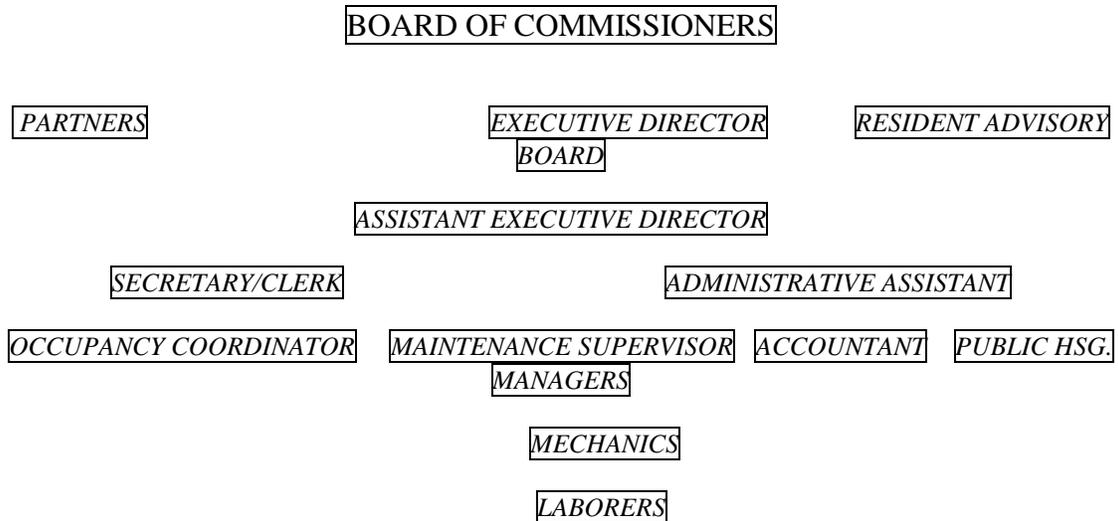
Describe the PHA’s management structure and organization.

(select one)

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

The Board of Commissioners is the legal body over the Executive Director and establishes PHA policy. The Executive Director is responsible for the entire administrative function of the PHA and supervises the Assistant Executive Director, Accountant, Maintenance Foreman, Administrative Assistant and the Occupancy Coordinator. Each of these employees is responsible for their respective departments and report to the Executive Director.

LAUREL HOUSING AUTHORITY ORGANIZATIONAL STRUCTURE



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	659	120
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		
CFP	659	120

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)

Management Policies

- | | |
|------------------------------------|------------------------|
| Admissions and Continued Occupancy | Investment |
| Deconcentration / Income Mixing | Disposition |
| Procurement | Resident Initiative |
| Personnel | Risk Control Manuel |
| Capitalization | Community Center |
| Drug Free Workplace | Grievance Procedures |
| One Strike, You’re Out | Pet Policy |
| Substance Abuse | Rent Collection |
| Minority Business Enterprise/Plan | Criminal Records Mgmt. |
| Cash Management & Procedure | Media |

Community Service

Maintenance Policy

Maintenance Plan
Schedule of Maintenance Charges

Pest Control Policy

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

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

1. Development name:

2. Development (project) number:

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

- Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Beacon Homes and West Beacon Homes

- 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:	Beacon Homes
1b. Development (project) number:	MS002002
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	(1-4-02)
5. Number of units affected:	72
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 1/1/03 b. Projected end date of activity: 3/30/03

Demolition/Disposition Activity Description	
1a. Development name:	West Beacon Homes
1b. Development (project) number:	MS002003
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	(01/04/02)
5. Number of units affected:	36
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development

<input type="checkbox"/> Total development
7. Timeline for activity: <ul style="list-style-type: none"> a. Actual or projected start date of activity: One month following HUD approval b. Projected end date of activity: One month following HUD approval

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: <ul style="list-style-type: none"> 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) <ul style="list-style-type: none"> Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <ul style="list-style-type: none"> <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)

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

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937
See Attachment “G”

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (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? 10/06/98

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) Partner to administer a work program at Housing Authority for clients to maintain welfare eligibility.

