

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

PHAPlans

5YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear200 3

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

PHA Plan Agency Identification

PHAName: Eastern Carolina Regional Housing Authority

PHANumber: NC010

PHAFiscalYearBeginning: October 1, 2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A.Mission

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

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

B.Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:

- Provide replacement public housing:
- Provide replacement vouchers:
- Other:(list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach effort to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site -based waiting lists:
- Convert public housing to vouchers:
- Other:(list below)

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other:(list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract support services to improve assistance recipients' employability:
- Provide or attract support services to increase independence for the elderly or families with disabilities.
- Other:(list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

AnnualPHAPlan
PHAFiscalYear200 3
 [24CFRPart903.7]

i. AnnualPlanType:

Selectwhich 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

[24CFRPart903.79(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.

iii. Annual Plan Table of Contents

[24CFRPart903.79(r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration –NC010k01
- FY2003 Capital Fund Program Annual Statement
- Most recent board -approved operating budget –NC010j01

Optional Attachments:

- PHA Management Organizational Chart
- FY2003 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

- Resident Assessment Follow -up Plan –NC010c01
- Resident Member of PHA Board –NC010d01
- Resident Advisory Board Member –NC010e01
- PHA Progress in meeting the 5 Year Plan –NC010f01
- PHA Maintenance and Service Charges –NC010g01
- Deconcentration and Income Mixing –NC010h01
- Voluntary Conversion Initial Assessment –NC010i01

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
	Fair Housing Documentation:	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
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
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
X	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan :Community Service & Self -Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self -Sufficiency
	Most recent self -sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self -Sufficiency
	The most recent Public Housing Drug Elimination Program (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
	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

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	15,036	4	4	3	2	2	4
Income > 30% but <= 50% of AMI	11,581	4	3	3	2	2	4
Income > 50% but < 80% of AMI	15,254	3	3	3	2	2	4
Elderly	8,915	3	3	3	2	1	4
Families with Disabilities	2,659	3	4	2	3	2	4
Race/White	25,274	4	4	3	1	3	4
Race/Black	16,621	4	4	3	1	3	4
Race/Other	1,401	4	3	4	1	3	4
Race/Ethnicity							

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

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

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

State the housing needs of the families on the PHA's waiting list/s **.Complete one table for each type of PHA - wide waiting list administered by the PHA.** PHA may provide separate tables for site - based or sub - jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant - based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input checked="" type="checkbox"/> Public Housing Site - Based or sub - jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
Goldsboro NC, NC010 - 11, 15 & 18			
Angier NC, NC010 - 17			
Clayton NC, NC010 - 19			
Clinton NC, NC010 - 6, 7 & 12			
Magnolia NC, NC010 - 16A			
Buelaville NC, NC010 - 16B			
Jacksonville NC, NC010 - 22			
Havelock NC, NC010 - 8			
Morehead City NC, NC010 - 3, 4, 5 & 14			
	# of families	% of total families	Annual Turnover
Waiting list total	330		280
Extremely low income <= 30% AMI	276	83.5%	
Very low income (> 30% but <= 50% AMI)	48	14.5%	
Low income (> 50% but < 80% AMI)	6	2%	
Families with children	254	77%	
Elderly families	36	11%	
Families with Disabilities	40	12%	
Race/Black	259	78.5%	
Race/White	62	18.8%	
Race/Asian	2	.61%	
Race/Other	7	2.09%	
Characteristics by Bedroom Size			

Housing Needs of Families on the Waiting List			
(Public Housing Only)			
1BR	80	24.2%	33
2BR	135	41%	137
3BR	109	33%	85
4BR	5	1.5%	24
5BR	1	.3%	1
5+BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 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			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off -line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed financed development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease -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 -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy1: Targetavailableassistancetotheelderly:

Selectallthatapply

- Seekdesignationofpublichousingfortheelderly
- Applyforspecial -purposevoucherstargetedtotheelderly,shouldthey become available
- Other:(listbelow)

Need:SpecificFamilyTypes:FamilieswithDisabilities

Strategy1: TargetavailableassistancetoFamilieswithDisabilities:

Selectallthatapply

- Seekdesignationofpublic housingforfamilieswithdisabilities
- Carryoutthomodificationsneededinpublichousingbasedonthesection504 NeedsAssessmentforPublicHousing
- Applyforspecial -purposevoucherstargetedtofamilieswithdisabi lities, shouldtheybecomeavailable
- Affirmativelymarkettoalnon -profitagenciesthatassistfamilieswith disabilities
- Other:(listbelow)

Need:SpecificFamilyTypes:Racesorethnicitieswithdisproportionate housing needs

Strategy1:IncreaseawarenessofPHAresourcesamongfamiliesofracesand ethnicitieswithdisproportionateneeds:

Selectifapplicable

- Affirmativelymarkettoraces/ethnicitiesshowntohavedisproportionate housingn eeds
- Other:(listbelow)

Strategy2:Conductactivitiestoaffirmativelyfurtherfairhousing

Selectallthatapply

- Counselsection8tenantsastolocationofunitsoutsideofareasofpovertyor minorityconcentrati onandassistthemtolocatethoseunits
- Marketthesection8programtoownersoutsideofareasofpoverty/minority concentrations
- Other:(listbelow)

OtherHousingNeeds&Strategies:(listneedsandstrategiesbel ow)

(2)ReasonsforSelectingStrategies

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

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY2000 grants)		
a) Public Housing Operating Fund	\$1,136,659	
b) Public Housing Capital Fund	\$1,166,083	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$1,035,000	Public Housing Operations
4. Other income (list below)	\$100,500	Public Housing Operation
4. Non -federal sources (list below)		
Total resources	\$3,438,242	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)

- When families are within a certain time of being offered a unit: (state time)
- Other:
1. Eligibility for admission is determined during application process.
 2. Verification is made within one week, of the family being offered a unit.

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

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

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

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

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

(2) Waiting List Organization

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? 10

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

If yes, how many lists?

