

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

MS107v01

PHA Plans

5 Year Plan for Fiscal Years 2003 - 2007

Annual Plan for Fiscal Year 2003

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

PHA Plan Agency Identification

PHA Name: Greenwood Housing Authority

PHA Number: MS107

PHA Fiscal Year Beginning: 04/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN

PHA FISCAL YEARS 2003- 2007

[24 CFR Part 903.5]

A. Mission

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

- (X) The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

B. Goals

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

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

- (X) PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
- (X) Acquire or build 42 units or development by March 31, 2004
- (X) Other: Expand Section 8 Voucher Program use into the Itta Bena Housing Authority area of operation by March 31, 2001.

2003 SUBMISSION REGARDING THE ACQUISITION/DEVELOPMENT OF 42 UNITS: The privately-owned construction of 108 low income housing rental units, with an expected availability of April 1, 2003, and the planned construction of another 40 such units later in 2003 should eliminate the necessity for the GHA to pursue the 42 units goal. An evaluation of this possibility will be made during the 2004 Fiscal Year.

2003 SUBMISSION REGARDING EXPANSION OF SECTION 8 PROGRAM:

The GHA has accomplished this Goal via the use of a change in its Administrative Plan that permits the use of Portability by an applicant in the balance of Leflore County, including the City of Itta Bena, when the applicant is determined to be eligible for the Housing Choice Voucher Program. Said applicant can use the voucher in Leflore County without regard to the previous requirement that the applicant must have resided within the GHA's Area of Operation upon a determination of eligibility.

- (X) PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - (X) Concentrate on efforts to improve specific management functions: Issue vouchers quarterly by June 30, September 30, December 31, and March 31.
 - (X) Renovate or modernize public housing units as identified within the last approved CGP.
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - (X) Other: (list below)
Renovate or Modernize public housing units as identified in the Capital Fund Program Annual Statement and Five-Year Plan

2003 SUBMISSION REGARDING ISSUANCE OF VOUCHERS:

The GHA is utilizing its voucher authorization at or above the 95% level. Vouchers will be issued when the need exist to maintain this level of use.

2003 SUBMISSION REGARDING RENOVATION/MODERNIZATION OF PUBLIC HOUSING UNITS: The GHA is finalizing its Modernization effort as outlined in its 2000 and 2001 Capital Fund Program (CFP).

2003 SUBMISSSION REGARDING CAPITAL FUND PROGRAM:

Although the effort to procure allservices necessary to complete the Work Items identified in the 2001 & 2002 Capital Fund Program has not been completed, the Work Items will be accomplished in the timely manner identified in the original Plan.

- (X) PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - (X) Conduct outreach efforts to potential voucher landlords once annually through briefings

- Increase voucher payment standards
- Implement voucher homeownership program:
- (X) Implement public housing or other homeownership programs by March 31, 2004
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

2003 SUBMISSION REGARDING OUTREACH: The GHA accomplishes this effort via a Public Notice in the local newspaper, the Greenwood Commonwealth, addressed to prospective owners, when necessary. Owners are advised of the Housing Choice Voucher Program and requested to contact a Section 8 Specialist for a Briefing, if interested.

2003 SUBMISSION REGARDING HOMEOWNERSHIP: The GHA will review successful approaches to establishing Homeownership programs in other areas to identify the best possible components to include in a GHA Homeownership Program.

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

- (X) PHA Goal: Provide an improved living environment
 - Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - (X) Implement public housing security improvements by erecting fencing and security buildings in site-specific designated neighborhoods by March 31, 2001
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - (X) Other: (list below)
 - Continue and increase the provision of mobile/foot/site-specific services in neighborhoods warranting such service.

2003 SUBMISSION REGARDING SECURITY IMPROVEMENT (FENCING AND SECURITY BUILDINGS): Security Huts and Perimeter Fencing will be procured and erected next Fiscal Year.

2003 SUBMISSION REGARDING THE CONTINUATION OF SECURITY SERVICES: The GHA has contracted Security Services through March 31, 2003 with plans to contract for services for the period April 1, 2003 to March 31, 2004 utilizing CFP funds.

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

(X) PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- (X) Provide or attract supportive services to increase independence for the elderly or families with disabilities by fully implementing the Delta Health-Partners health and education programs by March 31, 2001.
- (X) Other: (list below)
Establish escrow accounts for homeownership and educational purposes when requested by a resident following an increase in income that does not result in a rent increase.

2003 SUBMISSION REGARDING DELTA HEALTH-PARTNERS PROGRAM:

The Delta Health-Partners Program, as originally designed, was not funded. This is no longer a valid Goal for the GHA. The Leflore Counties Families First Resource Center had proposed a MOA for GED Prep, Parenting Skills, and Healthy Living for consideration by the GHA, but it did not materialize. The GHA will pursue the provision of educational opportunities to its residents through the Learning for Life Initiative offered by Nan McKay and Associates.

2003 SUBMISSION REGARDING ESCROW ACCOUNT: The Escrow Account opportunity will not be available as of April 1, 2003 due to a change in policy.

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

(X) PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

- (X) Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Emphasize Equal Opportunity and Fair Housing laws during orientations and provide forms needed to report discriminatory actions with detailed instructions on preparations.
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

Other: (list below)

2003 SUBMISSION REGARDING EQUAL OPPORTUNITY AND FAIR HOUSING: This Goal is being met as outlined.

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

In the fourth year of required submission, the GHA has elected to continue to operate its programs in an efficient, cost effective manner and to explore the options authorized by the QHWRRA, e.g., mortgaging of public housing properties. These options will be explored primarily as methods to increase the supply of affordable housing for very low income households that require two and three bedrooms.

Subsequent submissions will include the GHA's specific plans to pursue these efforts. At present, the timeline established is that of March 31, 2004.

The GHA has decided to take this same approach in the development and implementation of a Homeownership Program.

Presently the GHA is fully utilizing it's Housing Choice Voucher Program authorization of 229 units throughout all of Leflore County.

The Five Year and Annual Plans have been considered in the Planning Process by GHA residents and the Resident Advisory Board, made available for review by all residents and the general public, considered at a Public Hearing and approved for submission by the Board of Commissioners. A Public Hearing was held on December 30, 2002. An attendance sheet for the Public Hearing, as well as minutes, including resident/public comments are available for review in the GHA's file on the Annual Plan. All comments received during the planning process have been considered and addressed by the GHA. The Board of Commissioners approved the Five Year and Annual Plan for submission to HUD on January 7, 2003.

PLAN COMPONENTS

Statement of Housing Needs:

A review of the Consolidated Plan for the area and other pertinent documents, including the GHA's Public Housing and Section 8 Waiting List, indicates that a need exists for two and three bedroom units.