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 2002 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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

Based on current regulations, the Laurel Housing Authority discontinued its Community Service Requirement effective April 1, 2002.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)
Private Security Investigations and weekly reports

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

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)
Neighborhood Watch

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

Beacon & West Beacon Homes, Brown Circle, Triangle Homes and Windsor Court

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)

Beacon & West Beacon Homes, Brown Circle, Triangle Homes and Windsor Court

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.

N/A

- 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 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

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. It is the policy of the Housing Authority to comply with all Federal, State, and local nondiscrimination laws and with rules and regulations governing Fair Housing and Equal Opportunity in housing and employment. The Housing Authority will comply with all laws relating to Civil Rights, including: Title VI and VIII of the Civil Rights Act, Executive Order 11063, Section 504, Age Discrimination Act and American With Disabilities Act.

To further our commitment to fully comply with applicable Civil Rights laws, the Housing Authority will provide Federal/State/Local information to public housing residents regarding “discrimination” and any recourse available to them during resident orientation session, resident meetings and reexaminations.

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)
Capital Fund modernization activities, annual inventory, Investment Policy, Procurement Policy, Disposition Policy, Cash Policy
- 3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

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

STATE OF MISSISSIPPI EXEMPT

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: **(State of Mississippi)**

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
1. Modernize and upgrade existing housing inventory with Capital Funds.
 2. Improve resident self-sufficiency and enhance employability with GED courses and an early Headstart Center.
- Other: (list below)

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

D. Other Information Required by HUD

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

Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

The Housing Authority does recognize the need for public notification for items contained within the 5-Year and Annual Plans. This authority shall make proper notification for any Substantial Deviations from these plans as required under law. The exception to this definition is if the change has been made to meet regulatory compliance with The U.S. Department of Housing and Urban Development requirements. Substantial deviation or Significant amendment or Modification shall mean those of the mission statement, goals and objective, capital fund program or changes in significant expenditures. And changes in statutory requirement for administration of Public Housing requiring public comment and/or public hearing.

B. Significant Amendment or Modification to the Annual Plan

A Significant Amendment or Modification to the Annual Plan shall be construed to mean the following:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items not currently included in the Annual Statement or the 5-Year Action Plan or changes in use of replacement reserve funds under the Capitol Fund;
- Additions of new activities not included in any current PHDEP Plan;
- Any changes with regard to demolition or disposition, designation, homeownership programs or conversion activities.

These issues, if required, shall be raised with proper public notification. The Housing Authority acknowledges that an exception will be made by HUD to comply with the above changes that are adopted to reflect changes in HUD regulatory requirements: such changes will not be considered significant amendments by HUD.

**REAC
FOLLOW-UP PLAN**

The Housing Authority recently received its Resident Assessment from REAC. The assessment indicated follow-up action to increase the average score in the areas of: communication, safety and neighborhood appearance. While the Housing Authority is making every effort to meet the requirements, we have developed an action plan to improve the overall ratings as follows by April 1, 2003:

FOLLOW UP ACTION PLAN

- ❑ Establish systems to monitor and evaluate communication, safety and neighborhood appearance on a daily basis;

- ❑ Conduct quarterly meetings with resident on issues regarding the above and the receiving of suggestions and recommendations;
- ❑ Daily inspection of grounds and buildings; and
- ❑ Planning sessions for improvements.

Communication

The PHA is meeting with the RAB and Residents on a regular basis to improve communications between PHA and Residents. During these regularly scheduled meetings, residents concerns are being addressed, residents are informed of planned renovations, and residents are encouraged to become involved and provide input in policy development. Residents are notified of these meeting by flyers/letters placed in doors and will be placed on property bulletin boards.

