

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

PHAPlans

5YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear2004

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBE COMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

PHA Plan Agency Identification

PHAName: VicksburgHousingAuthority

PHANumber: MS26P086

PHAFiscalYearBeginning: 10/2003

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
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

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)

“SAFE, DECENT, AND SANITARY HOUSING FOR ALL RESIDENTS”

The Housing Authority of the City of Vicksburg, MS is dedicated to providing a safe, decent and sanitary home for all residents and to assisting them in becoming gainfully employed to their fullest potential, physically, emotionally, and morally in order that they may become productive, successful, members of society. To consummate this mission we will:

- I. Provide an atmosphere designed to increase a safe, decent, and hygienic environment for all residents.**
 - We have offer residents opportunities for participation in a variety of experiences designed to assist them in developing to their fullest potential.
 - We have provided a social service person with training in current trends in a instruction delivery system designed to increase self -esteem.
- II. Provide a home climate conducive to living and rearing children.**
 - We have provided residents with a wholesome atmosphere by providing suitable homes, playgrounds, and exterior surroundings that are aesthetically pleasing.
 - We have provided a safe environment using a variety of lease alternatives.
- III. Provide residents with opportunities in determining improvement priorities.**
 - We have provided residents with an opportunity for input into development of improvement programs.
 - We have provided residents with a cordial atmosphere for expressing their needs and concerns.
 - We have provided residents with expanded affordable housing opportunities.
 - We have provided the public with alternatives that will redeem their trust.

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 EN COURAGED 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 space 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: Reduce vacancies by 10%
 - Leverage private or other public funds to create additional housing opportunities: The Housing Authority will attempt to utilize other resources to increase the supply of future housing. An effort will be made to acquire existing housing stock for rehabilitation.
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 87.0 and (MASS score) 29.2
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction: Our goal is to have resident and community proud of the public housing stock and resident satisfaction. Our goal is to establish a consistent line of communication.
 - Concentrate effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units: The Housing Authority will continue to utilize the Capital Fund Program funds as an ongoing method to improve public housing. Our goal is to have all units completely renovated by 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 effort to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs: A continued effort will be made to develop and implement an homeownership program for residents and the community.
- 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: The Housing Authority has adopted Flat Rents and a Deconcentration Policy that would enhance the income level of residency. Our goal is strive to increase the income of residents by 2 to 3 percent per year to a total of 10 to 12 percent by the 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: The Housing Authority will continue to provide proper security for its residents through PHDEP funding. Our goal is to actively use preventive measures as a deterrent to eradicate criminal and drug activities by the year 2004.
 - 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: Our goal is to offer self -sufficiency programs and increase residents income by 2 to 3 percent per year.
 - Provide or attract support services to improve assistance recipients' employability: The Housing Authority will continue to provide services

and referral to assist residents in developing job skills to increase their employability. GED classes are recurrent being offered and the local Community Action Agency offer employment training and summer jobs to school age youths. Our goal is to increase employment services by the year 2004.

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below) The Housing Authority plans to apply for funding under HUDROSS programs.

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability: Fair housing and equal opportunity access for all applicants will be reinforced and included in the Admission and Continued Occupancy Plan/Policy.
 - 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: While our application pool does not indicate a demand for these units, if during the five year period the demand increases, we will modify additional units utilizing Capital Funds.
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

AnnualPHAPlan
PHAFiscalYear2004
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

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

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypoliciesthePHAhasincludedintheAnnualPlan.

TheHousingAuthorityAgencyPlanwaspreparedinaccordancewithSection511ofthe QualityHousingandWorkResponsibilityActof1998.TheHousingAuthorityhas attemptedtoprovideallthenecessaryinformationanddocumentationforthefiveyear plan.Ourgoalsandobjectives arecontainedintheplanalongwithadoptedpoliciesand procedrestocomplywithHUDguidelines,rules,regulationsandfederallaws.

TheAgencyPlanwasmadeavailableforpublicreviewandpreparedwithinputfrom localofficials,boardofcommissioners,residentadvisorycouncilandgeneralpublic.All commentsweretakenunderconsiderationandaddressedinthisplan.Supporting documentationisattachedand/oravailableuponrequest.

TheHousingAuthorityPlanhasfocusedonimprovingthequality oflifeforitsresidents, expandingthesupplyofassistedhousing,promoteself -sufficiencythrougheducationand training,ensureequalopportunityandfairhousing,safeenvironmentandphysical improvements.