Statement of Financial Resources:

Capital Fund	\$1,335,000.00	('02 and '03)
Conventional Program	\$ 773,675.00	
Section 8 Voucher Program	\$ 830,011.00	
New Construction Program	\$1,316,219.00	
Other Income	\$ 23,910.00	
Resident Use	\$ 45,081.00	
Dwelling Rental Income	\$ 323,136.00	

The resources identified are those that will be utilized by the GHA to operate the housing programs offered to the citizens of the Greenwood area during the fiscal year 2003-2004 by the GHA or private owners.

Statement of Policies on Eligibility

Inclusive of AP and ACOP

Statement of Rent Determination Policies:

Inclusive of AP and ACOP

Statement of PHA Operation and Management:

Inclusive of AP and ACOP

Statement of Grievance and Hearing Procedures:

Inclusive of AP and ACOP

Statement of Capital Improvements Needed:

The GHA will utilize its Capital Fund to perform those Modernization activities identified in the Annual Plan of the Capital Fund Program.

Statement of Demolition/Disposition:

Not Applicable

Statement of Public Housing Projects Designated for Elderly or Families with Disabilities:

Not Applicable

Statement of Conversion of Public Housing to Tenant-Based Housing:

Not Applicable

Statement of Homeownership Programs:

Homeownership counseling in the areas of budgeting, preparing to purchase a home, homemaking and credit is provided by the Resident Initiatives Coordinator through the Newsletter. The GHA will develop and implement a Homeownership Program prior to the end of the planning period.

Statement of Community Services:

Inclusive of the ACOP.

Statement of Safety and Crime Prevention Measures:

Outlines the Crime Prevention approach presently utilized by the GHA with its Security Service Provider.

Statement of Pet Policies:

Inclusive of the ACOP

Civil Rights Certification:

Inclusive of the HUD form entitled PHA Certifications of Compliance with the PHA Plans and Related Regulations Board Resolution to Accompany the PHA Plan

Audit:

Latest copy on file

Asset Management Statement:

Policies on file

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- A. Admissions Policy for Deconcentration
- FY 2000 Capital Fund Program Annual Statement

- 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
 FY 2000 Capital Fund Program 5 Year Action Plan

A. Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) and RAB Members
See Page 69

X Other (List below, providing each attachment name)

- B. Mission and Goals Progress Report **See Page 70**
 C. Resident Assessment Follow-Up Plan **See Page 72**
 D. Performance and Evaluation Report **See Page 74**
 E. Pet Policy **See Page 91**

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	5 Year and Annual Plans

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	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.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents (X) 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 (X) check here if included in the public housing	Annual Plan: Rent Determination

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	A & O Policy	
X	Section 8 rent determination (payment standard) policies (X) 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 (X) check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures (X) check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	programs/plans	Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	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 recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	500	5	5	5	3	5	5
Income >30% but <=50% of AMI	80	4	5	5	3	4	5
Income >50% but <80% of AMI	05	3	4	3	3	3	5
Elderly	20	4	3	3	2	3	5
Families with Disabilities	200	4	2	5	2	2	5
Race/Black	600	4	2	5	2	2	5
Race/White	30	2	2	2	2	2	1
Race/Ethnicity							
Race/Ethnicity							

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

(X) Consolidated Plan of the Jurisdiction/s

Indicate year: 2000-2004

U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset

American Housing Survey data

Indicate year:

Other housing market study

Indicate year:

Other sources: (list and indicate year of information)

GHA Waiting Lists - 2002

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

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.**

PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- 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	154		67
Extremely low income <=30% AMI	131	85.1%	
Very low income (>30% but <=50% AMI)	23	14.9%	
Low income (>50% but <80% AMI)	0	0.0%	
Families with children	141	91.6%	
Elderly families	0	0.0%	
Families with Disabilities	25	16.2%	
Race/ethnicity	Black – 150	97.4%	
Race/ethnicity	White – 4	2.6%	
Race/ethnicity			
Race/ethnicity			

Housing Needs of Families on the Waiting List

Characteristics by Bedroom Size (Public Housing Only)			
1BR	12	7.8%	6
2 BR	21	13.6%	22
3 BR	116	75.3%	33
4 BR	1	0.6%	6
5 BR	4	2.6%	0
5+ BR			
Is the waiting list closed (select one)? (X) No <input type="checkbox"/> Yes If yes: How long has it been closed ? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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	148		0
Extremely low income <=30% AMI	125	84.5%	
Very low income (>30% but <=50% AMI)	21	14.2%	
Low income (>50% but <80% AMI)	2	1.4%	
Families with children	123	83.1%	
Elderly families	9	6.1%	
Families with Disabilities	26	17.6%	
Race/ethnicity	Black-136	91.9%	
Race/ethnicity	White-12	8.1%	
Race/ethnicity			
Race/ethnicity			

Housing Needs of Families on the Waiting List

Characteristics by Bedroom Size (Public Housing Only)			
1BR	23	15.5%	0
2 BR	65	43.9%	0
3 BR	54	36.5%	0
4 BR	6	4.1%	0
5 BR	0	0.0%	0
5+ BR			
Is the waiting list closed (select one)? () No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed? August 2001 Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No () 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.

The GHA will use the action-oriented steps outlined below to address housing needs within the Greenwood area. Development efforts will be outlined in future submissions of the Agency Plan.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing assistance.
- 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)
Utilize elderly and disabled preferences

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		
a) Public Housing Operating Fund	\$ 773,675.00	
b) Public Housing Capital Fund	\$1,335,000.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
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)		
Section 8 Voucher (and Certificate) Program	\$ 830,011.00	Section 8 Tenant-Based Assistance
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Section 8 New Construction	\$1,316,219.00	Section 8 Project-Based Assistance
3. Public Housing Dwelling Rental Income	\$ 323,136.00	Public Housing Operations
Other income (list below) Interest on investments, late charges, and service charges	\$ 23,910.00	Public Housing Operations

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Resident Use: Resident Participation and Retained Rental Income	\$ 45,081.00	Resident- Related Improvements and Services
4. Non-federal sources (list below)		
Total resources	\$ <u>5,435,200.00</u>	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number) Number 1-10
- When families are within a certain time of being offered a unit: (state time)
- Other: Age and income are verified at the time of initial application submission

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

- (X) Criminal or Drug-related activity
- (X) Rental history
- (X) Housekeeping
- (X) Other: Credit Check

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

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

e. (X) 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)

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

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

- (X) PHA main administrative office

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

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

b. (X) 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:

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

b. Transfer policies:

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

(X) Emergencies

Overhoused

Underhoused

(X) Medical justification

(X) Administrative reasons determined by the PHA (e.g., to permit modernization work)

Resident choice: (state circumstances below)

(X) Other: After every four (4) admissions, the fifth person is a transfer

c. Preferences

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

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

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s): Applicants who are elderly, disabled, or displaced households of no more than two persons will be given a selection priority over all "Other Single" applicants regardless of preference status. "Other Single" denotes a one-person household in which the individual member is neither elderly, disabled, or displaced by government action. Such applicants will be placed on the waiting list in accordance with their preferences, but cannot be selected for assistance before any one or two person elderly, disabled or displaced family regardless of local preferences.

