

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

Small PHA Plan Update
Annual Plan for Fiscal Year: 2003

**THE HOUSING AUTHORITY OF THE CITY OF WEST POINT
WEST POINT, MISSISSIPPI**

**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: West Point Housing Authority

PHA Number: MS26P059

PHA Fiscal Year Beginning: 07/2003

PHA Plan Contact Information:

Name: Mr. Bob Farrar

Phone: 662-494-3663

TDD: 662-494-3663

Email (if available): wphaoff@wpms.net

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

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
- Main administrative office of the local, county or 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)

PHA Programs Administered:

- Public Housing and Section 8 Section 8 Only Public Housing Only

Annual PHA Plan

Fiscal Year 20

[24 CFR Part 903.7]

i. Table of Contents

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

Contents	<u>Page #</u>
Annual Plan	
i. Executive Summary (optional)	2
ii. Annual Plan Information	1
iii. Table of Contents	1
1. Description of Policy and Program Changes for the Upcoming Fiscal Year	2
2. Capital Improvement Needs	2
3. Demolition and Disposition	3
4. Homeownership: Voucher Homeownership Program	3
5. Crime and Safety: PHDEP Plan	4
6. Other Information:	4
A. Resident Advisory Board Consultation Process	
B. Statement of Consistency with Consolidated Plan	
C. Criteria for Substantial Deviations and Significant Amendments	
Attachments	
<input checked="" type="checkbox"/> Attachment <u>A</u> : Supporting Documents Available for Review	
<input checked="" type="checkbox"/> Attachment <u>B</u> : Capital Fund Program Annual Statement	
<input checked="" type="checkbox"/> Attachment <u>C</u> : Capital Fund Program 5 Year Action Plan	
<input type="checkbox"/> Attachment <u> </u> : Capital Fund Program Replacement Housing Factor Annual Statement	
<input type="checkbox"/> Attachment <u> </u> : Public Housing Drug Elimination Program (PHDEP) Plan	
<input checked="" type="checkbox"/> Attachment <u>D</u> : Resident Membership on PHA Board or Governing Body	
<input checked="" type="checkbox"/> Attachment <u>E</u> : Membership of Resident Advisory Board or Boards	
<input checked="" type="checkbox"/> Attachment <u>F</u> : Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)	
<input checked="" type="checkbox"/> Other (List below, providing each attachment name)	
<input checked="" type="checkbox"/> Attachment <u>G</u> : Performance and Evaluation Report (FY2001)	
<input checked="" type="checkbox"/> Attachment <u>H</u> : Performance and Evaluation Report (FY2002)	
<input checked="" type="checkbox"/> Attachment <u>I</u> : Component 3, (6) Deconcentration and Income Mixing	
<input checked="" type="checkbox"/> Attachment <u>J</u> : Component 10 (8) "Initial Assessment" – Voluntary Conversion or Public Housing Stock.	
<input checked="" type="checkbox"/> Attachment <u>K</u> : Progress Statement on PHA Mission and Goals	

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Housing Authority Plan has focused on improving the quality of life for its residents, expanding the supply of assisted housing, promoting self-sufficiency through education and training, ensuring equal opportunity and fair housing, safe environment and physical improvements. We have addressed our capital fund needs, pet and initial assessment for voluntary conversion of development from public housing stock.

The Agency Plan was made available for public review and prepared with input from the 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.

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

The Housing Authority of the City of West Point suspended its enforcement of the 8-hour community service requirement after a 30 day notice on May 10, 2002. We will not enforce this provision of our Admissions and Continued Occupancy Policy so long as Congress provides for the option to not enforce it. In taking this action we still want to encourage our public housing residents to both participate in their community and enhance their self-sufficiency skills in a truly voluntary manner.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHA's are not required to complete this component.

A. Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 412,538

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as Attachment "C"

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment "B"

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability: Section 8 only PHA's 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 next component ; if "yes", complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

- A. 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 next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan (Not Applicable)

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHA’s may skip to the next component PHA’s eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____

C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

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 Attached at Attachment “F”

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

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

A list of these changes is included

Yes No: below or

Yes No: at the end of the RAB Comments in Attachment “F”.

Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment ____.

Other: (list below)

B. 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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- 1. Modernize existing Housing inventory with the use of Capital Funds.**
 - 2. Sponsor programs to enhance resident self-sufficiency.**
- Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

Update existing renter Housing inventory and improve resident employability.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHA's 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 Capital Fund;
- 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.

C. REAC Resident Assessment Follow-up Plan

The Housing Authority has implemented the following strategies and procedures to address the survey results:

Communication

- The PHA will provide advance communication to residents through flyers, letters and newsletters delivered by Resident Advisory Council members of upcoming major repair and maintenance work.
- A new section will be added to the resident newsletter highlighting different portions of the lease agreement. Every two years at re-examination, the lease will be reviewed with the resident.
- The PHA does and will continue to encourage all residents to express their questions and concerns in order for the staff to handle them in the appropriate manner.
- The staff of the Housing Authority is required to be polite, helpful and informative to the residents during the performance of their job duties. Residents are encouraged to report to the Executive Director any failure by the staff to be courteous and professional.

Neighborhood Appearance

- Inspections of existing common areas are conducted by the PHA and assisted by Resident Council Members (RAC) who reside in each development. The residents are encouraged to keep this area clean and free of debris and trash.
- The maintenance department routinely checks the complexes for any structural problems with the buildings. Residents are requested to report any problem so the maintenance department can address the situation.
- The Resident Advisory Council advised the PHA that the residents interpreted the question about the upkeep of the parking areas to mean the actual availability of parking spaces. Because of the layout of the developments, there is no room for additional parking. The PHA will monitor the parking spaces for upkeep.
- Currently the PHA has one site with recreational equipment. The Authority upgrades this area as needed. The residents requested all other playground areas be removed because of use and abuse.
- The PHA Community Relations/Security Officer will check for abandoned cars. Residents will be asked to remove such vehicles within a certain period of time to avoid the expense of having them towed. No abandoned vehicles will be allowed to remain on PHA property.
- When excessive noise is reported to the PHA, the Community Relations/Security Officer issues warnings to residents and people riding through the sites. If the problem continues with a resident, a conference will be held to discuss this matter with possible lease termination.
- A professional certified pest control service has been contracted with to provide all types of pest control. Residents are asked to assist by reporting the presence of any pests after treatment.
- Bulletins and newsletters encourage the residents to maintain the grounds surrounding their apartment. The PHA, with assistance from the RAC, has clean-up days throughout the year. If problems exist, letters are issued to residents and if it continues, maintenance sends personnel to dispose of trash and litter.

PHA Public Housing Drug Elimination Program Plan

NOT APPLICABLE

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Section 1: General Information/History

- A. Amount of PHDEP Grant \$** _____
- B. Eligibility type (Indicate with an “x”)** N1 _____ N2 _____ R _____
- C. FFY in which funding is requested** _____
- D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

12 Months _____ **18 Months** _____ **24 Months** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The Fund Balances should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Date should include any HUD-approved extensions or waivers. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Grant Start Date	Grant Term End Date
FY 1995						
FY 1996						
FY 1997						
FY1998						
FY 1999						

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FFY _____ PHDEP Budget Summary	
Original statement	
Revised statement dated:	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	
9115 - Special Initiative	
9116 - Gun Buyback TA Match	
9120 - Security Personnel	
9130 - Employment of Investigators	

9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHA's are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

9115 - Special Initiative					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

9116 - Gun Buyback TA Match					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 – Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 – Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							

3.							
----	--	--	--	--	--	--	--

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

ATTACHMENTS

ATTACHMENT A (ms059a01) – Supporting Documents Available for Review

ATTACHMENT B (ms059b01) – FY 2003 Capital Fund Program Annual Statement

ATTACHMENT C (ms059c01) – Capital Fund Program 5 Year Action Plan

ATTACHMENT D (ms059d01) – Resident Membership on PHA Board or Governing Body

ATTACHMENT E (ms059e01) – Membership of the Resident Advisory Board or Boards

ATTACHMENT F (ms059f01) – Comments of Resident Advisory Board and Explanation of PHA Response