Safety

The PHA has in place means for tracking crime and crime related activities by developments. Private Security, Residents and PHA report all criminal activity to the local police department. Currently, the PHA has installed security lighting in all developments and all lighting in common areas is checked daily by maintenance and security to ensure they are working. The Housing Authority performs background checks on all new applicants and has screening procedures in place. All new residents are given orientation sessions on rules and regulation of the Authority. Checks are being made during scheduled inspections of all locks and outside doors to assure they are not in disrepair, and repair all locks that are damaged. Provide information on preventative drug-related services to residents, such as: Preventative drug education and referral sources for drug treatment programs. Additionally, we have offered a course on basic home safety to residents.

Neighborhood Appearance

The PHA has always taken pride in the physical appearance of its developments. We will continue to improve grounds, playgrounds and buildings by daily inspections and use of capital funds. All vacated and/or abandoned units will be monitored on a daily basis to ensure safety and good appearance. The PHA has instituted a landscaping program which involves all developments to improve the overall appearance of such buildings. All PHA units are exterminated monthly and on an as needed basis. Resident's children and teenagers are provided a place to play. Playgrounds are maintained on a daily basis with security provided for certain events.

The Follow-Up Plan activities has been implemented and certified.

Maintenance Plan

The Housing Authority has an adopted Maintenance Plan that contains rules, standards and policies governing maintenance and management of its public housing developments. The plan also includes a policy for the prevention and eradication of pest infestation, including cockroach. The Maintenance Plan is posted on the bulletin board and available for public review.

Attachments

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

ATTACHMENT "A" (ms002a01) Admissions Policy for Deconcentration

ATTACHMENT "B" (ms002b01) FY 2002 Capital Fund Program Annual Statement

ATTACHMENT "C" (ms002c01) Capital Fund Program 5 Year Action Plan

ATTACHMENT "D" (ms002d01) CFP P&E Report for FY 2000, 2001 & 2001

ATTACHMENT "E" (ms002e01) Membership of the Resident Advisory Board or Boards

ATTACHMENT "F" (ms002f01) Component 3, (6) Deconcentration and Income Mixing

ATTACHMENT "G" (ms002g01) Certification "Initial Assessment" – Voluntary Conversion of Development from Public Housing Stock

ATTACHMENT "H" (ms002h01) Progress Statement on PHA Mission and Goals

ATTACHMENT "I" (ms002i01) Pet Policy

ATTACHMENT "A"

HOUSING AUTHORITY OF THE CITY OF LAUREL, MS

DECONCENTRATION POLICY

This policy establishes guidelines for avoiding concentration of very-low income families in certain sites operated by the Housing Authority of the City of Laurel, MS, hereafter called the PHA.

1. **GENERAL:** The PHA hereby institutes these guidelines and procedures for deconcentration of very-low income families. It is the goal of the PHA to have a fair mix of families with varying incomes in each of the sites operated by the PHA. This goal will be achieved by income mixing and offering incentives to higher income families.

2. **PROCEDURES:**
 - A. **Income Mixing:** To ensure that there is no concentration of only very-low income families or higher income families in any one site, the following guidelines have been established:
 1. In each fiscal year at least 40% of families admitted to public housing will have incomes that do not exceed 30% of the median income for Jones County.
 2. Skipping families on the waiting list is permissible in order to specifically reach another family with a lower or higher income. Families will only be skipped if the vacancy in question requires a lower or higher income renter to ensure a fair mix of incomes in the site.

 - B. **Incentives:** In order to make public housing a more viable choice for higher income families who may otherwise be uninterested or unable to afford to remain in public housing, the following incentives have been established:
 1. This PHA has the recognized local preference: working families and Involuntary Displacement.
 2. In order to make public housing more affordable for working persons, and to enable higher income families to remain in public housing, the PHA has adopted Maximum Rent limits. The Ceiling Rent amounts are at FRM for Jones County and will not exceed this amount of total tenant payment for the PHA's bedroom sizes.