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

"1" Date and Time

Former Federal preferences:

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

Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- (X) Other preference(s): (list below)
 - "1" Elderly, disabled, or displaced households of no more than two persons over all "Other Singles"
 - "2" "Other Single" applicants (as previously defined)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- (X) 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)

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

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

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

(6) Deconcentration and Income Mixing

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)]

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

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

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: Address
Name of previous landlord

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below (describe): Extensions can be granted when a prospective tenant cannot find a unit and requests an extension prior to the expiration of the standard 60-day period. Along with the request, documentation must be provided indicating that a search was conducted during the standard 60-day period.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. (X) 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

(X) Other preference(s) (list below): Applicants who are elderly, disabled, or displaced households of no more than two persons will be given a selection priority over all "Other Single" applicants regardless of preference status. "Other Single: denotes a one-person household in which the individual member is neither elderly, disabled, or displaced by government action. Such applicants will be placed on the waiting list in accordance with their preferences, but cannot be selected for assistance before any one or two person elderly, disabled family regardless of local preferences.

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- (X) Other preference(s) (list below):
 - “1” Elderly, disabled, or displaced households off no more than two persons over all “Other Singles”
 - “2” “Other Single” applicants (as previously defined)

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

Loss of Employment
Death in the Family

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

- Never
 - At family option
 - Any time the family experiences an income increase
 - Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
 - (X) Other: Any time the family experiences an income decrease
- NOTE:** All income increases must be reported in a timely manner but all may Not result in an adjustment to rent.

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard

- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

- Loss of Employment
- Death in the Family

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows: The GHA is governed by a five (5) member Board of Commissioners.
The Board appoints an Executive Director who directs the activities of a staff consisting of twenty (24) full-time and two (2) part-time persons with the responsibility of handling the day-to-day activities of the GHA.

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	408	67
Section 8 Vouchers	229	48
Section 8 Certificates	Not Applicable	
Section 8 Mod Rehab	Not Applicable	
Special Purpose Section 8 Certificates/Vouchers (list individually)	Not Applicable	
Public Housing Drug		

Elimination Program (PHDEP)		
Other Federal Programs(list individually)	Not Applicable	

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)
 - Admissions and Continued Occupancy Policy
 - Lease Agreement
 - Resident Handbook

- (2) Section 8 Management: (list below)
 - Administrative Plan
 - Lease Agreement

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- (X) PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

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

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)	Grant Type and Number Capital Fund Program Grant No: MSP26-P107-501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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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				
3	1408 Management Improvements	120,000.00			
4	1410 Administration	60,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	40,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	394,645.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	20,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	50,434.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	685,079.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)	Grant Type and Number Capital Fund Program Grant No: MSP26-P107-501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
---	--	-------------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
001-Brazil	Vented Range Hood	1460	82	3,280.00				
	Smoke/Carbon Monoxide Detector	1460	82	4,920.00				
	Interior Doors	1460	82	22,960.00				
	Dryer Hook-Ups	1460	82	18,450.00				
002-Rising Sun I	Vented Range Hood	1460	21	840.00				
	Windows	1460	21	25,200.00				

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Smoke/Carbon Monoxide Detector	1460	21	1,260.00				
	Interior Doors	1460	21	5,880.00				
	Dryer Hook-Ups	1460	21	4,725.00				
	Bathroom Restoration	1460	21	2,100.00				
003-Rising Sun II	Vented Range Hood	1460	21	840.00				
	Windows	1460	21	25,200.00				
	Smoke/Carbon Monoxide Detector	1460	21	1,260.00				
	Interior Doors	1460	21	5,880.00				
	Dryer Hook-Ups	1460	21	4,725.00				
	Bathroom Restoration	1460	21	2,100.00				
004-Henry	Vented Range Hood	1460	90	3,600.00				
	Smoke/Carbon Monoxide Detector	1460	90	5,400.00				
	Bathroom Restoration	1460	90	50,625.00				
	Kitchen Restoration	1460	90	33,750.00				
	Garbage Receptacles	1475	6	600.00				
005-Crestview	Vented Range Hood	1460	75	3,000.00				
	Smoke/Carbon Monoxide Detector	1460	75	4,500.00				
	Bathroom Restoration	1460	75	28,125.00				
	Kitchen Restoration	1460	75	28,125.00				
	Garbage Receptacles	1475	75	7,500.00				

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

PHA Name: THE HOUSING AUTHORIT OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
008-Hayes	Vented Range Hood	1460	40	1,600.00				
	Smoke/Carbon Monoxide Detector	1460	40	2,400.00				
	Garbage Receptacles	1475	40	4,000.00				
011-Threadgill	Vented Range Hood	1460	32	1,280.00				
	Smoke/Carbon Monoxide Detector	1460	32	1,920.00				
	Cabinets	1460	32	48,000.00				
	Flooring	1460	32	48,000.00				
	Garbage Receptacles	1475	32	3,200.00				
013-Williamson	Vented Range Hood	1460	47	1,880.00				
	Smoke/Carbon Monoxide Detector	1460	47	2,820.00				
	Garbage Receptacles	1475	47	4,700.00				
GHA-WIDE	Security Services	1408		120,000.00				

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

b. If yes to question a, select one:

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

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

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name GHA		<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: '05	Work Statement for Year 3 FFY Grant: 2005 PHA FY: '06	Work Statement for Year 4 FFY Grant: 2006 PHA FY: '07	Work Statement for Year 5 FFY Grant: 2007 PHA FY: '08
	Annual Statement				
<i>001/Brazil</i>		164,000.00		82,000.00	20,000.00
002/Rising Sun I		42,000.00		52,500.00	40,000.00
003/Rising Sun II		42,000.00		52,500.00	40,000.00
<i>004/Henry</i>		135,000.00	211,500.00	192,400.00	20,000.00
005/Crestview			26,250.00	52,500.00	245,000.00
008/Hayes					94,000.00