Wewillcontinuetouseexistingrelationships that existbetweenouragencyand other localorganizations.Thesetypeofpartnershipshaveenableustobetterdealwiththe problemsconfrontingtheresidentsandHousingAuthority.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

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

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

Required Attachments:

- Admissions Policy for Deconcentration **Attachment "A"**
- FY2003 Capital Fund Program Annual Statement **Attachment "B"**
- 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 **Attachment "I"**
- Capital Fund Program 5 Year Action Plan **Attachment "C"**
- 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)
 - CFPP & E Statements for FY 2001 and 2002 **Attachment "D"**
 - List of Resident Advisory Board Members **Attachment "E"**
 - Component 3, (6) Deconcentration and Income Mixing **Attachment "F"**
 - Component 10(B) Voluntary Conversion Initial Assessments **Attachment "G"**
 - PHA Progress Statement on Mission & Goals **Attachment "H"**
 - Pet Policy **Attachment "J"**

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 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 amended in the 2/18/99 Quality Housing and Work Responsibility Act Initial Guidance; Notice and any further HUD guidance) and	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing 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
	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	Annual Plan: Conversion of Public Housing
	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	Annual Plan: Community

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	agency	Service & Self - Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	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
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi - annual performance report for any open grant and most recent l y 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/Income Mixing, Income Analysis of Public Housing Covered Development, Substantial Deviation and Initial Assessment Voluntary Conversion of Development from Public Housing Stock.	(specify as needed)
X	Pet Policy	Annual Plan: Pets

X	Community Service Policy	Annual Plan: Community Service & Self - Sufficiency

1. Statement of Housing Needs

[24 CFR Part 903.79(a)]

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

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

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	976	5	5	4	2	3	1
Income > 30% but <= 50% of AM I	528	4	5	3	2	2	2
Income > 50% but	498	2	3	3	2	2	2

Housing Need of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
<80% of AMI							
Elderly	419	2	3	3	3	1	1
Families with Disabilities	unknown	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity (B)	956	4	5	4	3	3	3
Race/Ethnicity (W)	488	5	3	2	3	2	2
Race/Ethnicity (O)	154	4	3	4	3	4	2
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year: 1990
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

B. Housing Need 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 Need of Families on the Waiting List

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant -based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site -Based or sub -jurisdictional waiting list (optional)
 If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	177		41
Extremely low income <=30% AMI	148	84	
Very low income (>30% but <=50% AMI)	29	16	
Low income (>50% but <80% AMI)	0	0	
Families with children	170	96	
Elderly families	7	.04	
Families with Disabilities	14	.08	
Race/ethnicity (W)	0	0	
Race/ethnicity (B)	177	100	
Race/ethnicity (O)	0	0	
Race/ethnicity			

Characteristics by Bedroom Size (Public Housing Only)

1BR	7	.04	.02
2BR	76	43	18
3BR	73	41	17
4BR	19	11	.04
5BR	2	.01	0.00
5+BR			

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 financed development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease -uprates 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 -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates by effective -ly screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

Need: Specific Family Types: Races or 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) Waiting list on priority housing

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	411,723	
b) Public Housing Capital Fund	799,251	
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant -Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
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)		
3. Public Housing Dwelling Rental Income	730,240	Operations
4. Other income (list below)		
Interest on General Fund	8,860	Operations
Other Operating Receipts	146,500	Operations
4. Non -federal sources (list below)		
Total resources	2,096,574	

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number) next in line to be offered a unit
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) 30 days after application

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 Report

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

1. How many site-based waiting lists will the PHA operate in the coming year?
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 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 admission to public housing to families at or below 30% of median area income?

b. Transfer policies:

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

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

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5) **Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

3. If the PHA will employ admission preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either

through an absolute hierarchy or through a points system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

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 reprisal or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

- At an annual reexamination and lease renewal
- Anytime family composition changes

- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing (See Attachment "A")

a. Yes No: Did the PHA's analysis of its family (general occupancy) development(s) 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: Rolling Acres, Urban Court, Valley Court, Waltersville, Cedars Estates and Beechwood Estates

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and development(s) 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: results of analysis did not indicate a need for such efforts

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 for such efforts due to 75%+ of residents are working.

List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

Criminal or drug -related activity only to the extent required by law or regulation

Criminal and drug -related activity, more extensively than required by law or regulation

More general screening than criminal and drug -related activity (list factors below)

Other (list below)

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

Criminal or drug -related activity

Other (describe below)

(2)WaitingListOrganization

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)SearchTime

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

If yes, state circumstances below:

(4)AdmissionsPreferences

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 points 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 preferences 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 admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24CFR Part 903.79(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)

ThePHAwillnotemployanydiscretionaryrent -settingpoliciesforincomebased rentinpublichousing.Income -basedrentsaresetatthehigherof30%of adjustedmonthlyincome,10%ofunadjustedmonthly income,thewelfare rent,or minimumrent(lessHUDmandatorydeductionsandexclusions).(Ifselected, skiptosub -component(2))

---or---

ThePHAemploysdiscretionarypoliciesfordeterminingincomebasedrent(If selected,continuetquestionb.)