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

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

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

(3) Assignment

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

- One
 Two
 Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
 Overhoused
 Underhoused
 Medical justification
 Administrative reasons determined by the PHA (e.g., to permit modernization work)

- Resident choice:(state circumstances below)
- Other:(list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

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
- Household that contribute to meeting income goals (broad range of incomes)
- Household that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

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

- Adoption of site -based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Macon Court NC010 -3,4	Bayview Homes NC010 -5
Kings Terrace NC010 -14	Manteo Circle NC010 -8
Eastover Terrace NC010 -6	Sampson Homes NC010 -7
Dogwood Circle NC010 -12	Brookside Manor NC010 -11
Winfrey Court NC010 -15,18	Mercer Court NC010 -16B
Magnolia Court NC010 -16A	Knollwood Court NC010 -17
Austin Acres NC010 -19	Brantwood Court NC010 -21
Dudley Court NC010 -22	

- Other (list policies and developments targeted below)

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments

- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Preference for working families.

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

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

Macon Court NC010 -3,4	Bayview Homes NC010 -5
Kings Terrace NC010 -14	Manteo Circle NC010 -8
Eastover Terrace NC010 -6	Sampson Homes NC010 -7
Dogwood Circle NC010 -12	Brookside Manor NC010 -11
Winfrey Court NC010 -15,18	Mercer Court NC010-16B
Magnolia Court NC010 -16A	Knollwood Court NC010 -17
Austin Acres NC010 -19	Brantwood Court NC010 -21
Dudley Court NC010 -22	

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

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

B. Section 8

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

(1) Eligibility

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

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

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug -related activity
- Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project -based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

- a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

- The Section 8 Administrative Plan

- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

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

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

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

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

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

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

f. Rent re-determinations:

1. Between income re-examinations, 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
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)

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

(2) Flat Rents

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

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

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(listbelow)

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(listbelow)

(2) Minimum Rent

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

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

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

5. Operations and Management

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year	Expected Turnover
--------------	----------------------------------	-------------------

	Beginning	
PublicHousing		
Section8Vouchers		
Section8Certificates		
Section8ModRehab		
SpecialPurposeSection8Certificates/Vouchers (listindividually)		
PublicHousingDrug EliminationProgram (PHDEP)	N/A	
OtherFederal Programs(list individually)		

C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24CFR Part 903.79 (f)]

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

A. Public Housing

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

If yes, list addition to federal requirements below:

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

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

B. Section 8 Tenant -Based Assistance

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

If yes, list addition to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24CFR Part 903.79(g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment : nc010a01

-or-

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

(2) Optional 5 -Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment nc010b01

-or-

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

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

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

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

1. Development name :

2. Development (project) number:

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

Revitalization Plan under development

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

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

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

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

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (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: BAYVIEW HOMES
1b. Development (project) number: NCO10 -5
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/>

Submitted, pending approval <input type="checkbox"/>
Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (30 JULY 2003)
5. Number of units affected: 25
6. Coverage of action (select one)
<input type="checkbox"/> Part of the development
<input checked="" type="checkbox"/> Total development
7. Timeline for activity:
a. Actual or projected start date of activity: 1 JANUARY 2004
b. Projected end date of activity: 30 JULY 2004

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

[24 CFR Part 903.79(i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type:
Occupancy by only the elderly <input type="checkbox"/>

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24CFR Part 903.79(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 FY1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete as 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 HOPEVI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPEVI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

Eastern Carolina Regional Housing Authority has conducted an initial assessment of converting its public housing developments listed below to tenant based assistance. Based on this assessment, it has been determined that none of the developments meet the criteria for conversion, due to the lack of sufficient private landlords willing to participate in a tenant based assistance program. Therefore, conversion would be inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

Macon Court NC010 -3,4
Kings Terrace NC010 -14
Eastover Terrace NC010 -6

Bayview Homes NC010 -5
Manteo Circle NC010 -8
Sampson Homes NC010 -7

DogwoodCircleNC010 -12
WinfreyCourtNC010 -15,18
MagnoliaCourtNC010 -16A
AustinAcresNC010 -19
DudleyCourtNC010 -22

BrooksideManorNC010 -11
MercerCourtNC010 -16B
KnollwoodCourtNC010 -17
BrantwoodCourtNC010 -21

**C.ReservedforConversionspursuanttoSection33oftheU.S.HousingActof
1937**

11.HomeownershipProgramsAdministeredbythePHA

[24CFRPart903.79(k)]

A.PublicHousing

Exemptionsfrom Component11A:Section8onlyPHAsarenotrequiredtocomplete11A.

1. Yes No: DoesthePHAadministeranyhomeownershipprograms administeredbythePHAunderanapprovedsection5(h) homeownershipprogram(42U.S.C.1437c(h)),oranapproved HOPEIprogram(42U.S.C.1437aaa)orhasthePHAappliedor plantoapplytoadministeranyhomeownershipprogramsunder section5(h),theHOPEIprogram,orsection32oftheU.S. HousingActof1937(42U.S.C.1437z -4). (If“No”,skipto component11B;if“yes”,completeoneactivitydescriptionfor eachapplicableprogram/plan,unleseligibletocompletea streamlinedsubmissiondueto **smallPHA** or **highperforming PHA**status.PHAscompletingstreamlinedsubmissions may skiptocomponent11B.)

2.ActivityDescription

- Yes No: HasthePHAprovidedallrequiredactivitydescription informationforthiscomponentinthe **optionalPublicHousing AssetManagementTable**?(If“yes”,skipto component12.If “No”,completetheActivityDescriptiontablebelow.)