011/Threadgill		24,000.00	96,000.00		20,000.00
013/Williamson		32,250.00	157,450.00	32,900.00	10,000.00
GHA-WIDE		299,829.00	193,879.00	220,279.00	196,079.00
CFP Funds Listed for 5-year planning		685,079.00	685,079.00	685,079.00	685,079.00
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2004 PHA FY: '05			Activities for Year: <u>3</u> FFY Grant: 2005 PHA FY: '06		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	MS26-P107-001	Roofs	164,000.00	MS26-P107-004	Water Heaters	31,500.00
	Brazil			Henry	Roofs	180,000.00
	MS26-P107-002	Roofs	42,000.00	MS26-P107-005	Water Heaters	26,250.00
	Rising Sun I			Crestview		
	MS26-P107-003	Roofs	42,000.00	MS26-P107-011	Roofs	64,000.00
	Rising Sun II			Threadgill	Windows	32,000.00
	MS26-P107-004	Cabinets	135,000.00	MS26-P107-013	Water Heaters	16,450.00
	Henry			Williamson	Cabinets	70,500.00
					Flooring	70,500.00
	MS26-P107-011	Bathroom Restoration	12,000.00			
	Threadgill	Kitchen Restoration	12,000.00	GHA-WIDE	Security	120,000.00
	MS26-P107-013	Bathroom Restoration	16,125.00		Administration	24,879.00
	Williamson	Kitchen Restoration	16,125.00		Fees & Costs	49,000.00
	GHA-WIDE	Security	120,000.00			
	Administration	71,829.00				
	Fees & Costs	54,000.00				
Total CFP Estimated Cost			\$ 685,079.00	Total CFP Estimated Cost	\$ 685,079.00	

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year : <u>4</u> FFY Grant: 2006 PHA FY: '07			Activities for Year: <u>5</u> FFY Grant: 2007 PHA FY: '08		
Development	Major Work	Estimated	Development	Major Work	Estimated Cost

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Description table below.)

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

b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description

1a. Development name:

1b. Development (project) number:

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

Component 10 (B) Voluntary Conversion Initial Assessments

- a. How many of the PHA's developments are subject to the Required Initial Assessments?
Eight (8)
- 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)?
None
- c. How many Assessments were conducted for the PHA's covered developments?
Eight (8)
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

<u>Name</u>	<u>Development</u>	<u>Number of</u>
<u>None</u>		<u>Units</u>

- d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

N/A

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.79 (k)]

A. Public Housing

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

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

2. Activity Description

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

**Public Housing Homeownership Activity Description
(Complete one for each development affected)**

1a. Development name:

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

- 25 or fewer participants
 26 - 50 participants

- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 22/06/99

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

- Client referrals
- (X) Information sharing regarding mutual clients (for rent determinations and otherwise)
- (X) 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	Access (development office /	Eligibility (public housing or

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

The GHA will comply with Pub. L 107-73, sec.432, 115 Stat.651 which generally precludes the GHA from implementing or enforcing community service requirements using Fiscal Year 2003 funds, beginning April 1, 2003; however, the GHA will use non-Fiscal Year 2003 funds to enforce community service requirements on those families who failed to comply during the period to April 1, 2002.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti

- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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

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

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

Brazil Homes, Crestview Homes, Hayes Homes, Henry Homes, Bessie Threadgill Homes, and Arance Williamson Homes

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

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

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

2. Which developments are most affected? (list below) Brazil Homes, Crestview Homes, Hayes Homes, Henry Homes, Bessie Threadgill Homes, Frances Circle, Rising Sun I and II, and Arance Williamson Homes.

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)

Brazil Homes, Crestview Homes, Hayes Homes, Henry Homes, Frances Circle, Bessie Threadgill Homes, Rising Sun, and Arance Williamson Homes.

D. Additional information as required by PHDEP/PHDEP Plan

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

- () Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- () Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

(See Attachment E)

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

- Attached at Attachment (File name)
- (X) Provided below:
See Attachment B.

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:

(X) Other: (list below)

The GHA addressed some comments of the residents by including their requests in the Plan or taking the action through the use of other GHA resources. The actions of the GHA are stated in the GHA's response.

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: **State of Mississippi**

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

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

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

D. Other Information Required by HUD

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

Attachments

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

ATTACHMENT A:

2003 SUBMISSION REGARDING RESIDENT ADVISORY BOARD/RESIDENT CONCERNS AND THE GREENWOOD HOUSING AUTHORITY'S RESPONSES:

RECREATION EQUIPMENT: Recreation Sites needed for small kids.

GHA Response: Recreation equipment placed in Capital Fund Program.

GARBAGE CANS: GHA should provide uniform garbage cans for city residents.

GHA Responses: 64 gallon garbage cans placed in Capital Fund Program.

DRYER CONNECTIONS: Dryer connections needed at Brazil Homes and Rising Sun.

GHA Responses: Dryer connections placed in Capital Fund Program.

RASS: Residents indicated that a more detailed explanation regarding the Survey and the resulting scores may result in a better rating by the residents.

GHA Responses: The GHA will provide a very detailed explanation on the RASS scores during the Annual Resident Meetings.

VENT-HOODS & BACK SPLASHES: Vent Hoods and Back Splashes needed in kitchens.

GHA Responses: Vent-Hoods & Back Splashes placed in Capital Fund Program.

RESIDENT ADVISORY BOARD MEMBERS ARE APPOINTED BY THE BOARD OF COMMISSIONERS. THE MEMBERS ARE AS FOLLOWS:

Section 8: Charlie Wimbley
Debra Gray

Pulbic Housing: Yvonne Brooks
Gwanda Lee
Rachel Matthews
Gloria Williams
Devoe Thomas
Agaphene Robinson
Louvina Cooper

ATTACHEMENT B: MISSION AND GOALS PROGRESS REPORT

2003 SUBMISSION REGARDING THE ACQUISITION/DEVELOPMENT OF 42 UNITS: The privately-owned construction of 108 low income housing rental units, with an expected availability of April 1, 2003, and the planned construction of another 40 such units later in 2003 should eliminate the necessity for the GHA to pursue the 42 units goal. An evaluation of this possibility will be made during the 2004 Fiscal Year.

2003 SUBMISSION REGARDING EXPANSION OF SECTION 8 PROGRAM: The GHA has accomplished this Goal via the use of a change in its Administrative Plan that permits the use of Portability by an applicant in the balance of Leflore County, including the City of Itta Bena, when the applicant is determined to be eligible for the Housing Choice Voucher Program. Said applicant can use the voucher in Leflore County without regard to the previous requirement that the applicant must have resided within the GHA's Area of Operation upon a determination of eligibility.

2003 SUBMISSION REGARDING ISSUANCE OF VOUCHERS:

The GHA is utilizing its voucher authorization at or above the 95% level. Vouchers will be issued when the need exist to maintain this level of use.

2003 SUBMISSION REGARDING RENOVATION/MODERNIZATION OF PUBLIC HOUSING UNITS: The GHA is finalizing its Modernization effort as outlined in its 2000 and 2001 Capital Fund Program (CFP).

2003 SUBMISSION REGARDING CAPITAL FUND PROGRAM: Although the effort to procure all services necessary to complete the Work Items identified in the 2001 & 2002 Capital Fund Program has not been completed, the Work Items will be accomplished in the timely manner identified in the original Plan.