b. MinimumRent

1. WhatamountbestreflectsthePHA'sminimumrent?(selectone)

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

2. Yes No: Has thePHAadoptedanydiscretionaryminimumrenthardship exemptionpolicies? **Noneotherthantheonesrequiredby regulations.**

3. Ifyestoquestion2, listthesepoliciesbelow :

c. Rentssetatlessthan30%thanadjustedincome

1. Yes No: DoesthePHAplan tochargerentsatafixedamountor percentagelessthan30%ofadjustedincome?

2. Ifyestoabove, listtheamountsorpercentageschargedandthecircumstancesunder whichthesewillbeusedbelow:

d. Whichofthediscretionary(optional) deductionsand/orexclusionspoliciesdoesthe PHAplantoemploy(selectallthatapply)

- Fortheearnedincomeofapreviouslyunemployedhouseholdmember
- Forincreasesinearnedincome
- Fixedamount(o therthangeneralrent -settingpolicy)
Ifyes, stateamount/sandcircumstancesbelow:

Fixedpercentage(otherthangeneralrent -settingpolicy)
Ifyes, statepercentage/sandcircumstancesbelow:

- Forhouseholdheads
- Forotherfamilymembers
- Fortransportationexpenses
- Forthenon -reimbursedmedicalexpensesofnon -disabledornon -elderly families
- Other(describellow)

e.Ceilingrents

1. Doyouhaveceilingrents?(rentssetatalevellowerthan30%ofadjustedincome) (selectone)

- Yesforalldevelopments
- Yesbutonlyforsomedependments
- No

2. Forwhichkindsofdevelopmentsareceilingrentsinplace?(selectallthatapply)

- Foralldevelopments
- Forallgeneraloccupancydevelopments(notelderlyordisabledorelderlyonly)
- Forspecifiedgeneraloccupancydevelopments
- Forcertainpartsofdevelopments;e.g.,thehigh -riseportion
- Forcertainsizeunits;e.g.,largerbedroomsizes
- Other(listbelow)

3. Selectthespaceorspacesthatbestdescribhowyouarriveatceilingrents(selectall thatapply)

- Marketcomparabilitystudy
- Fairmarketrents(FMR)
- 95thpercentilerents
- 75percentofoperatingcosts
- 100percentofoperatingcostsfor generaloccupancy(family)developments
- Operatingcostsplusdebt service
- The“rentalvalue”oftheunit
- Other(listbelow)

f.Rentredeterminations:

1. Betweenincomereexaminations,howoftenmusttenantsreportchangesinincome orfamilycompositiontothePHAsuchthatthechangesresultinanadjustmentto rent?(selectallthatapply)

- Never
- Atfamilyoption

- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)
 1. An error occurred in connection with an admission or reexamination;
 2. A new family member within 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 leaseholder and/or principal income recipient occurs;
 5. The principal income recipient abandons the family; and
 6. A family misrepresents itself.

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

(2) Flat Rents

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

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

ROLLING ACRES

BEDROOM SIZE	FLAT RENT	CEILING RENT	MINIMUM RENT
1BR	\$350.00	\$283.00	\$50.00
2BR	\$404.00	\$333.00	\$50.00
3BR	\$430.00	\$416.00	\$50.00
4BR	\$500.00	\$466.00	\$50.00
5BR	\$540.00	\$536.00	\$50.00
6BR	\$610.00	\$606.00	\$50.00

URBAN COURT

BEDROOM SIZE	FLAT RENT	CEILING RENT	MINIMUM RENT
1BR	\$375.00	\$337.00	\$50.00
2BR	\$404.00	\$397.00	\$50.00
3BR	\$430.00	\$496.00	\$50.00
4BR	\$500.00	\$556.00	\$50.00
5BR	\$0.00	\$0.00	\$0.00
6BR	\$0.00	\$0.00	\$0.00

VALLEY COURT

BEDROOM SIZE	FLAT RENT	CEILING RENT	MINIMUM RENT
1BR	\$0.00	\$0.00	\$0.00

2BR	\$405.00	\$435.00	\$50.00
3BR	\$450.00	\$544.00	\$50.00
4BR	\$0.00	\$0.00	\$0.00
5BR	\$0.00	\$0.00	\$0.00
6BR	\$0.00	\$0.00	\$0.00

WALTERSVILLESTATES

BEDROOMSIZE	FLATRENT	CEILINGRENT	MINIMUMRENT
1BR	\$375.00	\$206.00	\$50.00
2BR	\$420.00	\$242.00	\$50.00
3BR	\$450.00	\$303.00	\$50.00
4BR	\$500.00	\$339.00	\$50.00
5BR	\$545.00	\$390.00	\$50.00
6BR	\$625.00	\$440.00	\$50.00