**PublicHousingHomeownershipActivityDescription
(Completeoneforeachdevelopmentaffected)**

- 1a.Developmentname:
1b.Development(project)number:

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA -established eligibility criteria

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

12. PHA Community Service and Self-Sufficiency Programs

[24CFR Part 903.79(1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA 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? DD/MM/YY

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programsto 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 home ownership option participation
- Preference/eligibility for section 8 home ownership option participation
- Other policies (list below)

b. Economic and Social Self-Sufficiency Programs

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

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

(2) Family Self Sufficiency Program/s

a. Participation Description

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

Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79(m)]

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

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

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

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

2. What information or data did the PHA use to determine the need for PHA 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 anti-crime/anti-drug programs
- Other (describe below)

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

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

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

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

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

C.CoordinationbetweenPHAandthepolice

1.DescribethecoordinationbetweenthePHAandtheappropriatepoliceprecinctsfor carryingoutcrimepreventionmeasuresandactivities:(selectallthatapply)

- Policeinvolvementindevelopment,implementation,and/orongoing evaluationofdrug -eliminationplan
- Policeprovidecrimedatatohousingauthoritystaffforanalysisandaction
- Policehaveestablishedaphysicalpresenceo nhousingauthorityproperty(e.g., communitypolicingoffice,officerinresidence)
- Policeregularlytestifyinandotherwisesupportevictioncases
- PoliceregularlymeetwiththePHAmangementandresidents
- AgreementbetweenPHAandlocallawenforcementagencyforprovisionof above-baselinelawenforcementservices
- Otheractivities(listbelow)

2.Whichdevelopmentsaremostaffected?(listbelow)

D.Additionalinformationas requiredbyPHDEP/PHDEPPlan

PHAseligibleforFY2000PHDEPfundsmustprovideaPHDEPPlanmeetingspecifiedrequirements priortoreceiptofPHDEPfund.

- Yes No:Is thePHAeligibletoparticipateinthePHDEPin thefiscalyear coveredbythisPHAPlan?
- Yes No:Has thePHAincludedthePHDEPPlanforFY2000inthisPHA Plan?
- Yes No:ThisPHDEPPlanisanAttachment.(AttachmentFilename: ____)

14.RESERVEDFORPETPOLICY

[24CFRPart903.79(n)]

15.CivilRightsCertifications

[24CFRPart903.79(o)]

CivilrightscertificationsareincludedinthePHAPlanCertificationsofCompliance withthePHAPlansandRelatedRegulations.

16.FiscalAudit

[24CFRPart903.79(p)]

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

17. PHA Asset Management

[24CFR Part 903.79(q)]

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

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

18. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

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

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

Attached at Attachment (Filename)

Provided below:

Residents of Macon Court (NC010 -3&4) want floor tile throughout units replaced. Elderly residents want rail on porch steps for balance.

Residents of Kings Terrace (NC010 -14) want their bathrooms remodeled.

Residents of Bayview Homes (NC010 -5) were very interested in the Housing Authority's proposal to demolish their development and the possibility of new construction.

Residents of Manteo Circle (NC010 -8) want their bathrooms remodeled and replacement windows for each unit.

Residents of Winfrey Court (NC010 -15&18) and Brookside Manor (NC010 -11) want larger kitchen ranges and closet doors.

Residents of Brantwood Court (NC010 -21) requested the doors to the utility rooms be replaced as a top priority. They also listed replacing the roofs, kitchen cabinets, range hoods, floor tile and baseboards, and closet doors as second priority items. When this is completed, they wanted the playground upgraded and the trees trimmed.

Residents of Knollwood Court (NC010 -17) submitted a list of items that included: Parameter Fencing, new windows, carpet, closet doors, remodel bathrooms, playground equipment and newscreen doors. They also wanted traffic from people living outside of the community curtailed.

Residents of Magnolia Court (NC010 -16) want back doors and new floor tile.

Residents of Austin Acres (NC010-19) want doors to utility rooms replaced, replacement windows, parking lot relined and the playground equipment moved.

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

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was there a 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 NORTH CAROLINA
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 1. Assister earning 0 –30% of MFI
 2. Assister earning 51 –80% of MFI
 3. Support Fair Housing Laws
 4. Maintaining membership in various regional and state organizations
- Other: (list below)

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

The Consolidated Plan 5 Year Housing Strategy lists as a high priority need the assistance of renter earning 0 –30% of the Medium Family Income. The state strategy has identified new construction, rehabilitation of rental units, rental assistance and supportive services as the primary activities required to address this need. The state through its Division of Community Assistance has allocated CDBG and state funds to support the activities of this strategy.

D. Other Information Required by HUD

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

Definition of “Substantial Deviation and Significant Amendment/Modification”:

Criteria for determining substantial deviation for Five Year Plan and significant amendment or modification to Five Year and Annual Plans:

Substantial deviation or significant amendments or modifications are defined as ; discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners and the public comment process.

Attachments

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

PHA Plan Table Library

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

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment -Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2 -19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**AnnualStatement
CapitalFundProgram(CFP)PartIII:ImplementationSchedule**

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)

Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
Description of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years					

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Eastern Carolina Regional Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P01050103 Replacement Housing Factor Grant No:		Federal FY of Grant: 2003	
<input checked="" type="checkbox"/> Original Annual Statement Reserve <input type="checkbox"/> for Disasters/Emergencies Revised Annual <input type="checkbox"/> Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	114,000.00	-	-	-
4	1410 Administration	116,608.00	-	-	-
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000.00	-	-	-
8	1440 Site Acquisition				
9	1450 Site Improvement	180,000.00			
10	1460 Dwelling Structures	679,000.00	-	-	-
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				

CC: Commissioners
 RMcLawhon
 DRoseborough
 RLancaster
 5-Year Plan File

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

PHAName: Eastern Carolina Regional Housing Authority	Grant Type and Number Capital Fund Program Grant No: NC19P01050103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement Reser or Disasters/Emergencies Revised Annu 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	
20	1502 Contingency	46,475.00	-	-	-
21	Amount of Annual Grant: (sum of lines.....)	\$ 1,166,083.00	\$ -	\$ -	\$ -
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				
25	Amount of Line 21 related to Security--Hard Costs				
26	Amount of line 21 Related to Energy Conservation				

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

PHAName:		Grant Type and Number					Federal FY of Grant:	
EASTERN CAROLINA REGIONAL HOUSING AUTHORITY		Capital Fund Program Grant No: NC19P01050103 Replacement Housing Factor Grant No:					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	
1. NC10-11	SEWER LINES	1450	90 Units	\$ 180,000.00	-	-	-	
BROOKSIDE	INSULATED WINDOWS	1460	90 Units	\$ 216,000.00	-	-	-	
MANOR								
	SUBTOTAL			\$ 396,000.00	-	-	-	
2. NC10-14	INSULATED WINDOWS	1460	60 Units	\$ 144,000.00	-	-	-	
KINGSTERRACE								
	SUBTOTAL			\$ 144,000.00	-	-	-	
3. NC10-15&18	INSULATED WINDOWS	1460	90 Units	\$ 216,000.00	-	-	-	
WINFREY COURT								
	SUBTOTAL			\$ 216,000.00	-	-	-	
4. NC10-19	INSULATED WINDOWS	1460	43 Units	\$ 103,000.00	\$ -	\$ -	\$ -	
AUSTIN ACRES								
	SUBTOTAL			\$ 103,000.00	\$ -	\$ -	\$ -	
5. PHAWIDE	SALARIES, TECHNICAL & NONTECHNICAL							
ADMIN	PORTIONS OF STAFF; SUPPLIES							
EXPENSE	TRAVEL, LEGAL & SUNDRY EXPENSE	1410	PHAWIDE	\$ 116,608.00	\$ -	\$ -	\$ -	
	SUBTOTAL			\$ 116,608.00	-	-	-	