2003 SUBMISSION REGARDING OUTREACH: The GHA accomplishes this effort via a Public Notice in the local newspaper, the Greenwood Commonwealth, addressed to prospective owners, when necessary. Owners are advised of the Housing Choice Voucher Program and requested to contact a Section 8 Specialist for a Briefing, if interested.

2003 SUBMISSION REGARDING HOMEOWNERSHIP: The GHA will review successful approaches to establishing Homeownership programs in other areas to identify the best possible components to include in a GHA Homeownership Program.

2003 SUBMISSION REGARDING SECURITY IMPROVEMENT (FENCING AND SECURITY BUILDINGS): Security Huts and Perimeter Fencing will be procured and erected next Fiscal Year.

2003 SUBMISSION REGARDING THE CONTINUATION OF SECURITY SERVICES: The GHA has contracted Security Services through March 31, 2003 with plans to contract for services for the period April 1, 2003 to March 31, 2004 utilizing CFP funds.

2003 SUBMISSION REGARDING DELTA HEALTH-PARTNERS PROGRAM: The Delta Health-Partners Program, as originally designed, was not funded. This is no longer a valid Goal for the GHA. The Leflore Counties Families First Resource Center had proposed a MOA for GED Prep, Parenting Skills, and Healthy Living for consideration by the GHA, but it did not materialize. The GHA will pursue the provision of educational opportunities to its residents through the Learning for Life Initiative offered by Nan McKay and Associates.

2003 SUBMISSION REGARDING ESCROW ACCOUNT: The Escrow Account opportunity will not be available as of April 1, 2003 due to a change in policy.

2003 SUBMISSION REGARDING EQUAL OPPORTUNITY AND FAIR HOUSING: This Goal is being met as outlined.

ATTACHMENT C: RESIDENT ASSESSMENT FOLLOW-UP PLAN

REQUIRED SUBMISSION: COMMUNICATION:

The GHA will utilize the following revised plan to improve the communication score:

The GHA will conduct an annual resident meeting for all neighborhoods at an off-site location.

The GHA will publish a monthly Newsletter which focuses on issues related to the improvement of the GHA and its residents. Said Newsletter will focus on such subjects as Education, Employment, Homeownership, Management, Capital Fund, etc. At least one family in every GHA neighborhood will be the primary focus of the Newsletter's feature article.

The GHA will review Survey document and adapt the questions to the conditions of GHA neighborhoods. Residents will be provided training on the revised Survey document.

The GHA will utilize the newspaper, radio and television Public Service Notices to advise residents of Annual Resident Meetings.

The GHA will work with the residents in the reestablishment of the Greenwood Housing Authority Resident Council.

REQUIRED SUBMISSION: APPEARANCE

The GHA will utilize the following revised plan to improve the appearance score:

The GHA will purchase and provide 64-gallon garbage cans to all city-wide residents.

Management will perform Weekly Windshield Inspections on Wednesdays to identify any problematic conditions such as trash/litter, abandoned vehicles, improperly parked vehicles and damage to the exterior of the dwelling units. Management will enforce the Lease Agreement provisions relevant to any problem identified during the Inspection.

Maintenance will perform a Curb/Fence Appeal function on every Monday and Friday to ensure that the Common Areas are clean of all debris.

Maintenance will perform a Trash Disposal Container Inspection every Thursday and Friday to identify any problem relevant to a resident improperly disposing of household garbage.

Management will perform a Condition of Yard and Home Inspection for every family who is delinquent in the payment of rent between the 16th and 22nd of every month.

Maintenance will utilize a Housekeeping Inspection Checklist during every visit to document the conditions of the yard and the household for follow-up by Management.

Management and Maintenance will utilize the monthly Newsletter to disseminate information on the Obligation of the resident to maintain a sanitary household.

Maintenance will continue to provide Lawncare services in the common areas and around each dwelling unit during the grass growing season.

The GHA will assess a monetary fine to resident who are in violation of certain Rules and Regulations of the Lease Agreement regarding lawn care, garbage / trash disposal and maintenance of assigned property.

ATTACHMENT D: PERFORMANCE AND EVALUATION REPORT

2000

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MSP26-P107-501-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)					09/02
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending:					<input type="checkbox"/> Final Performance and Evaluation Report
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	36,864.00	19,608.90	19,608.90	19,608.90
4	1410 Administration	40,000.00	67,980.70	67,980.70	36,133.55
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	43,000.00	34,853.59	34,853.59	26,353.59
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	414,600.00	467,354.81	467,354.81	246,467.43
11	1465.1 Dwelling Equipment—Nonexpendable	48,158.00	74,896.00	74,896.00	74,896.00
12	1470 Nondwelling Structures	127,600.00	45,438.00	45,438.00	45,438.00
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MSP26-P107-501-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)					09/02
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities	710,132.00	710,132.00	710,132.00	448,897.47
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
001-Brazil	Painting	1460	82	-0-	-0-	-0-		
	Water Heaters	1460	82	42,267.36	61,972.61	61,972.61	7,302.03	
	Appliances	1475	164	49,528.00	-0-	-0-		
	Appliances	1465	164	-0-	49,528.00	49,528.00	49,528.00	
002-Rising Sun I	Painting	1460	21	-0-	-0-			
	Water Heaters	1460	21	14,281.38	14,281.38	14,281.38	14,281.38	
	Appliances	1475	42	25,368.00	-0-			
	Appliances	1465	42	-0-	12,684.00	12,684.00	12,684.00	
003-Rising Sun II	Painting	1460	21	-0-	-0-			
	Water Heaters	1460	21	14,837.31	14,837.31	14,837.31	14,837.31	
	Appliances	1475	42	25,368.00	-0-			
	Appliances	1465	42	-0-	12,684.00	12,684.00	12,684.00	
004-Henry	Windows	1460	90	107,298.17	107,298.17	107,298.17	5,289.92	
	Community Building Restoration	1470	2	45,438.00	45,438.00	45,438.00	45,438.00	
	Painting	1460	90	90,915.01	90,915.01	90,915.01	80,023.51	
005-Crestview	Windows	1460	75	134,974.57	134,974.57	134,974.57	83,073.45	