ATTACHMENT “B”

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

PHA Name: LAUREL HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: MS26P002501-03 Replacement Housing Factor Grant No: MS26R002501-03	Federal FY of Grant: 2003
------------------------------------	---	----------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	115,000			
3	1408 Management Improvements	185,000			
4	1410 Administration	60,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	95,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	60,922			
10	1460 Dwelling Structures	500,000			
11	1465.1 Dwelling Equipment—Nonexpendable	50,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	50,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	11,000			
18	1499 Development Activities MS26R002-501-03	7,768			
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,134,690			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	85,000			
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-03 Replacement Housing Factor Grant No: MS26R002501-03			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA WIDE	Operations	1406		115,000				
	Preventative Maintenance Program:	1408		25,000				
	Seasonal & Planned Maintenance							
	Resultant From Interior & Exterior							
	Inspections Conducted by PHA							
	Maintenance Department							
	Drug Prevention Resident Activities	1408		75,000				
	Program							
	Security - PHA Wide Contract for	1408		85,000				
	Security Patrols							
	Administrative Salaries	1410		60,000				
	A/E Fees	1430		50,000				
	Monitoring, Surveys, Testing: Asbestos	1430		15,000				
	& Lead Based Paint							
	Mod Coordinator	1430		30,000				
	Site Improvements: Identify & Correct	1450		60,922				
	UPCS Deficiencies Related to Trees,							
	Sidewalks, Grounds, Erosion, &							
	Fencing. Make Repairs & Corrections							
	Of Identified Deficiencies							
	Vacancy Reduction (Force Account)	1460		250,000				
	Renovations to Interiors to Include							
	Wall & Interior Door Repairs, Flooring,							
	Painting, Kitchen & Bath Renovations,							
	3,050 per apt. -							
	Labor Average - 2,000 per apt.							
	Materials - 1,050							
	Ranges	1465.1	72	20,000				

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

PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-03 Replacement Housing Factor Grant No: MS26R002501-03			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Refrigerators	1465.1	72	30,000				
	Maintenance Vehicles/Equipment	1475		50,000				
MS 002-001	Comprehensive Renovations: Baths, Including Flooring, Walls, Accessories, FRP Panels on Walls, Tub/showers, Vanities, & Renovations to Interior Doors/Hardware, Painting, Kitchens, Floors, Lighting, Relocation – 11 Apts. At 22,700 per apt.	1460	11	250,000				
	Relocation	1495.1	11	11,000				
MS 002-008	Security Screen Doors	1499	72	7,768				
	GRAND TOTAL			1,134,690				

ATTACHMENT "C"

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name LAUREL HOUSING AUTHORITY		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant:2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
	Annual Statement				
HA WIDE		682,500	682,500	1,101,922	1,126,922
2-002 Triangle Hms		272,222	444,422		
2-003 W. Beacon		172,200			
2-008 New Develop.				25,000	
CFP Funds Listed for 5-year planning		1,126,922	1,126,922	1,126,922	1,126,922
Replacement Housing Factor Funds		7,611	7,611	7,611	7,611