ATTACHMENT G (ms059g01) – Performance and Evaluation Report (FY2001)

ATTACHMENT H (ms059h01) – Performance and Evaluation Report (FY2002)

ATTACHMENT I (ms059i01) – Component 3, (6) Deconcentration and Income Mixing

ATTACHMENT J (ms059j01) – “Initial Assessment” – Voluntary Conversion of Development from Public Housing Stock

ATTACHMENT K (ms059k01) – Progress Statement on PHA Mission and Goals

Attachment A

Supporting Documents Available for Review

PHA's are to 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	Related 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 (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: 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
	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located 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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method 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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	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	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	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 any active grant year	Annual Plan: Capital Needs
X	Most recent CFP Budget/Progress Report (HUD 52825) for any active CFP grants	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
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHA's participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHA's participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
X	The results of 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 PHA's: MOA/Recovery Plan	Troubled PHA's
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Deconcentration/Income Mixing, Income Analysis of Public Housing Covered Development, Substantial Deviation, Initial Assessment Voluntary Conversion of Development from Public Housing Stock and Policy for Housing of a Police Officer	

ATTACHMENT C

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name					<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
HA-WIDE	Annual Statement	412,528	412,528	412,528	412,528
Total CFP Funds (Est.)		412,528	412,528	412,528	412,528
Total Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year: <u> 2 </u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u> 3 </u> FFY Grant: 2005 PHA FY: 2005		
See	Dev. No./Gen. Description	Major Work Categories	Total Est. Cost	Dev. No./Gen. Description	Major Work Categories	Total Est. Cost
Annual	HA-WIDE	Operations	36,000	HA-WIDE	Operations	82,000
	HA-WIDE	Viability Study	20,000			
	HA-WIDE	Site As-Builts	10,000			
	HA-WIDE	Utility Allowance Study	6,000			
	HA-WIDE	Energy Audit	10,000			
	HA-WIDE	Administrative	2,500	HA-WIDE	Administrative	2,500
Statement	HA-WIDE	Agency Plan	3,500	HA-WIDE	Agency Plan	3,500
	HA-WIDE	A/E Fees	30,000	HA-WIDE	A/E Fees	30,000
	HA-WIDE	Mod. Coordinator	20,000	HA-WIDE	Mod. Coordinator	20,000
	HA-WIDE	Ranges	11,250	HA-WIDE	Ranges	11,250
	HA-WIDE	Refrigerators	15,750	HA-WIDE	Refrigerators	15,750
	HA-WIDE	Electrical Renovations	60,000	HA-WIDE	Non-Dwelling Bdg. Impr.	150,000
	HA-WIDE	Roofing	50,000	HA-WIDE	Exterior Renovations	55,000
	HA-WIDE	Exterior Doors & Frames	25,000	HA-WIDE	Exterior Doors & Frames	25,000
	HA-WIDE	Dryer Connections	56,000	HA-WIDE	Office Furniture & Equipment	17,528
	HA-WIDE	Interior Renovations	50,000			
	HA-WIDE	Relocation	6,528			

Required Attachment D: Resident Member on the PHA Governing Board

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

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

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

Elected

Appointed

C. The term of appointment is (include the date term expires):

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

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis

the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain): **U. S. Congress exempts Public Housing Residents from serving on a Housing Authority Board in Mississippi**