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
008-Hayes	Wrought-Iron Doors	1460	80	21,200.00	21,200.00	21,200.00	21,200.00	
011-Threadgill	Painting	1460	32	-0-	-0-			
	Water Heaters	1460	32	21,875.76	21,875.76	21,875.76	20,459.83	
	Appliances	1475	64	19,328.00	-0-			
013-Williamson	Painting	1460	47	-0-	-0-			
	Wrought-Iron Doors	1460	94	-0-	-0-			
PHA-WIDE	Computerized Inspection System	1408	1	-0-	-0-			
	Computer System Update II	1408		4,669.90	4,669.90	4,669.90	4,669.90	
	Security Services	1408		14,939.00	14,939.00	14,939.00	14,939.00	
	Administration	1410		42,989.95	67,980.70	67,980.70	36,133.55	
	Fees & Costs	1430		34,853.59	34,853.59	34,853.59	26,353.59	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)			Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part III: Implementation Schedule								
PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)			Grant Type and Number Capital Fund Program No: MS26-P107-501-00 Replacement Housing Factor No:			Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
001-Brazil	09/2001	06/2002	06/2002	03/2003	09/2003		HUD did not make funds available for use until the Quarter-Ending period of 03/2001.	
002-Rising Sun I	09/2001	06/2002	06/2002	03/2003	09/2003			
003-Rising Sun II	09/2001	06/2002	06/2002	03/2003	09/2003			
004-Henry	09/2001	06/2002	06/2002	03/2003	09/2003			
005-Crestview	09/2001	06/2002	06/2002	03/2003	09/2003			
008-Hayes	09/2001	06/2002	06/2002	03/2003	09/2003			
011-Threadgill	09/2001	06/2002	06/2002	03/2003	09/2003			
013-Williamson	09/2001	06/2002	06/2002	03/2003	09/2003			

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)			Grant Type and Number Capital Fund Program No: MS26-P107-501-00 Replacement Housing Factor No:			Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
GHA-WIDE	09/2001	06/2002	06/2002	03/2003	09/2003		

2001

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MSP26-P107-501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<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: <input type="checkbox"/> Final Performance and Evaluation Report 09/02					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	114,707.00	115,046.00	27,894.00	27,894.00
4	1410 Administration	40,000.00	50,599.36	50,599.36	44,461.36
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	38,000.00	27,000.00	27,000.00	20,250.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	381,000.00	407,244.64	407,244.64	66,954.68
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	116,094.00	116,094.00	95,040.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	136,425.00	8,400.00	8,400.00	
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)	Grant Type and Number Capital Fund Program Grant No: MSP26-P107-501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:2)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report **09/02**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	724,384.00	724,384.00	724,384.00	254,600.04
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
001-Brazil	Bathroom Restoration	1460	82	61,500.00	19,004.68	19,004.68	19,004.68	
	Kitchen Restoration	1460	82	61,500.00	19,006.69	19,006.69	19,006.69	
	Flooring	1460	82	123,000.00	105,634.12	105,634.12	20,497.87	
	Painting	1460	82	-0-	92,455.00	92,455.00		
002-Rising Sun I	Bathroom Restoration	1460	21	15,750.00	9,655.07	9,655.07	8,445.44	
	Kitchen Restoration	1460	21	15,750.00	9,655.08	9,655.08		
	Painting	1460	21	-0-	23,678.00	23,678.00		
003-Rising Sun II	Bathroom Restoration	1460	21	15,750.00	6,000.00	6,000.00		
	Kitchen Restoration	1460	21	15,750.00	6,000.00	6,000.00		
	Painting	1460	21	-0-	23,678.00	23,678.00		
004-Henry	Painting	1460	90	72,000.00	-0-			
	Appliances	1475	180	81,000.00	-0-			
	Appliances	1465	180	-0-	55,095.00	55,095.00	53,712.00	
005-Crestview	Appliances	1465	75	-0-	19,671.00	19,671.00		
008-Hayes	Appliances	1475	80	36,000.00	-0-			
	Appliances	1465	80	-0-	22,000.00	22,000.00	22,000.00	

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
011-Threadgill	Painting	1460	32	-0-	36,080.00	36,080.00		
	Appliances	1465	64	-0-	19,328.00	19,328.00	19,328.00	
013-Williamson	Painting	1460	47	-0-	56,400.00	56,400.00		
GHA-WIDE	Security Services	1408			87,152.00	87,152.00		
	Copiers Computer Systems/Software	1408			27,555.00	27,894.00	27,894.00	
	Update & P/A System							
	Administration	1410			40,000.00	50,599.36	50,599.36	44,461.36
	Fees & Costs	1430			38,000.00	27,000.00	27,000.00	20,250.00
	Backhoe/Front-End Loader	1475			19,425.00	8,400.00	8,400.00	

Annual Statement/Performance and Evaluation Report

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)	Grant Type and Number Capital Fund Program Grant No: MSP26-P107-501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report **09/02**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	90,000.00			
4	1410 Administration	59,240.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	43,150.00		32,000.00	
8	1440 Site Acquisition				
9	1450 Site Improvement	115,000.00			
10	1460 Dwelling Structures	293,950.00			
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	52,500.00	27,633.00	
12	1470 Nondwelling Structures	18,000.00			
13	1475 Nondwelling Equipment	88,500.00	36,000.00	2,835.00	2,835.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	16,544.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	724,384.00	724,384.00	62,468.00	2,835.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	90,000.00			

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)	Grant Type and Number Capital Fund Program Grant No: MSP26-P107-501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report
 09/02

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs	140,350.00			
26	Amount of line 21 Related to Energy Conservation Measures	52,500.00			

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)			Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
001-Brazil	Cabinets	1460	82	123,000.00				
	Fence	1450	1,160 L.F.	42,500.00				
	Doorbells	1460	82	6,150.00				
	Security Hut	1470	1	6,000.00				
002-Rising Sun I	Cabinets	1460	21	31,500.00				
	Doorbells	1460	21	1,575.00				
	Wrought-Iron Doors	1460	21	3,675.00				
	Foundation Stabilization	1460	1	5,000.00				
003-Rising Sun II	Cabinets	1460	21	31,500.00				
	Doorbells	1460	21	1,575.00				
	Wrought-Iron Doors	1460	21	3,675.00				
	Foundation Stabilization	1460	1	5,000.00				
004-Henry	Fence	1450	1,160 L.F.	42,500.00				
	Doorbells	1460	90	6,750.00				
005-Crestview	Appliances	1475	150	52,500.00	-0-			

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

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)		Grant Type and Number Capital Fund Program Grant No: MS26-P107-501-02 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Doorbells	1460	75	5,625.00				
	Appliances	1465	150	-0-	52,500.00	27,633.00		
008-Hayes	Fence	1450	820 L.F.	30,000.00				
	Painting	1460	40	60,000.00				
	Doorbells	1460	40	3,000.00				
	Security Hut	1470	1	6,000.00				
011-Threadgill	Doorbells	1460	32	2,400.00				
013-Williamson	Doorbells	1460	47	3,525.00				
	Security Hut	1470	1	6,000.00				
GHA-WIDE	Security Services	1408		90,000.00				
	Upgrade Radio Communication System	1475		20,000.00				
	Portable Generators	1475	(2)	3,000.00				
	Wheelwriter Typewriters	1475	(3)	3,000.00		2,835.00	2,835.00	
	Flush Machine	1475	(1)	10,000.00				