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year :2 FFY Grant: 2004 PHA FY: 2004			Activities for Year: 3 FFY Grant: 2005 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	HA WIDE	OPERATIONS	100,000	HA WIDE	OPERATIONS	100,000
		PREVENTATIVE MAINTENANCE PROGRAM	200,000		PREVENTATIVE MAINTENANCE PROGRAM	200,000
		SECURITY	80,000		SECURITY	80,000
		RANGES	30,000		RANGES	30,000
		REFRIGERATORS	37,500		REFRIGERATORS	37,500
		A/E FEES	50,000		A/E FEES	50,000
		MOD COORDINATOR	25,000		MOD COORDINATOR	25,000
		SURVEYS, APPRAISALS	10,000		SURVEYS, APPRAISALS	10,000
		VACANCY REDUCTION	150,000		VACANCY REDUCTION	150,000
	MS 2-002 TRIANGLE HOMES	COMPREHENSIVE RENOVATIONS: INTERIOR/EXTERIOR RENOVATIONS TO APT. INTERIORS TO INCLUDE INSTALL HVAC SYSTEM TO REPLACE SPACE HEATERS, BATH & KITCHEN RENOV, FLOORING, INT. DOORS, PAINTING, ELECT'L, CODE UPGRADES, 25,000 PER APT.	222,222	MS 2-002 TRIANGLE HOMES	COMPREHENSIVE RENOVATIONS: INTERIOR/EXTERIOR RENOVATIONS TO APT. INTERIORS TO INCLUDE INSTALL HVAC SYSTEM TO REPLACE SPACE HEATERS, BATH & KITCHEN RENOV, FLOORING, INTERIOR DOORS, PAINTING, ELECT'L, CODE UPGRADES, 25,000 PER APT.	440,000
		SITE IMPROVEMENT	50,000		RELOCATION	4,422
	MS 2-003 WEST BEACON HMS	PARTIAL DEMOLITION/RELOCATION	172,200			
	Total CFP Estimated Cost		\$1,126,922			\$1,126,922

ATTACHMENT “D”

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

PHA Name: LAUREL HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: MS26P002501-00 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 03)
 Performance and Evaluation Report for Period Ending: 9/30/02 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	115,000	115,000	115,000	115,000
3	1408 Management Improvements	185,000	221,948.59	221,948.59	193,768.52
4	1410 Administration	90,000	45,000	45,000	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	105,000	34,843	34,843	33,843
8	1440 Site Acquisition				
9	1450 Site Improvement	64,260	4,317.50	4,317.50	1,067.50
10	1460 Dwelling Structures	490,000	573,984.48	573,984.48	306,410.01
11	1465.1 Dwelling Equipment—Nonexpendable	50,000	94,166.43	94,166.43	89,386.43
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	60,000	70,000	70,000	21,264
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities MS26R002-501-00	7,611	7,611	7,611	0
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,159,260	1,159,260	1,159,260	760,739.46
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	60,000	61,819.93	61,819.93	61,819.93
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA WIDE	OPERATIONS	1406		115,000	115,000	115,000	115,000	
	PREVENTATIVE MAINTENANCE – Perform UPCS inspections of sites, interiors & exteriors project by project, identify deficiencies, make corrections/repairs. Two man crew & supervisor – 588 total apts. At \$244 per apt., average	1408		125,000	131,948.59	131,948.59	131,948.59	
	SECURITY	1408		60,000	90,000	90,000	61,819.93	
	ADMIN SALARIES/BENEFITS	1410		90,000	45,000	45,000	0	
	MODERNIZATION COORDINATOR	1430		30,000	25,000	25,000	24,000	
	A/E FEES	1430		50,000	3,500	3,500	3,500	
	MONITORING, SURVEY, CLEARANCE TESTING	1430		25,000	6,343	6,343	6,343	
	SITE IMPROVEMENTS	1450		64,260	4,317.50	4,317.50	1,067.50	
	NON-DWELLING EQUIPMENT – VEHICLES	1475	2	60,000	70,000	70,000	21,264	
MS 002-001, 2,3, 5,5E, 6	VACANCY REDUCTION (Force Account) 4 man crew to renovate interiors & prepare approx.180 apts for occupancy(labor 108,160 per year and materials/equipment 140,840 per yr)	1460	180	250,000	300,000	300,000	297,739.60	
PHA WIDE	RANGES	1465.1		20,000	19,796.43	19,796.43	19,796.43	
PHA WIDE	REFRIGERATORS	1465.1		30,000	74,370	74,370	69,590	
MS 002-001	ROOFS	1460	78	0	0	0	0	
	PORCH REPAIRS	1460		100,000	184,086	184,086	8,160.41	
MS 002-002	PORCH REPAIRS	1460	125	140,000	89,388.48	89,388.48	0	
MS 002-003	ROOFS	1460		0	510	510	510	