BEECHWOOD/CEDARSESTATES

BEDROOMSIZE	FLATRENT	CEILINGRENT	MINIMUMRENT
1BR	\$0.00	\$0.00	\$50.00
2BR	\$0.00	\$0.00	\$50.00
3BR	\$480.00	\$434.00	\$50.00
4BR	\$530.00	\$486.00	\$50.00
5BR	\$545.00	\$559.00	\$50.00
6BR	\$0.00	\$0.00	\$50.00

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 repayment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (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

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	430	10%
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)		
Capital Fund Programs	430	10%

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 Manual |
| Capitalization | Community Center |
| Drug Free Workplace | Grievance Procedures |

One Strike, You're Out
Substance Abuse
Criminal Records
Cash Management & Procedure
Community Service

Pet Policy
Rent Collection
Media
MBE

Maintenance Policy

Maintenance Policy
Schedule of Maintenance Charges

Pest Control Policy

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.79(f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant -Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24CFR Part 903.79(g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA 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 there)

(2) Optional 5-Year Action Plan

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

a. 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 there) e)

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

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

- Yes No: a) Has the PHA received a HOPEVI 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 HOPEVI 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 Plans 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 HOPEVI revitalization grant in the Plan year?
- If yes, list development name/s below:

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

- 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

[24CFR Part 903.79(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

(42U.S.C.1437p)intheplanFiscalYear? (If“No”,skipto component9;if“yes”,completeoneactivitydescriptionforeach development.)

2.ActivityDescription

Yes No: HasthePHAprovidedtheactivitiesdescriptioninformationinthe **optional**PublicHousingAssetManagementTable?(If“yes”,skiptocomponent9.If“No”,completetheActivityDescriptiontable below.)

Demolition/DispositionActivityDescription	
1a.Developmentname:	
1b.Development(project)number:	
2.Activitytype:Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3.Applicationstatus(selectone) Approved <input type="checkbox"/> Submitted,pendingapproval <input type="checkbox"/> Plannedapplication <input type="checkbox"/>	
4.Dateapplicationapproved,submitted,orplannedforsubmission: (DD/MM/YY)	
5.Numberofunitsaffected:	
6.Coverageofaction(selectone) <input type="checkbox"/> Partofthedevelopment <input type="checkbox"/> Totaldevelopment	
7.Timelineforactivity: a.Actualorprojectedstartdate ofactivity: b.Projectendeddateofactivity:	

9. DesignationofPublicHousingforOccupancybyElderlyFamiliesor FamilieswithDisabilitiesorElderlyFamiliesandFamilieswith Disabilities

[24CFRPart903.79(i)]

ExemptionsfromComponent9;Section8onlyPHAsarenotrequiredtocompletethissection.

1. Yes No: HasthePHAdesignatedorappliedforapprovaltodesignateor doesthePHAplantoapplytodesignateanypublichousingfor occupancyonlybytheelderlyfamiliesoronlybyfamilieswith disabilities,orbyelderlyfamiliesandfamilieswithdisabilitiesor willapplyfordesignationforoccupancybyonlyelderlyfamilies oronlyfamilieswithdisabilities,orbyelderlyfamiliesand familieswithdisabilitiesasprovidedbysection7oftheU.S. HousingActof1937(42U.S.C.1437e)intheupcomingfiscal

year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant -Based Assistance

[24 CFR Part 903.79(j)]

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

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 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 FY1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

[24CFR Part 903.79(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"/> HOPEI <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)

- Part of the development
 Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self -sufficiency Programs

[24 CFR Part 903.79(l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 09/01/01

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/ PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
Computer Training	10	First Come	Good Shepard Center	Public Housing
Homeownership	5	By Request	Community Service Center	Residents

(2) Family Self Sufficiency program/s

a. Participation Description

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

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

C. Welfare Benefit Reductions

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

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.

- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24CFR Part 903.79(m)]

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

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

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

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

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

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

3. Which developments are most affected? (list below)
Urban Court, Valley Court and Waltersville Estates

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

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

- Contracting with outside and/or resident organizations for the provision of crime and/or drug -prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at -risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

All Developments

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)

All Developments

D. Additional information as required by PHDEP/PHDEPPI and

PHA eligible for FY2001 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 for FY2003 in this PHA Plan?

Yes No: This PHA Plan is an Attachment. (Attachment Filename:)

14. RESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

The PHA has an adopted Pet Policy and it is on file for public view.

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

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

[24CFR Part 903.79(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

[24CFR Part 903.79(q)]

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

1. 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 and adopted asset management plan**

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. 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 as Attachment (Filename)
 - 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

The U.S. Congress and State of Mississippi has exempted residents from serving on the Board.