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: THE HOUSING AUTHORITY OF THE CITY OF GREENWOOD, MS (GHA)			Grant Type and Number Capital Fund Program No: MS26-P107-501-02 Replacement Housing Factor No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
001-Brazil	09/2003			03/2005			
002-Rising Sun I	09/2003			03/2005			
003-Rising Sun II	09/2003			03/2005			
004-Henry	09/2003			03/2005			
005-Crestview	09/2003			03/2005			
008-Hayes	09/2003			03/2005			
011-Threadgill	09/2003			03/2005			
013-Williamson	09/2003			03/2005			
GHA-WIDE	09/2003			03/2005			

ATTACHMENT E:

PET POLICY

INTRODUCTION

PHAs must develop policies pertaining to the keeping of pets in public housing units in family projects. Except for PHAs administering Section 8 only, PHA Annual Plans are required to contain information regarding the PHA's pet policies for public housing units, excluding public housing developments for the elderly and persons with disabilities. As with all components of the Annual Plan, the PHA pet policy for family projects is subject to public hearing, Resident Advisory Board consultation and HUD review. This Chapter explains the PHA's policies on the keeping of pets in family projects and any criteria or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest of this PHA to provide a decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property, and the financial interest of the PHA.

The purpose of this policy is to establish the PHA's policy and procedures for ownership of pets in family projects and to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy because of ownership of pets. It also establishes reasonable rules governing the keeping of common household pets.

***Residents will comply with the dwelling lease, which requires that no animals or pets of any kind are permitted on the premises without prior written approval of the PHA. This does not apply to animals that are used to assist, support or provide service to persons with disabilities.**

** Nothing in this policy or the dwelling lease limits or impairs the right of persons with disabilities to own animals that are used to assist them.*

ANIMALS THAT ASSIST PERSONS WITH DISABILITIES

Pet rules will not be applied to animals who assist, support or provide service to persons with disabilities. This exclusion applies to such animals that reside in public housing and that visit these developments.

To be excluded from the pet policy, the resident/pet owner must certify:

***That there is a person with disabilities in or visiting the household;**

***That the animal has been trained to assist, support or provide service to the specified person with the disabilities.**

***That the animal actually assists, supports or provides service to the specified person with disabilities.**

***The resident/pet owner will be required to qualify animals that assist persons with disabilities.**

A. MANAGEMENT APPROVAL OF PETS

Families residing in a Public Housing unit are allowed to keep common household pets in their apartments as stated in their lease and in accordance with the Code of Federal Regulations. Families may request permission to keep a common household pet. Households may keep only one common household pet if it is registered with the Housing Authority before it is brought onto the premises, and if registration is updated each year at annual reexamination.

All pets must be approved in advance by the PHA management.

Registration of Pets

***Pets must be registered with the PHA before they are brought onto the premises.**

***Registration must include the following:**

***A certificate signed by a licensed veterinarian or State/local authority that the common household pet has timely received all inoculations required by State or local law, and that the pet has no communicable disease(s) and is pest-free. Also required is whatever license is mandated by local law.**

***A picture of the common household pet must be provided at time of registration.**

***Name, address and phone number of person to be responsible for pet in resident's absence.**

*** Registration must be renewed and will be coordinated with the annual recertification date and proof of license and inoculation will be submitted at least 30 days prior to annual reexamination.**

*** Dogs and cats are to be spayed or neutered. If animals are not spayed or neutered and have offspring, the resident household is in violation of this rule.**

** Execution of a Pet Agreement with the PHA stating that the tenant acknowledges complete responsibility for the care and cleaning of the pet will be required.*

*** Approval for the keeping of a pet shall not be extended pending the completion of these requirements.**

***No animal or pet may be kept in violation of humane or health laws.**

***Information to identify the animal or pet and to demonstrate that it is an common household pet of reasonable size and demeanor will be required.**

***The Housing Authority will notify the owner of the common household pet if registration of the pet is refused and will state the basis for the rejection, as size, disposition, etc.**

Refusal To Register Pets

The PHA may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet. If the PHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with HUD Notice requirements.

The PHA will refuse to register a pet if:

The pet is not a *common household pet* as defined in this policy;

Keeping the pet would violate any House Pet Rules;

The pet owner fails to provide complete pet registration information, or fails to update the registration annually;

The PHA reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease.

The notice of refusal may be combined with a notice of a pet violation.

A resident who cares for another resident's pet must notify the PHA and agree to abide by all of the pet rules in writing.

B. STANDARDS FOR PETS

- *PHA authorization for pet(s) will be given on a year-by-year basis.**
- *No pet will be allowed if weight exceeds fifteen (15) pounds.**
- *No dangerous animal or pet will be allowed.**
- *No vicious or intimidating animal or pet is to be kept on the premises.**

Types of Pets Allowed

No types of pets other than the following may be kept by a resident. The following types and qualifications are consistent with applicable State and local law.

- * Tenants are not permitted to have more than one *type* of pet.**

1. Dogs

- *Maximum number: (1)**
- * Maximum adult weight: 15 pounds**
- * Must be housebroken**
- * Must be spayed or neutered**
- * Must have all required inoculations**
- * Must be licensed as specified now or in the future by State law and local ordinance**

2. Cats

* **Maximum number (1)**

* **Must be declawed**

* **Must be spayed or neutered**

* **Must have all required inoculations**

* **Must be trained to use a litter box or other waste receptacle**

* **Must be licensed as specified now or in the future by State law or local ordinance**

3. Birds

* **Maximum number (2)**

* **Must be enclosed in a cage at all times**

4. Fish

Maximum aquarium size [10] gallons.

* **Must be maintained on an approved stand**

5. Rodents (Rabbit , guinea pig, hamster, or gerbil ONLY)

Maximum number [1]

* **Must be enclosed in an acceptable cage at all times**

* **Must have any or all inoculations as specified now or in the future by State law or local ordinance**

6. Turtles

Maximum number [1]

* **Must be enclosed in an acceptable cage or container at all times.**

C. PETS TEMPORARILY ON THE PREMISES

*Excluded from the premises are all animals and/or pets not owned by residents, except for service animals.

* Residents are prohibited from feeding or harboring stray animals.

* This rule excludes visiting pet programs sponsored by a humane society or other non-profit organization and approved by the PHA.

* State or local laws governing pets temporarily in dwelling accommodations shall prevail.

*** D. DESIGNATION OF PET/NO-PET AREAS**

* The following areas are designated no-pet areas:

Any common land areas.

E. ADDITIONAL FEES AND DEPOSITS FOR PETS

The resident will be responsible for all responsible expenses directly related to the presence of the animal or pet on the premises, including the cost of repairs and replacement in the apartment, and the cost of animal care facilities if needed. These charges are due and payable within 30 days of written notification.