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

PHAName: EASTERN CAROLINA REGIONAL HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: NC19P01050103 Replacement Housing Factor No:	Federal FY of Grant: 2003
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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	
NC10-11 BROOKSIDE MANOR	12/31/04			12/31/05			
NC10-14 KINGSTERRACE	12/31/04			12/31/05			
NC10-15&18 WINFREY COURT	12/31/04			12/31/05			
NC10-19 AUSTIN ACRES	12/31/04			12/31/05			

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHAName EASTERN CAROLINA		REGIONAL HOUSING AUTHORITY		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: 1		
A. Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: PHAFY:2004	Work Statement for Year 3 FFY Grant: PHAFY:2005	Work Statement for Year 4 FFY Grant: PHAFY:2006	Work Statement for Year 5 FFY Grant: PHAFY:2007	
NC10-3MACONCOURTI	See Annual Statement	80,000.00	84,000.00	40,000.00	148,000.00	
NC10-4MACONCOURTII		48,000.00	50,000.00	24,000.00	-	
NC10-5BAYVIEWHOMES		-	-	-	-	
NC10-6EASTOVERTERRACE		-	174,000.00	35,000.00	-	
NC10-7SAMPSONHOMES		-	174,000.00	35,000.00	-	
NC10-8MANTEOCIRCLE		200,000.00	105,000.00	-	-	
NC10-11BROOKSIDEMANOR		315,000.00	-	333,000.00	-	
NC10-12DOGWOOD&BBUTLER		-	-	-	370,000.00	
NC10-14KINGSTERRACE		-	-	-	222,000.00	
NC10-15&18WINFREYCOURT		-	-	-	90,000.00	
NC10-16MAGNOLIA&MERCER		-	105,000.00	-	50,000.00	
NC10-17KNOLLWOODCOURT		12,000.00	84,000.00	-	-	
NC10-19AUSTINACRES		-	-	267,000.00	-	
NC10-21BRANTWOODCOURT		162,000.00	76,000.00	133,000.00	-	
NC10-22DUDLEYCOURT		-	42,000.00	-	-	
B.MANAGEMENTIMPROVEMENTS			114,000.00	114,000.00	114,000.00	114,000.00
C.HA-WIDENONDWELLING						
STRUCTUREANDEQUIPMENT		-	-	-	-	
D.ADMINISTRATION		116,608.00	116,608.00	116,608.00	116,608.00	
E.COLLATERIZATIONORDEBT						
SERVICES		-	-	-	-	
F.OTHER		118,475.00	41,475.00	68,475.00	55,475.00	
CFPFundsListedfor 5-yearplanning		1,166,083.00	1,166,083.00	1,166,083.00	1,166,083.00	
ReplacementHousing FactorFunds						

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

Activities for Year 1	Activities for Year: <u>02</u> FFY Grant: 2004 PHAFY:			Activities for Year: <u>03</u> FFY Grant: 2005 PHAFY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NC10-3MACONCOURTI			NC10-3MACONCOURTI		
Annual	REROOF	40Units	80,000.00	INSULATEDWINDOWS	40Units	84,000.00
Statement						
	NC10-4MACONCOURTII			NC10-4MACONCOURTII		
	REROOF	24Units	48,000.00	INSULATEDWINDOWS	24Units	50,000.00
	NC10-8MANTEOCIRCLE			NC10-6EASTOVERTERRACE		
	FLOORS&BASEBOARD	50Units	200,000.00	INSULATEDWINDOWS	35Units	74,000.00
				FLOORS&BASEBOARD	35Units	100,000.00
	NC10-11BROOKSIDEMANOR					
	BATHROOMRENOVATION	90Units	315,000.00	NC10-7SAMPSONHOMES		
				INSULATEDWINDOWS	35Units	74,000.00
	NC10-17KNOLLWOODCOURT			FLOORS&BASEBOARD	35Units	100,000.00
	TERMITETREATMENT	40Units	12,000.00			
				NC10-8MANTEOCIRCLE		
	NC10-21BRANTWOODCOURT			INSULATEDWINDOWS	50Units	105,000.00
	REROOF	36Units	72,000.00			
	KITCHENCABINETS}			NC10-16MAGNOLIA&MERCERCOURT		
	SINK&FIXTURES }	36Units	90,000.00	INSULATEDWINDOWS	50Units	105,000.00
				NC10-17KNOLLWOODCOURT		
				INSULATEDWINDOWS	40Units	84,000.00
Total CFPEstimatedCost			\$ 817,000.00			

RESIDENT ASSESSMENT – FOLLOW – UP PLAN 2003

Based on the results of the year 2001 Resident Survey, Eastern Carolina Regional Housing Authority has developed and implemented the following plan to enhance safety and neighborhood appearance of its communities.

SAFETY:

Residents Concerns : Crime prevention programs not available to residents.

Discussion: We have Police Substation in seven (7) out of ten (10) cities. The Police Departments are located within one (1) mile of four developments in the cities without substations. Local law enforcement and on site management work closely to establish crime prevention programs within the communities and communicate with residents on a regular basis. Residents are informed about Crime Prevention Programs at Resident Meeting and through Housing Authority's Newsletters.

Planned Actions: Management will continue to educate its residents on Crime Prevention Programs. Management will also encourage residents to form Crime Prevention Programs through Resident Councils.

NEIGHBORHOOD APPEARANCE:

Residents Concerns: General appearance of neighborhood is unfavorable due to litter, broken glass, and upkeep of parking areas and playgrounds and noise.