- 1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
- 2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.) N/A

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 assistance)-based
- 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: (provide name here) **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)
Resident self-sufficiency programs, modernization of housing units, security and employment opportunities through Capital Funds.
- 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

C. 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 Plans shall be construed to mean the following:

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

- Additionsofnon -emergencyworkitemsthatnotcurrentlyincludedintheAnnual Statementorthe 5-YearActionPlanorchangesinuseofreplacementreservefundundertheCapitol Fund;
- AdditionsofnewactivitiesnotincludedinanycurrentPHDEPPlan;
- Anychangeswithregardtodemolitionordisposition,designation,homeownership programsorconversionactivities.

Theseissues,ifrequired,shallberaisedwithproperpublicnotif ication.TheHousing AuthorityacknowledgesthatanexceptionwillbemadebyHUDto complywiththe abovechangesthatareadoptedtoreflectchangesinHUDregulatoryrequirements:such changeswillnotbeconsideredsignificantamendmentsbyHUD.

REAC FOLLOW-UPPLAN

TheHousingAuthorityrecentlyreceiveditsResidentAssessmentfromREAC.The assessmentindicatedfollow -upactiontoincrease the averagescoreintheareasof: communication,safetyandneighborhoodappearance.WhiletheHousingAuthori tyis makingeveryefforttomeettherequirements,wehavedevelopedanactionplanto improvethoverallratingsasfollowsbySeptember30,2003:

FOLLOWUPACTIONPLAN

- ❑ Establishsystemstomonitorandevaluatecommunication,safetyandneighborhood appearanceonadailybasis;
- ❑ Conductquarterlymeetingswithresidentonissuesregardingtheaboveandthe receivingofsuggestionsandrecommendations;
- ❑ Dailyinspectionofgr oundsandbuildings;and
- ❑ Planningssessionsforimprovements.

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 concer ns are being addressed, residents are informed of planned renovations,andresidentsareencouragedtobecomeinvolvedandprovideinputinpolicy development. Residents are notified of these meeting by flyers/letters placed in doors andwillbeplacedon propertybulletinboards.

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.

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 Vicksburg Housing Authority has suspended its enforcement of the 8 -hour community service requirement after a 30 day notice on February 1, 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. However, based on recent notification from HUD, we will reinstate this regulation in accordance with the new guidelines.

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.

Admissions Policy for Deconcentration **Attachment "A"**

FY2003 Capital Fund Program Annual Statement **Attachment "B"**

Capital Fund Program 5 Year Action Plan **Attachment "C"**

P&E Statements, FY2001 and 2002 **Attachment "D"**

List of Resident Advisory Board Members **Attachment "E"**

Component 3, (6) Deconcentration and Income Mixing **Attachment "F"**

Certification "Initial Assessment" Voluntary Conversion of Development from Public Housing Stock **Attachment "G"**

PHA Progress Statement on Mission & Goals **Attachment "H"**

Organizational Chart **Attachment "I"**

Pet Policy **Attachment "J"**

THE HOUSING AUTHORITY OF THE CITY OF VICKSBURG, MISSISSIPPI

ATTACHMENT A

DECONCENTRATION POLICY

In an ongoing effort for the Vicksburg Housing Authority to meet or exceed the laws and regulations regarding public housing, a comprehensive Deconcentration Policy has been developed in order to comply with the Housing Quality and Work Responsibility Act of 1998 Section 513, as it applies to the Vicksburg Housing Authority.

INCOME MIX TARGETING :

This housing authority must ensure that within a given fiscal year, not less than forty percent (40%) of the public housing dwelling units shall be occupied by families whose incomes at the time of commencement of occupancy does not exceed thirty percent (30%) of the area median income.

PROHIBITION OF CONCENTRATION OF LOW -INCOME FAMILIES :

This housing authority may not concentrate very low -income families, or those with relatively low incomes, in public housing units in certain projects or certain buildings within projects. There must, however, remain at least forty percent (40%) of the families who are at or below thirty percent (30%) of the median area income. The Vicksburg Housing Authority must review the income and occupancy characteristics of the housing projects and the buildings of each project to ensure that a low -income concentration does not occur.

DECONCENTRATION:

It shall be the sole and exclusive right of the Vicksburg Housing Authority to move families from one dwelling unit to another as necessary or as vacancies warrant to reduce a concentration of a particular income level of families into any one building or complex. In contrast, the Vicksburg Housing Authority will also make every effort and attempt to maintain a consistent dwelling unit for every family and will only make moves necessary if there is no other alternative as determined by the Vicksburg Housing Authority.

This policy becomes effective immediately upon adoption by the Board of Commissioners of the Housing Authority of the City of Vicksburg, Mississippi.