B. Date of next term expiration of a governing board member:

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

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

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

<u>NAME</u>	<u>ADDRESS</u>
Lillie Young, Chairperson	9 Marston Court, West Point, MS 39773
Ava Powell, Assistant Chairperson	2 Marston Court, West Point, MS 39773
Lisa Eacholes, Secretary	7 Ivy Lane (Ivy Lane Ext.), West Point, MS 39773
Jennifer Bell	20 Orr Court, West Point, MS 39773
Paytha Cannon	8 Darley Court, West Point, MS 39773
Mary Dupree	D-1 Jim James Court Apartments, West Point, MS 39773
Candice Williams	C-16 Jim James Court Apartments, West Point, MS 39773
Margaret Brown	8 Norris Court (Bugg Street), West Point, MS 39773
Angela Bingham	33 Norris Court (Forest Street), West Point, MS 39773

ATTACHMENT F

COMMENTS OF RESIDENT ADVISORY BOARD AND PHA RESPONSE

Comments by Development:

1. 59-1, Jim James Court

Comments: Install security lighting, security fencing, additional parking, playground equipment, gutters and downspouts, renovate bathrooms, dryer connections, install air conditioning.

PHA Response: Bathroom renovations are in the first year of the Five Year Plan. The other four years have dryer connections, exterior renovations and HVAC. The layout of the developments prevents the addition of any more parking. The PHA will monitor the parking situation as described in the Resident Assessment Follow Up Plan. The security lighting and fencing will be handled as needed by the Authority, so these items are not in the plan. There is one recreation area currently. Other recreation equipment was removed at the residents request, so no more is planned.

2. 59-2, Marston Court

Comments: Replace or install gutters and downspouts, dryer connections, renovate bathrooms, replace floor tile, install air conditioning and renovate the Bugg St. Community Center.

PHA Response: The improvements for this development were not as high as others, but some of the items requested have been incorporated into the Five Year Plan. The dryer connections are in the plan, but the physical limitations of the units may prevent the installation. HVAC is in the fifth year of the plan and the renovation of the Bugg St. Community Center is in the third year.

3. 59-3, Ivy Lane/ Orr Court

Comments: Install additional sidewalks, security fencing, playground equipment, washing machine connections, dryer connections, renovate bathrooms, security fencing and HVAC.

PHA Response: Interior and exterior renovations are in the Five Year Plan. The security fencing, lighting and parking requests have the same response as item one. HVAC is in the fifth year and dryer connections in the second year. There are currently washing machine connections.

4. 59-4, Darley Court/ Ivy Ext.

Comments: Parking, playground equipment, improve landscaping, replace roofs, install or replace gutters and downspouts, install kitchen range hood, replace electrical outlets and paint.

PHA Response: Site improvements are recognized as a priority and are in the first year of the plan. The other years of the plan have interior and exterior renovations. Also, the need to upgrade the electrical wiring/ receptacles/ outlets has been addressed in year two. The roof leak will be handled as a maintenance request and the painting will be addressed by the PHA independent of the Capital Fund Program. Parking and playground equipment is the same as above.

5. 59-5, Norris Court

Comments: Install playground equipment, screen doors, dryer connections, HVAC, additional sidewalks, security fencing, additional parking, renovate kitchen renovations, replace closet doors and renovate the Bugg St. Community Center.

PHA Response: The response for parking, playground equipment and the Bugg St. Center is the same as previously mentioned. Fencing is slated for the first year of the plan. Interior and exterior renovations are in the five years as well as site improvements.

ATTACHMENT H

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: The Housing Authority of the City of West Point, Mississippi		Grant Type and Number Capital Fund Program: MS26P059-501-02 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)			
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/02		<input type="checkbox"/> 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	30,333	30,333	30,333	30,333
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	62,000	55,000		
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000	-0-		
10	1460 Dwelling Structures	265,400	70,665		
11	1465.1 Dwelling Equipment—Nonexpendable	24,795	16,530		
12	1470 Nondwelling Structures		240,000		
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	412,528	412,528	30,333	30,333
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHA Name: The Housing Authority of the City of West Point, Mississippi		Grant Type and Number Capital Fund Program #: MS26P059-501-02 Capital Fund Program Replacement Housing Factor #:				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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	OPERATIONS	1406						
HA WIDE	Preventive Maintenance, Admin			30,333	30,333	30,333	30,333	Complete
	TOTAL			30,333	30,333	30,333	30,333	
	FEES AND COST	1430						
HA WIDE	A/E Services			30,000	30,000			
HA WIDE	Modernization Coordinator			20,000	20,000			
HA WIDE	Surveys, Test, Inspection-Survey & Identify Underground Utilities			12,000	5,000			
	TOTAL			62,000	55,000			
	SITE IMPROVEMENTS	1450						