*The PHA will, in addition, charge a refundable pet deposit of \$100.00 for each household with a pet. This fee is intended to cover additional costs otherwise covered.

*The resident/pet owner shall be required to pay a refundable deposit for the purpose of defraying all reasonable costs directly attributable to the presence of a dog or a cat.

*** An initial payment of [\$50.00] on or prior to the date the pet is properly registered and brought into the apartment, and;**

*** Monthly payments in an amount no less than [\$10.00] until the specified deposit has been paid.**

*** The PHA reserves the right to change or increase the required deposit by amendment to these rules.**

The PHA will refund the Pet Deposit to the tenant, less any damage caused by the pet to the dwelling unit, within a reasonable time after the tenant moves or upon removal of the pet from the unit.

*** The PHA will return the Pet Deposit to the former tenant or to the person designated by the former tenant in the event of the former tenant's incapacitation or death.**

*** The PHA will provide the tenant or designee identified above with a written list of any charges against the pet deposit. If the tenant disagrees with the amount charged to the pet deposit, the PHA will provide a meeting to discuss the charges.**

*** All reasonable expenses incurred by the PHA as a result of damages directly attributable to the presence of the pet in the project will be the responsibility of the resident, including:**

The cost of repairs and replacements to the resident's dwelling unit;

Fumigation of the dwelling unit;

Common areas of the project.

*The expense of flea deinfestation shall be the responsibility of the resident.

***If the tenant is in occupancy when such costs occur, the tenant shall be billed for such costs as a current charge.**

*If such expenses occur as the result of a move-out inspection, they will be deducted from the pet deposit. The resident will be billed for any amount which exceeds the pet deposit. Pet Deposits are not a part of rent payable by the resident.

F. ALTERATIONS TO UNIT

Residents/pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal. Installation of pet doors is prohibited.

G. PET WASTE REMOVAL CHARGE

*** A separate pet waste removal charge of [\$10.00] per occurrence will be assessed against the resident for violations of the pet policy.**

Pet waste removal charges are not part of rent payable by the resident.

H. PET AREA RESTRICTIONS

***Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash or carried and under the control of the resident or other responsible individual at all times.**

***A common household pet must be effectively restrained and under the control of a responsible person when passing through a common area, from the street to the apartment, etc.**

***Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.**

***Residents/Pet Owners are not permitted to exercise pets or permit pets to deposit waste on project premises.**

I. NOISE

***Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.**

The Housing Authority will not, under any circumstances, require pet owners to have any pet's vocal chords removed.

*** J. CLEANLINESS REQUIREMENTS**

*** Litter Box Requirements. All animal waste or the litter from litter boxes shall be picked up/emptied immediately by the pet owner, disposed of in heavy, sealed plastic trash bags, and placed in a trash container immediately.**

*** Litter shall not be disposed of by being flushed through a toilet.**

*** Litter boxes shall be stored inside the resident's dwelling unit.**

*** Removal of Waste From Other Locations. The Resident/Pet Owner shall be responsible for the removal of waste from any animal or pet animal exercise area by placing it in a sealed plastic bag and disposing of it in an outside trash bin immediately.**

*** Any unit occupied by a dog, cat, or rodent will be fumigated at the time the unit is vacated.**

*** The resident/pet owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.**

***All common household pets are to be fed inside the apartment. Feeding is not allowed on porches, sidewalks, patios or other outside areas.**

***Tenants are prohibited from feeding stray animals.**

***The feeding of stray animals will constitute having a pet without permission of the Housing Authority.**

*** K. PET CARE**

*** No pet (excluding fish) shall be left unattended in any apartment for a period in excess of [24] hours.**

*** All residents/pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet.**

*** Residents/pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.**

L. RESPONSIBLE PARTIES

The resident/pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

*** M. INSPECTIONS**

*** The PHA may, after reasonable notice to the tenant during reasonable hours, enter and inspect the premises, in addition to other inspections allowed.**

*** The PHA may enter and inspect the unit only if a written complaint is received alleging that the conduct or condition of the pet in the unit is a violation, or constitutes a nuisance or threat to the health or safety of the other occupants or other persons in the community under applicable State or local law.**

*** N. PET RULE VIOLATION NOTICE**

The authorization for a common household pet may be revoked at any time subject to the Housing Authority's grievance procedure if the pet becomes destructive or a nuisance to others, or if the tenant fails to comply with this policy.

Residents who violate these rules are subject to:

***Mandatory removal of the pet from the premises within 30 days of notice by the Housing Authority; or if for a threat to health and safety, removal within 24 hours of notice.**

***Lease termination proceedings.**

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Rule Policy, written notice will be served.

The Notice will contain a brief statement of the factual basis for the determination and the pet rule(s) which were violated. The notice will also state:

That the resident/pet owner has 10 days from the effective date of the service of notice to correct the violation or make written request for a meeting to discuss the violation;

That the resident pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and

That the resident/pet owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

*** If the pet owner requests a meeting within the [10] day period, the meeting will be scheduled no later than [5] calendar days before the effective date of service of the notice, unless the pet owner agrees to a later date in writing.**

*** O. NOTICE FOR PET REMOVAL**

If the resident/pet owner and the PHA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the PHA, the PHA may serve notice to remove the pet.

The Notice shall contain:

A brief statement of the factual basis for the PHA's determination of the Pet Rule that has been violated;

The requirement that the resident /pet owner must remove the pet within [10] days of the notice; and

A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

*** P. TERMINATION OF TENANCY**

The PHA may initiate procedures for termination of tenancy based on a pet rule violation if:

The pet owner has failed to remove the pet or correct a pet rule violation within the time period specified; and

The pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

*** Q. PET REMOVAL**

If the death or incapacity of the pet owner threatens the health or safety of the pet, or other factors occur that render the owner unable to care for the pet, the situation will be reported to the Responsible Party designated by the resident/pet owner. Includes pets who are poorly cared for or have been left unattended for over [24] hours.

If the responsible party is unwilling or unable to care for the pet, or if the PHA after reasonable efforts cannot contact the responsible party, the PHA may contact the appropriate State or local agency and request the removal of the pet.

*** If the pet is removed as a result of any aggressive act on the part of the pet, the pet will not be allowed back on the premises.**

*** R. EMERGENCIES**

The PHA will take all necessary steps to insure that pets which become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State or local entity authorized to remove such animals.

* If it is necessary for the PHA to place the pet in a shelter facility, the cost will be the responsibility of the tenant/pet owner.

***This Pet Policy will be incorporated by reference into the Dwelling Lease signed by the resident, and therefore, violation of the above Policy will be grounds for termination of the lease.**

***Every pet owner will be required to furnish the HA in advance the name, address, and telephone number of a local person willing to accept responsibility for boarding of the pet in emergency situations.**