CAPITAL FUND PROGRAM TABLES START HERE

ATTACHMENT B

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

PHAName: Vicksburg Housing Authority	Grant Type and Number Capital Fund Program Grant No: MS26P086501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 10/03
--------------------------------------	--	-------------------------------

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	142,635			
3	1408 Management Improvements Soft Costs	165,000			
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	55,000			
10	1460 Dwelling Structures	336,616			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non Dwelling Structures				
13	1475 Non Dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	799,251			

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

PHAName: Vicksburg Housing Authority	Grant Type and Number Capital Fund Program Grant No: MS26P086501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 10/03
--------------------------------------	--	-------------------------------

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	
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security - Soft Costs				
	Amount of Line XX related to Security - Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHAName: Vicksburg Housing Authority		Grant Type and Number Capital Fund Program Grant No: MS26P086501-03 Replacement Housing Factor Grant No:				Federal FY of Grant : 10/3		
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
				TOTAL	799,251			

ATTACHMENT“C’

CapitalFundProgramFive -Year ActionPlan PartI:Summary

PHAName VicksburgHousingAuthority		<input type="checkbox"/> Original5 -YearPlan <input checked="" type="checkbox"/> RevisionNo:1			
Development Number/Name/HA- Wide	Year1	WorkStatementforYear2 FFYGrant:2004 PHAFY:10/1/04	WorkStateme ntforYear3 FFYGrant:2005 PHAFY:10/1/05	WorkStatementforYear4 FFYGrant:2006 PHAFY:10/1/06	WorkStatementforYear5 FFYGrant:2007 PHAFY:10/1/07
	Annual Statement				
PHAWide		784,251	799,251	672,655	799,251
MS086004		15,000			
MS086007				126,596	
CFPFundsListing for5 -yearplanning		799,251	799,251	799,251	799,251
TotalReplacement HousingFactorFunds					

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

Activities for Year: <u> 4 </u> <u> </u> FFY Grant: 2006 PHAFY: 10/1/0 6			Activities for Year: <u> 5 </u> <u> </u> FFY Grant: 2007 PHAFY: 10/1/0 7		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
HAWIDE	Operations	142,635	HAWIDE	Operations	142,635
	Mgmt. Improvements Security & Drug Elimination Program	182,520		Mgmt. Improvements Security & Drug Elimination Program	182,520
	Fees & Costs -A/E MOD Coordinator	100,000		Fees & Costs -A/E MOD Coordinator	100,000
	Interior Painting	90,000		A/C Compressors	25,000
	Replace Trucks	50,000		Site Improvements	35,000
	Replace Tractors	25,000		Refrigerators	30,000
	Replace Mustang	7,000		Stoves	22,500
	Refrigerators	30,000		Hot Water Heaters	20,000
	Stoves	20,500		Playgrounds	60,000
	REAC Repairs or Replacements: walls, doors, floortile, painting, windows, screen doors and window, bath and kitchen fixtures, electrical and plumbing	25,000		REAC Repairs or Replacements: walls, doors, floortile, painting, windows, screen doors and window, bath and kitchen fixtures, electrical and plumbing	50,000
MS086007	Re-roofing	126,596		Office Renovation	100,000
				Office Furniture & Equipment	31,596
Total CFPE Estimated Cost		\$799,251			\$799,251

ATTACHMENT D

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Vicksburg Housing Authority		Grant Type and Number Capital Fund Program Grant No: MS26P086501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 10/01
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/03		<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	160,816	160,816	160,816	158,797.90
3	1408 Management Improvements Soft Costs	60,000	60,000	60,000	60,000
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000	100,000	100,000	100,000
8	1440 Site Acquisition				
9	1450 Site Improvement	60,000	60,000	60,000	60,000
10	1460 Dwelling Structures	100,000	100,000	100,000	100,000
11	1465.1 Dwelling Equipment — Nonexpendable	43,200	43,485	43,485	43,485
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	292,600	292,315	112,000	101,806.60
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				

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

PHAName: Vicksburg Housing Authority	Grant Type and Number Capital Fund Program Grant No: MS26P086501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 10/01
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no: 2)
 Performance and Evaluation Report for Period Ending: 3/31/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Annual Grant: (sum of lines.....)	816,616	816,616	636,301	624,089.50
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security --Soft Costs				
	Amount of Line XX related to Security --Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHAName: VicksburgHousingAuthority		GrantType andNumber CapitalFundProgramGrantNo: MS26P086501-01 ReplacementHousingFactorGrantNo:					FederalFYofGrant: 10/1		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev. Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Status Of Work	
				Original	Revised	Obligated	Expended		
MS086HAWide	Operations	1460	430Units	160,816	160,816	160,816	158,797.90		
MS086 -002/005	ManagementImprovements:Security	1408	250Units	60,000	60,000	60,000	60,000		
MS086HAWide	Fees&Costs:A&E/MODCoordinator	1430	430Units	100,000	100,000	100,000	100,000		
MS086HAWide	SiteImprovements:Drainage/Grounds	1450	430Units	60,000	60,000	60,000	60,000		
MS086HAWide	DwellingStructures:UnitRenovations Painting,Floortile,Interior/Exterior doors,Windows&DoorScreens, HouseholdFixtures,Electrical& Plumbing	1460	50Units	100,000	100,000	100,000	100,000		
MS086HAWide	DwellingEquipment:								
	Stoves	1465.1	42Units	18,000	18,000	18,000	18,000		
	Refrigerators	1465.1	42Units	25,200	25,485	25,485	25,485		
MS086HAWide	NonDwellingEquipment:								
	AirConditionerCompressors	1475	24	12,000	12,000	12,000	12,000.00		
	PlaygroundEquipment	1475	6Sites	100,000	100,000	100,000	89,806.60		
MS086-005	SurveillanceEquipment	1475	150Units	180,600	-0-	-0-	-0-	Deleted	
MS086-005	RoofRepairs/MaintenanceHanger	1475	150Units	-0-	180,315	-0-	-0-		
				816,616	816,616	636,301	624,089.50		