Discussion: Appearance of neighborhood is primarily a result of residents and guest failing to dispose of trash and debris properly. Management through its use of the maintenance staff to pick up litter, rules against littering, and charges for those violating the rules, have made significant progress in correcting this behavior.

Planned Actions: Implement Community Beautification Projects as a means to satisfy Community Service Requirements. Continue to aggressively enforce rules and charges pertaining to littering.

Residents Concerns: Residents unsatisfied with the appearance of recreation areas.

Discussion: In those communities where playgrounds exist, the equipment was old and needs to be replaced.

Planned Actions: Management has installed new playground equipment in some of its communities and budgeted funds in its Capital Fund to replace the remaining equipment.

Resident Concerns: Rodents and insects (indoors) are a problem within the units.

Discussion: Management has in place an aggressive infestation policy for treatment and eradication of rodents and insects within the units.

Planned Actions: Management will continue to educate its residents on the steps they can take to reduce the suitability of their unit for insects or rodents. Through its inspection program, management will identify those units experiencing problems and take immediate action to eliminate the problem. Management will also take action to terminate the lease of those residents refusing to maintain the unit in a sanitary manner.

The management of Eastern Carolina Regional Housing Authority strongly believes that the actions stated in this plan will play a significant role in improving the satisfaction of the residents living in its communities.

**RESIDENT ADVISORY BOARD
EASTERN CAROLINA REGIONAL HOUSING AUTHORITY**

<u>MEMBER NAME/ADDRESS</u>	<u>LOCATION</u>
Mr. William Manley 536 N. Church Street Clayton, NC 27520	Austin Acres Clayton, N.C.
Ms. Patricia A. Thomas 115 Knollwood Court, Apt A Angier, NC 27501	Knollwood Court Angier, N.C.
Ms. Mary Hicks 110 Magnolia Court Magnolia, NC 28518	Magnolia Court Magnolia, NC
Ms. Michelle Shavers 112 JL Drive Jacksonville, NC 28540	Dudley Court Jacksonville, NC
Ms. Valerie Morrissey 239 Dogwood Circle Clinton, NC 28329	Dogwood Circle Clinton, NC
Ms. Julynn Washington 228 Brantwood Court Roseboro, NC 28329	Brantwood Court Roseboro, NC
Ms. Antoinette Williams 112 Mercer Court P.O. Box 1045 Beulaville, NC 28518	Mercer Court Beulaville, NC 28518
Mr. John Inman 441 Macon Court Morehead City, NC 28557	Macon Court Morehead City, NC
Ms. Laraine Henderson 836 Manteo Circle Havelock, NC 28532	Manteo Circle Havelock, NC
Mr. Dock Bryant 434 West Seymour Drive Goldsboro, NC 27530	Brookside Manor Goldsboro, NC

PROGRESS IN MEETING THE 5 YEAR PLAN MISSION AND GOALS

Eastern Carolina Regional Housing Authority has made significant progress in accomplishing the goals of its 5 year plan. Accomplishments are indicated below:

1. Expand the supply of assisted housing:

Management staff has attended conferences offered by The Department of Housing and Urban Development, NCHousing Finance Agency, The National Development Council and various trade organizations to enhance their knowledge of assisted housing development and production.

The Executive Director and Deputy Executive Director have attained N.C. Real Estate Broker's Licenses.

The Housing Authority's Board of Commissioners has established a non-profit development company, with the mission of developing low-income assisted housing within the 10 county jurisdiction of the Housing Authority.

The Development Company has entered into a partnership with a for-profit Development Company and has submitted two applications for low income housing tax credits to build two developments of low income housing.

2. Improve the quality of assisted housing.

Eastern Carolina Regional Housing Authority received the designation of High Performer for the fiscal year ending September 30, 2002. Management contemplates a continued designation of High Performer based on management indicators for the fiscal year ending September 30, 2003.

3. Provide an improved living environment:

Management implemented a preference for working families and established flat rents in an effort to deconcentrate poverty within its developments.

The Housing Authority has continued its relationship with local law enforcement agencies to increase the safety and security of its communities by absorbing limited activities within its operating budget and capital fund program.

4. Promote self-sufficiency and asset development of assisted households:

The Housing Authority's management has continued its coordination with local Community colleges and Human Services agencies to make various self-sufficiency activities available to its resident.

5. Ensure equal opportunity and affirmatively further fair housing:

Training of employees on laws governing fair housing and equal opportunity is ongoing. Bulletin boards are being reviewed and updated.

EASTERN CAROLINA REGIONAL HOUSING AUTHORITY
MAINTENANCE AND SERVICE CHARGE POLICY
September 1, 2003

Listed on the attached sheet are the charges that will be instituted by the Eastern Carolina Regional Housing Authority effective September 1, 2003. There is no charge for repairing or replacing any item due to normal wear and tear, or for servicing an Housing Authority installed appliance or fixture that does not work, providing that the item has not been damaged or rendered inoperable by the resident, household member or guest. Damage caused to the unit by the resident, household members or guests are the sole responsibility of the resident.

Residents are required to request repairs to the unit, or servicing of Housing Authority installed appliances as soon as the damage or defect is discovered. Routine Work Orders should be called in during normal work hours. Residents should call the project management office at their location to submit a routine work order request. Emergency Work Orders should be called into the project management office or directly to call maintenance personnel after normal duty hours. The telephone number for the on-call maintenance person at your location is posted at the project management office and in the Resident's Handbook.

Residents are advised that calling in maintenance personnel after normal work hours for non-emergency repairs will result in a \$20.00 service charge. The following are damage or repairs that meet the criteria for after hours Emergency Work Orders:

- a. Gas leaks (smell or sound)
- b. Broken water pipes inside or outside of unit
- c. Electrical shortage or loss of power
- d. Hot water heater (leaking or busted)
- e. Heating failures (Oct 15 thru May 15), outside temperature must be less than 50 degrees.
- f. All Fires
- g. Clogged sewer mains (if sewer backup into tub or overflows from commode to floor).
- h. Broken out window or door that jeopardizes the security of the unit.