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

PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
MS 002-005 ARCO LANE	CONVERSION OF "0" BR UNITS TO ONE BEDROOM UNITS	1460		0	0	0	0	

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

PHA Name: LAUREL HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: MS26P002-501-01 Replacement Housing Factor Grant No: MS26R002-501-01	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 9/30/02 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	115,000	115,000	115,000	115,000
3	1408 Management Improvements	185,000	185,000	185,000	103,517.61
4	1410 Administration	90,000	45,000	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	105,000	104,500	29,500	5,000
8	1440 Site Acquisition				
9	1450 Site Improvement	64,260	64,260	1,875.15	1,875.15
10	1460 Dwelling Structures	323,790	323,790	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	50,000	50,000	0	0
12	1470 Nondwelling Structures	250,000	295,500	0	0
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities MS26R002-501-01	7,768	7,768	7,768	0
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,190,818	1,190,818	331,375.15	225,392.76
22	Amount of line 21 Related to LBP Activities	100,000	100,000	0	0
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	60,000	60,000	60,000	28,813.08
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002-501-01 Replacement Housing Factor Grant No: MS26R002-501-01				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA WIDE	OPERATIONS	1406		115,000	115,000	115,000	115,000	
HA WIDE	PREVENTATIVE MAINTENANCE PROGRAM - SEASONAL & PLANNED MAINTENANCE RESULTANT FROM INTERIOR & EXTERIOR INSPECTIONS CONDUCTED BY PHA MAINT. DEPARTMENT	1408		125,000	125,000	125,000	74,704.53	
HA WIDE	SECURITY - PHA WIDE CONTRACT, SECURITY PATROLS	1408		60,000	60,000	60,000	28,813.08	
HA WIDE	ADMIN SALARIES/BENEFITS	1410		90,000	45,000	0	0	
HA WIDE	MODERNIZATION COORDINATOR	1430		30,000	29,500	29,500	5,000	
HA WIDE	A/E FEES	1430		50,000	50,000	0	0	
HA WIDE	MONITORING, SURVEYS, CLEARANCE, TESTING - ASBESTOS & LEAD-BASED PAINT ABATEMENT ACTIVITES	1430		25,000	25,000	0	0	
HA WIDE	SITE IMPROVEMENTS: TREE TRIMMING & TREE ROOT DAMAGE REPAIR, SIDEWALK REPAIRS 4.00 SQ. FT., FENCING 40.00 PER L.F., SOD & LANDSCAPING TO CORRECT EROSION OF YARDS	1450		64,260	64,260	1,875.15	1,875.15	
MS 002-001,2,3,5, 5E, 6	VACANCIES REDUCTION (FORCE ACCOUNT) 4 MAN CREW TO RENOVATE & PREPARE APPROX 82 APTS FOR OCCUPANCY (LABOR PER YR 108,160) MATERIAL/EQUIP 140,840	1460	82	100,000	100,000	0	0	