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHAName: Vicksburg Housing Authority	Grant Type and Number Capital Fund Program Grant No: MS26P086501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 10/02
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 3/31/03
 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	142,635		142,635	73,877.55
3	1408 Management Improvements Soft Costs	159,850		159,850	42,290.88
	Management Improvement s Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000		100,000	33,333.44
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	368,720		368,720	190,328.40
11	1465.1 Dwelling Equipment — Nonexpendable	28,046		28,046	-0-
12	1470 Non Dwelling Structures				
13	1475 Non Dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				

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

PHA Name: Vicksburg Housing Authority	Grant Type and Number Capital Fund Program Grant No: MS26P086501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 10/02
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 3/31/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Annual Grant: (sum of lines.....)	799,251		799,251	339,830.27
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 Compliance				
	Amount of line XX Related to Security -- Soft Costs				
	Amount of Line XX related to Security -- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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.)

ROLLING ACRES

Ms. Gloria Goodman 171 Elizabeth Circle Vicksburg, MS 39183

Ms. Gail Gleese 114 Athens Avenue Vicksburg, MS 39183

Ms. Anesa Ellis 103 Elizabeth Circle Vicksburg, MS 39183

WALTERSVILLE STATES

Ms. Elizabeth Butler 210 Walters Street Vicksburg, MS 39183

Ms. Alberta Washington 120- C Kings Street Vicksburg, MS 39183

URBAN COURT

Ms. Cynthia Bentley 1013 Urban Court Vicksburg, MS 39183

CEDAR SE STATES

Ms. Cheryl Smith 143 Demby Drive Vicksburg, MS 39183

VALLEY COURT

Ms. Corine Ellis 1411A Hayes Street Vicksburg, MS 39183

BEECHWOOD STATES

Ms. Kristine Doss 117 Boykins Drive Vicksburg, MS 39183

Ms. Evelyn Benard 113 Boykins Drive Vicksburg, MS 39183

SELECTION OF RESIDENT ADVISORY BOARD MEMBERS:

The Resident Advisory Board consists of ten (10) members. They are selected by the resident body and Housing Authority to serve a one year term ending December 31.

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

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

This is to certify that the Vicksburg Housing Authority 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.

Component 10(B) Voluntary Conversion Initial Assessments

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 5
- 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

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.
- The Housing Authority does not plan to dispose of any public housing developments;
 - Public Housing developments account for a large percentage of the housing stock in the community and would effect the availability of affordable housing in the community; and

Conversion would not benefit the residents due to the limited housing stock in the community and the current programs/services being offered by the housing authority. Additionally, our public housing developments are equal to or above existing housing stock in the community;

Original previously submitted to the Field office.

ATTACHMENT "H "