Maintenance personnel will charge residents that do not clean their unit when they vacate the unit the following fees for cleaning the unit:

- | | | |
|----|----------|----------------|
| a. | \$250.00 | 5 bedroom Unit |
| b. | \$240.00 | 4 bedroom Unit |
| c. | \$230.00 | 3 bedroom Unit |
| d. | \$220.00 | 2 bedroom Unit |
| e. | \$210.00 | 1 bedroom Unit |
| f. | \$200.00 | 0 bedroom Unit |

Residents that partially clean the unit prior to vacating will be charged based on the attached list for each item cleaned by the maintenance personnel. Charges for cleaning will be added to the charges for repairing damage to the unit or removing discarded furniture or trash from the unit.

Attachment 1 ECRHAP Price for Parts

**EASTERN CAROLINA REGIONAL HOUSING AUTHORITY
NC10 – ALL PROJECTS
MAINTENANCE PRICE LIST**

Description	Cost
ClosetRod	4.75
BasketStrainer	3.75
BathroomLightFixture	21.00
BedroomLightFixture	14.50
BurnerPan	5.75
ButterDish	4.25
CleanBathroom	40.00
CleanCabinet	32.75
CleanFloors,PerRoom	13.25
CleanGarbageCan	25.25
CleanRange	34.75
CleanRefrigerator	29.75
CleanRooftop	22.25
CleanSink	13.00
CleanYards	25.00
CommodeSeat	11.25
CommodeTank	64.75
Commode,Complete	83.75
MiniBlinds(AllSizes)	8.25
DoorKeyReplacement	3.75
DoorStops,each	3.25
Faucet(Complete)	84.75
RangeHoodFilter	13.75
FloorTile(PerTile)	3.75
GarbageContainer	(CityFurnishes)95.00
GarbageContainerLid(whereapplicable)	(CityFurnishes)25.00
GratesforRange(Gas)	7.75
HallLightFixture	16.00
HoodRange	94.50
IceTray,each	3.25
InsideDoor	64.50
InsulatedWindowGlass,15'andUnder	49.75
InsulatedWindowGlass,16'andOver	59.75
KitchenLightFixture	34.75
LavatoryStems	23.00
Livingroom CeilingFan	64.75
MailBoxKeys	6.25
MailBoxLocks(ReplaceLock)	25.25
MedicineCabinet	94.75
OutsideDoor(Metal)	209.50
OutsideDoor(Wood)	169.50
OutsideDoorLock,ReplaceorChange	33.75
OutsideLightFixture	19.75
OutsideWallReceptacleCover	6.50

OvenDoorHandle	9.25
PaperHolder	2.00
PaperHolderwithStud	1.50
PassageDoorLock	15.75
RangeKnobs	5.75
RefrigeratorDoorBarsandCaps	17.50
RemovingTrashfromApartment	44.75
SteelScreenDoor	204.25
RefrigeratorBottomDrawer	21.25
ShowerRod	7.25
SmokeAlarm	8.75
StainlessSteelSplashBoard	57.25
StainlessSteelPanelforScreenDoor	57.25
StormWindowGlass(WithoutFrame)	25.25
SwitchCoverPlate/ReceptaclePlateCover	1.75
TakeupCommodetoUnstopit	39.75
TowelBar	4.75
TowelBarwithStud	19.75
UnstopBathroomSink	17.25
UnstopCommode	27.25
UnstopKitchenSink	17.25
WallThermostatHeatandAC	49.75
WindowGlass,Single,Each(WithoutFrame)	12.75
WindowScreenwithFrame	22.25
WindowScreen,Repair	12.00
StainlessSteelWindowScreen"Complete"	201.00
ScreenDoorClosure	6.25
ScreenDoorHandle	6.25
RefrigeratorDoorGasketTopandBottom (Each)	37.50

ITEMSNOTLISTEDWILLBE CHARGEDAT
CURRENT MARKET PRICES

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)]

**Eastern Carolina Regional Housing Authority
300 Myers Avenue
P.O. Box 1315
Goldsboro, NC 27533 -1315**

Voluntary Conversion Initial Assessments FY2001

1. Eastern Carolina Regional Housing Authority has seventeen (17) developments that are subject to the Required Initial Assessments and one development, which is exempt from this assessment based on the exemption for elderly and/or disabled development.

2. Developments where the Initial Assessment is required:

a.	Macon Court I	NC010-3	40 Units
b.	Macon Court II	NC010-4	24 Units
c.	Bayview Homes	NC010-5	25 Units
d.	Kings Terrace	NC010-14	60 Units
e.	Eastover Terrace	NC010-6	35 Units
f.	Sampson Homes	NC010-7	35 Units
g.	Manteo Circle	NC010-8	50 Units
h.	Dogwood Circle	NC010-12	70 Units
i.	Brookside Manor	NC010-11	90 Units
j.	Winfrey Court I	NC010-15	40 Units
k.	Winfrey Court II	NC010-18	50 Units
l.	Magnolia Court	NC010-16A	26 Units
m.	Mercer Court	NC010-16B	24 Units
n.	Knollwood Court	NC010-17	40 Units
o.	Austin Acres	NC010-19	43 Units
p.	Brantwood Court	NC010-21	36 Units
q.	Dudley Court	NC10-22	21 Units

3. Development where Initial Assessment is not required:

Bryon Butler Court NC010-12 30 Units

4. Initial Assessments have been completed for seventeen (17) covered developments as indicated below:

- a. Macon Court I, a general occupancy development located in Morehead City, North Carolina. The city is located in Carteret County in Eastern North Carolina. The county has a population of 59,383 with an area medium income of \$31,746.00. The average income of the residents of Macon Court II is \$12,563.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of

this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).