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

PHA Name: The Housing Authority of the City of West Point, Mississippi		Grant Type and Number Capital Fund Program #: MS26P059-501-02 Capital Fund Program Replacement Housing Factor #:				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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
MS26P059003	Fencing 750' wrought iron							
IVY/ORR	Fencing @ 40.00/LF			30,000	-0-			
	TOTAL			30,000	-0-			
	DWELLING STRUCTURES	1460						
MS26P059001	New bathroom face bowls/faucets & vanities/52 units @ \$450 each		52 Units	23,400	-0-			
MS26P059001	Kitchen Renovations		26 Units	78,000	-0-			
MS26P059003	Replace space heaters with central HVAC 0 &1 BR Units \$5,019 & 2,3 BRS \$4,095		15 Units	164,000	70,665			
	TOTAL			265,400	70,665			

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

PHA Name: The Housing Authority of the City of West Point, Mississippi		Grant Type and Number Capital Fund Program #: MS26P059-501-02 Capital Fund Program Replacement Housing Factor #:				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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	DWELLING EQUIP/NON EXPENDABLE	1465.1						
	Range							
HA WIDE	\$221.00 each		30	9,945	6,630			
	Refrigerator							
HA WIDE	\$330.00 each		30	14,850	9,900			
	TOTAL			24,795	16,530			
	NON DWELLING STRUCTURES	1470						
	Office Building							
HA WIDE	\$80.00 Sq. Ft.		3,000 Sq. Ft.	-0-	240,000			
					240,000			
	GRAND TOTAL			412,528	412,528	30,333	30,333	

Attachment I

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: NA

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 J

COMPONENT 10 (B) VOLUNTARY CONVERSION INITIAL ASSESSMENTS:

- a. How many of the PHA's developments are subjects to the Required Initial Assessments? 5 developments
- 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)? 0 developments
- c. How many Assessments were conducted for the PHA's covered developments? 1 developments
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: NONE
- e. If the PHA has not completed the Required Initial Assessment describe the status of these assessments. Assessment Completed.

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

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

Original certification has been submitted to the Field Office.

ATTACHMENT K

PROGRESS STATEMENT MISSIONS AND GOALS

The PHA had a goal to increase accessible units over and above 504 requirements if there is a need.

The PHA continues to improve its public housing management and improve advisory score to a higher 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 efforts to improve security by providing drug prevention programs and security. Current data reflect that only 6% of all disturbances call by police occurred in the housing authority property.

The PHA continues to partnership with community agencies to provide residents drug prevention, educational and recreational programs. The Housing implemented a Scouting Program, Summer Day Camp and Senior Club.

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

The PHA continues to inspect all housing units annually. We have prioritized our needs for CFP fundings.

The PHA continues to counsel with residents on homeownership and pledged our support if they choose to pursue homeownership. It is not feasible at this time to convert any of our rental units to homeownership or Section 8 tenant based assistance.

The PHA continues to ensure Equal Opportunity in housing for all applicants regardless of their needs.

The PHA continues to improve the physical condition of units and grounds. This is a constant process. We have corrected deficiencies as noted on REAC Physical Inspection Survey. The PHA continues to reduce vacancies with improved maintenance techniques, improved management and occupancy controls along with capital fund improvements.

The PHA is working closely with the city and county law enforcement agencies and obtains arrest information on any tenant for necessary appropriate action.

The Housing Authority has adopted new policies and procedures to comply with current regulations regarding community services, pet, conversion, Deconcentration, substantial deviation and income mixing.