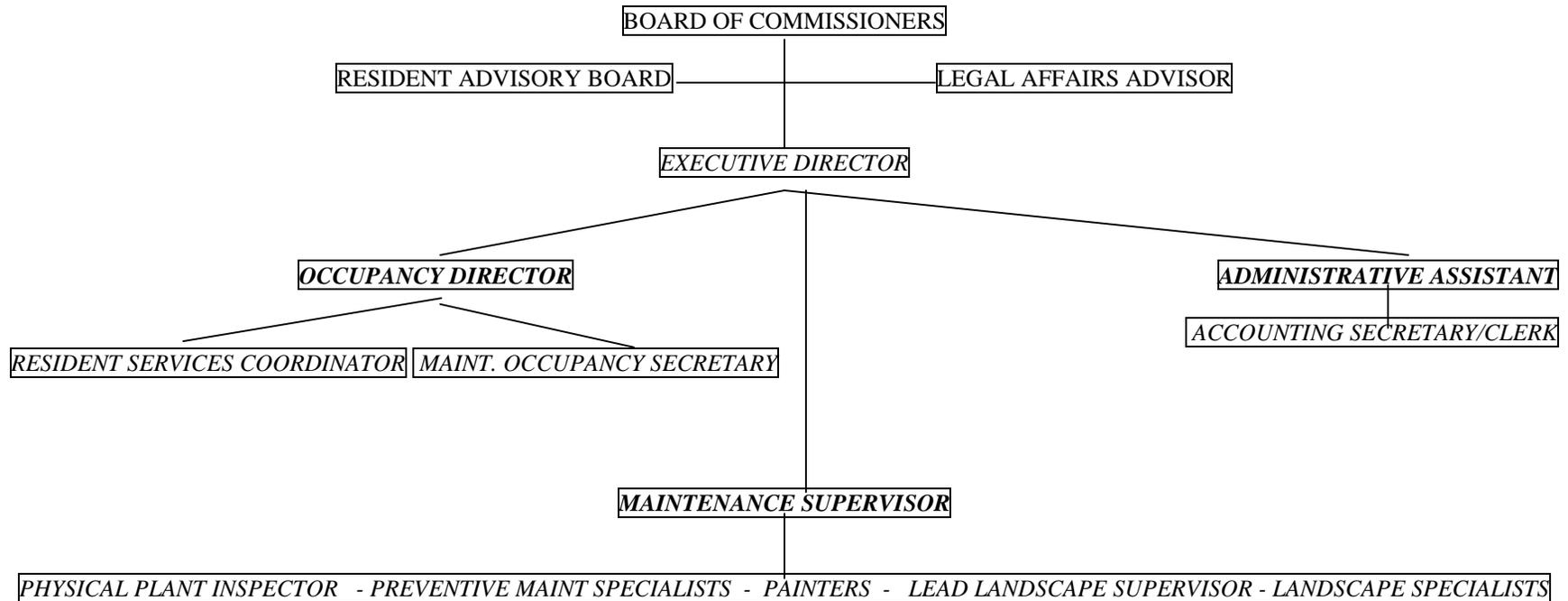
PROGRESS STATEMENT ON PHA MISSION AND GOALS

1. Expand the supply of existing housing: The Housing Authority is meeting this goal with the main accomplishment being a reduction of vacancies over the past year. The PHA goal to reduce vacancies with improved maintenance techniques and improved management and occupancy control has been achieved.
2. Improve the quality of assisted housing: The Housing Authority is meeting this goal with the main accomplishments being ongoing efforts to raise the standards of public housing with the use of modernization program funds.
3. Increase assisted housing choices: The Housing Authority is achieving this goal by increasing home ownership opportunities. We had several residents purchase homes within the past year.
4. Provide an improved living environment: The PHA is meeting this goal by continuing security services and maintaining a proper balance in all developments.
5. Promote self-sufficiency and asset development of families and individuals: The PHA continues to participate in the Self-Sufficiency Programs for residents.
6. Ensure equal opportunity in housing for all Americans: The Housing Authority is meeting this goal with affirmative measures as reinforced in the Fair Housing policy of the PHA.
7. Provide necessary professional development for PHA staff: The Housing Authority is meeting this goal by sending PHA staff to all HUD training workshops. In addition, PHA maintenance staff attended specialized training courses such as air conditioning repair, etc.
8. The PHA goal to renovate or modernize public housing units with Capital Fund Program funds to achieve private market compatibility by the year 2004 is on schedule.
9. The PHA had a goal to increase working residents over the past 12 months, the PHA actually had 13 new workers.
10. The Housing Authority has achieved its goal to provide GED classes and computer training for residents in improving employability. Our goal is on schedule to increase resident employment by the year 2004. Additionally, we continue to provide educational and recreational programs for our youths through partnership with the Good Shepherd Center.

11. The PHA had a goal to continue PHDEP efforts to improve security by contracting with private security service. Our goal is being achieved with a reduction in drugs and crimes by 8.6% over the past year.

The remaining goals and missions of the PHA are being pursued.

ATTACHMENT I VICKSBURGH HOUSING AUTHORITY ORGANIZATIONAL STRUCTURE



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 Maintenance Supervisor, Administrative Assistant and the Occupancy Coordinator. Each of these employees is responsible for their respective departments and report to the Executive Director.

ATTACHMENT "J" PET POLICY STATEMENT

The Vicksburg Housing Authority has an adopted pet policy allowing the residents to own pets. Certain restrictive requirements are contained in the policy which are normal for PHA pet policies. Some of the main normal restrictions are size limits, number of pets, exclusion of reptiles with the exception of turtles, collar, leash, and identification tags for dogs and cats, no commercial purposes, compliance with state, local, and humane ordinances, and pet deposits.

Exclusion of certain requirements are extended to persons with disabilities, both residents and visitors.

The Pet Policy set forth herein is reasonably related to the following legitimate interests of the Vicksburg 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 Vicksburg 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. Statements 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 pets 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.