- b. Macon Court II, a general occupancy development located in Morehead City, North Carolina. The city is located in Carteret County in Eastern North Carolina. The county has a population of 59,383 with an area medium income of \$31,746.00. The Average income of the residents of Macon Court II is \$12,563.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- c. Bayview Homes, a general occupancy development located in Morehead City, North Carolina. The city is located in Carteret County in Eastern North Carolina. The county has a population of 59,383 with an area medium income of \$31,746.00. The Average income of the residents of Bayview Homes is \$9,828.00. This project has been scheduled for demolition in FY2004 or FY2005. Housing Authority will seek replacement voucher to support this activity.
- d. Kings Terrace, a general occupancy development located in Morehead City, North Carolina. The city is located in Carteret County in Eastern North Carolina. The county has a population of 59,383 with an area medium income of \$31,746.00. The Average income of the residents of Kings Terrace is \$10,511.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- e. Manteo Circle, a general occupancy development located in Havelock, North Carolina. The city is located in rural Craven County in Eastern North Carolina. The county has a population of 91,436 with an area medium income of \$30,410.00. The Average income of the residents of Manteo Circle is \$11,250.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- f. Eastover Terrace, a general occupancy development located in Clinton, North Carolina. The city is located in rural Sampson County in Eastern North Carolina. The county has a population of 60,161 with an area

medium income of \$27,173.00. The Average income of the residents of Eastover Terrace is \$7,274.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).

- g. Sampson Homes, a general occupancy development located in Clinton, North Carolina. The city is located in rural Sampson County in Eastern North Carolina. The county has a population of 60,161 with an area medium income of \$27,173.00. The Average income of the residents of Eastover Terrace is \$8,047.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- h. Brookside Manor, a general occupancy development located in Goldsboro, North Carolina. The city is located in rural Wayne County in Eastern North Carolina. The County has a population of 113,329 with an area medium income of \$29,041.00. The Average income of the residents of Brookside Manor is \$9,805.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- i. Winfrey Court I, a general occupancy development located in Goldsboro, North Carolina. The city is located in rural Wayne County in Eastern North Carolina. The county has a population of 113,329 with an area medium income of \$29,041.00. The Average income of the residents of Winfrey Court I is \$10,033.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- j. Winfrey Court II, a general occupancy development located in Goldsboro, North Carolina. The city is located in rural Wayne County in Eastern North Carolina. The county has a population of 113,329 with an area medium income of \$29,041.00. The Average income of the residents of Winfrey Court II is \$10,033.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).

- k. Magnolia Court, a general occupancy development located in Magnolia, North Carolina. The city is located in rural Duplin County in Eastern North Carolina. The county has a population of 49,063 with an area medium income of \$26,715.00. The Average income of the residents of Magnolia Court is \$9,731.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- l. Mercer Court, a general occupancy development located in Beulaville, North Carolina. The city is located in rural Duplin County in Eastern North Carolina. The county has a population of 49,063 with an area medium income of \$26,715.00. The Average income of the residents of Mercer Court is \$8,733.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- m. Dogwood Circle, a general occupancy development located in Clinton, North Carolina. The city is located in rural Sampson County in Eastern North Carolina. The county has a population of 60,161 with an area medium income of \$27,173.00. The Average income of the residents of Dogwood Circle is \$8,820.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- n. Brantwood Court, a general occupancy development located in Roseboro, North Carolina. The city is located in rural Sampson County in Eastern North Carolina. The county has a population of 45,000 with an area medium income of \$27,173.00. The Average income of the residents of Brantwood Court is \$8,622.00. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- o. Dudley Court, Jacksonville, North Carolina. The city is located in rural Onslow County in Eastern North Carolina. The County has a population of 150,355 with an area medium income of \$27,372.00. The Average income of the residents of Dudley Court is \$18,101.00. The county has a large military population with extreme demand for low and moderate

priced commercial rental housing. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).

- p. Austin Acres, a general occupancy development located in Clayton, North Carolina. The city is located in rural Johnston County in Eastern North Carolina. The county has a population of 121,965 with an area medium income of \$34,081.00. The Average income of the residents of Austin Acres is \$14,008.00. Wake County and the Raleigh, North Carolina metropolitan area, border Johnston County. This area has an extreme demand for low and moderate price commercial rental housing. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).
- h
- q. Knollwood Court, a general occupancy development located in Angier, North Carolina. The city is located in rural Harnett County in Eastern North Carolina. The county has a population of 91,025 with an area medium income of \$29,080.00. The Average income of the residents of Knollwood Court is \$12,329.00. Wake County and the Raleigh, North Carolina metropolitan area, border Harnett County. This area has an extreme demand for low and moderate price commercial rental housing. Due to the unavailability to landlords willing to participate in the tenant based assistance program, conversion of this development may be inappropriate because of removal of the development would not meet the necessary condition for voluntary conversion described at 972.200(c).

OPERATING BUDGET REVISION 1
ANNUAL CONTRIBUTIONS CONTRACT A-4304
NC10-3,4,5,6,7,8,11,12,14,15,16,17,18,19,21&22
FISCAL YEAR ENDING SEPTEMBER 30, 2003

	APPROVED BUDGET ENDING 9-30-03 PUM(8772 UNIT MOS.)		REVISED BUDGET FYE 9-30-03 PUM(8772 UNIT MOS.)	
<u>OPERATING RECEIPTS</u>				
Dwelling Rental	114.91	1,008,000	117.42	1,030,000
Other Income	10.77	94,500	11.05	96,900
TOTAL OPERATING REVENUE	125.68	1,102,500	128.47	1,126,900
<u>OPERATING EXPENDITURES</u>				
Administration:				
Tenant Services	2.74	23,999	2.74	23,999
Recreation, Publications, Other	0.00	-	0.00	-
Salaries, Administration	52.75	462,712	52.75	462,712
Salaries, Drug Program	4.60	40,339	4.60	40,339
Legal Expense	3.42	30,000	3.42	30,000
Travel	3.88	34,000	3.99	35,000
Accounting & Audit Fees	0.57	5,000	0.55	4,800
Sundry	8.44	74,000	9.25	81,120
Total Administrative Expense	76.39	670,050	77.29	677,970
<u>UTILITIES</u>				
Water	11.63	102,000	12.20	107,000
Electricity	6.38	56,000	6.38	56,000
Gas	0.63	5,500	0.65	5,700
Other Utilities	17.33	152,000	18.52	162,500
Total Utilities	35.97	315,500	37.76	331,200
<u>ORDINARY MAINTENANCE AND OPERATIONS</u>				
Labor	42.46	372,456	42.46	372,456
Materials	14.14	124,000	17.10	150,000
Contract Costs	21.33	187,100	21.59	189,350
Total Ordinary Maintenance and Operations	77.92	683,556	81.15	711,806
<u>GENERAL EXPENSE</u>				
Terminal Leave Payments	0.63	5,500	0.26	2,250
Insurance	13.45	118,000	14.36	126,000
Payment in Lieu of Taxes	6.87	60,250	7.00	61,420
Employee Benefits Contribution	42.18	370,000	42.18	370,000
Collection Losses	7.41	65,000	7.41	65,000
Total General Expense	70.54	618,750	71.21	624,670
Total Operating Exp before Depreciation	260.81	2,287,856	267.40	2,345,646