Annual Statement/Performance and Evaluation Report

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

PHA Name: LAUREL HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: MS26P002501-02 Replacement Housing Factor Grant No: MS26R002501-02	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 9/30/02
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	115,000	115,000	0	0
3	1408 Management Improvements	185,000	160,000	0	0
4	1410 Administration	119,000	75,000	0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	76,000	26,000	0	0
8	1440 Site Acquisition	0	25,000	0	0
9	1450 Site Improvement	8,132	8,132	0	0
10	1460 Dwelling Structures	550,790	539,790	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	50,000	50,000	0	0
12	1470 Nondwelling Structures	0	15,000	0	0
13	1475 Nondwelling Equipment	0	90,000	0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	23,000	23,000	0	0
18	1499 Development Activities MS26R002-501-02	7,768	7,768	0	0
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,134,690	1,134,690	0	0
22	Amount of line 21 Related to LBP Activities	300,000	300,000	0	0
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	60,000	60,000	0	0
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-02 Replacement Housing Factor Grant No: MS26R002501-02				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA WIDE	Operations	1406		115,000	115,000	0	0	
	Preventative Maintenance Program:	1408		125,000	100,000	0	0	
	Seasonal & Planned Maintenance							
	Resultant From Interior & Exterior							
	Inspections Conducted by PHA							
	Maintenance Department							
	Security - PHA Wide Contract for	1408		60,000	60,000	0	0	
	Security Patrols							
	Administrative Salaries	1410		119,000	75,000	0	0	
	A/E Fees	1430		51,000	21,000	0	0	
	Monitoring, Surveys, Testing: Asbestos	1430		25,000	5,000	0	0	
	& Lead Based Paint							
	Property Purchase	1440		0	25,000	0	0	
	Site Improvements: Tree Trimming &	1450		8,132	8,132	0	0	
	Root Damage Repairs, Sid							
	Vacancy Reduction (Force Account)	1460	82	250,000	150,000	0	0	
	Man Crew to Renovate & Prepare							
	Approximately 82 Units for Occupancy							
	Labor 109,160;							
	Materials/Equipment 140,840							
	Ranges	1465.1	72	20,000	20,000	0	0	
	Refrigerators	1465.1	72	30,000	30,000	0	0	
	Office Carpet	1470		0	15,000	0	0	
	Computer	1475		0	90,000	0	0	
MS 002-001	Lead Based Paint Abatement, \$1500 ea.	1460	78	117,000	117,000	0	0	
Beacon Homes	Air Conditioning, \$2,500 per unit	1460	72	183,790	183,790	0	0	
	Roofs FUNGIBILITY	1460		0	89,000	0	0	

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

PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-02 Replacement Housing Factor Grant No: MS26R002501-02			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Relocation	1495.1	72	23,000	23,000	0	0	
	GRAND TOTAL			1,126,922	1,126,922	0	0	

ATTACHMENT "E"

LIST OF RESIDENT ADVISORY BOARD MEMBERS

1. Monica Shaw - 12 Windsor Court, Laurel, MS 39440
2. Gayle keys - 412 Arco Lane, Laurel, MS 39440
3. Tameka McGillberry – 80 Brown Circle, Laurel, MS 39440
4. Mildred Lyles - 403 Jefferson Street, Laurel, MS 39440
5. Judge Love - 35 Brown Circle, Laurel, MS 39440
6. Clementine Buchanan – 1340 Roberts, Laurel, MS 39440

ATTACHMENT F

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

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

ATTACHMENT G
“INITIAL ASSESSMENT”
VOLUNTARY CONVERSION OF DEVELOPMENT FROM PUBLIC
HOUSING STOCK

Component 10 (B) Voluntary Conversion Initial Assessments

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? **6**
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects) **1**
- c. How many Assessments were conducted for the PHA’s covered developments? **1**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
NONE	

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. **Completed**

This is to certify that The Housing Authority of the City of Laurel, Mississippi has reviewed each development operating as public housing; considered the implications of converting the public housing to tenant-based assistance ; and concluded that conversion may be inappropriate because removal of the developments would not meet the necessary conditions for voluntary conversion.

That the initial assessment indicated that 1) cost would be a factor; 2) the ability to occupy the developments; 3) cost and/ or workability of vouchers in the community and 4) other relevant factors that voluntary conversion may be inappropriate.

THEREFORE, the Housing Authority has determined that our developments are not appropriate for conversion based on the following reasons:

1. Conversion **would be** more expensive than continuing to operate the developments (or a portion of it) as public housing;
2. Conversion **would not** principally benefit residents of the public housing development to be converted and the community; and
3. Conversion **would** adversely affect the availability of affordable housing in the community.

ATTACHMENT H

PROGRESS STATEMENT ON MISSIONS AND GOALS

The Housing Authority has met or exceeded all goals and missions stated in the Five-Year Plan, therefore, no modifications were made.

Progress achieved on quantifiable goals are as follows: The PHA had a goal to increase the average income of residents by 2% a year. Over the past year the actual increase was 8%. The PHA had a goal of increasing working families by 2 a year. Over the last year the increase was actually 5 new workers. The PHA had a goal to increase accessible units over and above 504 requirements if there is a need. Currently the 32 handicapped units are occupied by 23 disabled residents, therefore, the need is being satisfied.

The PHA reduced vacancies with improved maintenance techniques, improved management and occupancy controls along with capital fund improvements.

The PHA continues to improved public housing management and improve advisory score to a high performer level.

The PHA goal to renovate or modernize public housing units with Capital Fund Program funds is being achieved and is on schedule.

The PHA continues its PHDEP efforts to improve security by providing drug prevention programs and private security.

The PHA continues to partnership with community agencies to provide residents drug prevention, educational and recreational programs.

The PHA continues its goal to ensure equal access to assisted housing.

The PHA continues to counseled with residents on homeownership and pledged our support if they choose to pursue homeownership.

The Housing Authority has adopted new policies and procedures to comply with current regulations.

THE HOUSING AUTHORITY OF THE CITY OF LAUREL, MISSISSIPPI
ATTACHMENT I
PET POLICY

The Pet Policy set forth herein is reasonably related to the following legitimate interests of the Laurel Housing Authority (PHA), including, but not limited to:

- (a) The PHA's interest in providing a decent, safe and sanitary living environment for existing and prospective Residents;
- (b) Protection and preserving the physical condition of the property of the PHA and the housing located thereon; and
- (c) The PHA's financial interests in the property administered by this Housing Authority. Residents occupying units administered by the Laurel Housing Authority shall be allowed to house pets on either a temporary or permanent basis, provided by this provision. The Applicant and any Resident must also provide certification from a licensed medical reference. Only after such certification has been received by this Housing Authority, **in writing**, will a Resident be permitted to keep and maintain a pet. The rules set forth herein specify the procedure for obtaining the necessary approval to keep and maintain a pet on this Housing Authority premises and set forth the rules which govern the keeping of such pets. Residents requesting permission to have a pet will be permitted a limit of one (1) pet per household (Dwelling Unit).

(1) SELECTION CRITERIA:

- (a) Management Approval. Prior to a pet being accepted for keeping in a Dwelling Unit the proposed owner must prepare and submit an "*Application to Keep a Pet*". The Resident and this Housing Authority must enter into a "*Pet Agreement*".

In addition to executing the "*Pet Agreement*", the Resident must submit to this Housing Authority documented proof of the proposed pet's health, suitability and acceptability in accordance with provisions outlined in "Standards" below. Pets must be registered with this Housing Authority before the pet is brought onto the premises and annually thereafter.

Registration includes:

1. Certificate signed by a licensed veterinarian or designated State or local authority or agent, stating that the pet has received all inoculations required by State or local law;
2. Statement signed by a licensed veterinarian that the animal is in good health, has no communicable diseases or pests, and, in the case of dogs and cats, is spayed or neutered. Cats must also be declawed;
3. Name, address, and phone number of one or more responsible parties to care for the pet if the owner dies, is incapacitated or unable to care for the pet;
4. Execution of a "*Pet Agreement*" stating that the Resident accepts complete responsibility for the care and cleaning of the pet and acknowledges the applicable rules;
5. Pet must be licensed in accordance with applicable State and local laws and regulations.

Registration will be coordinated with the annual reexamination date. Approval for the keeping of pet shall not be extended until the requirements specified above have been met, and in no event will approval of other than the common household pets be extended.