OPERATING BUDGET REVISION 1
ANNUAL CONTRIBUTIONS CONTRACT A-4304
NC10-3,4,5,6,7,8,11,12,14,15,16,17,18,19,21&22
FISCAL YEAR ENDING SEPTEMBER 30, 2003

	<u>APPROVED BUDGET</u> ENDING 9-30-03 PUM(8772 UNIT MOS.)		<u>REVISED BUDGET</u> FYE 9-30-03 PUM(8772 UNIT MOS.)	
Operating Loss before Depreciation	(135.13)	(1,185,356)	(138.94)	(1,218,746)
Depreciation Expense	101.69	892,000	89.23	782,763
OPERATING LOSS	(236.82)	(2,077,356)	(228)	(2,001,509)
<u>NON OPERATING REVENUE (EXPENSE)</u>				
HUD Operating Subsidy	133.19	1,168,300	132.10	1,158,747
Interest Income	4.39	38,500	2.75	24,100
Casualty Losses	0.00	-	0.00	-
Loss on Disposition of Equipment	0.00	-	0.00	-
Total Nonoperating Revenue (Expense)	137.57	1,206,800	134.84	1,182,847
NET INCOME/LOSS	(99.24)	(870,556)	(93)	(818,662)
HUD ADJUSTMENTS: (GAAP Nonbudget Items)				
Replacement of Equipment		(21,444)		(44,944)
Extraordinary Expense		-		(13,738)
Prior Year Adjustments		-		24,083
Depreciation Addback		892,000		782,763
RESIDUAL RECEIPTS BEFORE RESERVES	0.00	-	(8.04)	(70,498)
LESS PROVISION FOR OPERATING RESERVE	0.00	-	(8.04)	(70,498)
RESIDUAL RECEIPTS AFTER RESERVE	0.00	-	0.00	-
ACTUAL RESERVES 9-30-02	1,503,372			
EST. GAIN OR LOSS	(70,498)			
ESTIMATED RESERVES 9-30-03	1,432,874			
HUD Recommended Reserves:				
50% of Operating Expenses		\$1,172,823		

|

**REVISED OPERATING BUDGET
Statement of Changes
FOR FISCAL YEAR ENDING 9-30-03**

OPERATING INCOME

Dwelling Rental

Increased due to more rental income than anticipated.

Budgeted Amount	1,008,000	
Revised Amount	1,030,000	(22,000)

Other Income

More Maintenance Costs Charged to Residents

Budgeted Amount	94,500	
Revised Amount	96,900	(2,400)

Total Increase in Operating Revenue (24,400)

NON OPERATING REVENUES:

Subsidy Decrease

HUD Adjustments to PFS 9553

Interest On General Fund Investment

Decreased due to lower rate of interest than anticipated.

Budgeted Amount	38,500	
Revised Amount	24,100	14,400

Total Nonoperating Revenue Decrease 23,953

TOTAL REVENUE INCREASE (447)

OPERATING EXPENDITURES

Travel

Slight increase.

Budgeted Amount	34,000	
Revised Amount	35,000	1,000

Audit

Lower cost than expected.

Budgeted Amount	5,000	
Revised Amount	4,800	(200)

Sundry

Increase in Sundry expenses.

Budgeted Amount	74,000	
Revised Amount	81,120	7,120

Utilities

Increase in Utility Rates.

Budgeted Amount	315,500	
Revised Amount	<u>331,200</u>	15,700

Materials

Increase in Materials due to repairs for HUD inspections and increased fuel costs.

Budgeted Amount	124,000	
Revised Amount	<u>150,000</u>	26,000

Contract Costs

Slight increase in contract costs.

Budgeted Amount	187,100	
Revised Amount	<u>189,350</u>	2,250

Terminal Leave Payments

Slightly less than anticipated.

Budgeted Amount	5,500	
Revised Amount	<u>2,250</u>	(3,250)

Insurance

Increase in premiums.

Budgeted Amount	118,000	
Revised Amount	<u>126,000</u>	8,000

Payment in Lieu of Taxes

Increased due to higher Rental Income.

Budgeted Amount	60,250	
Revised Amount	<u>61,420</u>	1,170

Total Routine Operating Expenditures Increase57,790**NONOPERATING EXPENSE:****Replacement of Equipment**

Addition to Equipment Items Needed

Budgeted Amount		21,444
Revised Amount		<u>44,944</u>
Replace PHA Accounting System	20000	23500
Increase in Computer Equipment	<u>3500</u>	
	<u><u>23500</u></u>	

ExtraordinaryContractCosts

BudgetedAmount		-	
RevisedAn Amount		<u>13,738</u>	
InstallFlexi-wallinGoldsboro	8406		13,738
RepairFireDamage-511Bayview	1000		
A/CFilterproblems	695		
Computerproblems	<u>3637</u>		
	<u>13738</u>		
TotalNon-RoutineExpendituresIncrease			<u>37,238</u>
TotalIncreaseinOperatingExpenditures			<u>95,028</u>
NetChangeinOperatingExpenditures			<u>94,581</u>
Misc.Adjustment-PriorYear			<u>(24,083)</u>
TOTALNETCHANGE			<u>70,498</u>

OPERATING BUDGET REVISION 1
Schedule of Equipment Requested
Fiscal Year Ending September 30, 2003

Replace Computers & Peripherals	8000	Goldsboro and Spares
Replace Phone System	10000	
Replace Server	5000	
Replace Seals - Lift Pumps	1944	Roseboro
Replace Accounting Software	20000	
	<u>44944</u>	

Extraordinary Expense:

4620.01 David Sims	694.85	A/C Filter Problem	
PHAC Control Systems	<u>3637.32</u>	Server connect problem (103),(308),(411)	
	4332.17		
4610 Tyrone Burney	6525.00	Install Flexi-wall	411
4610.02 ICIDulux Paint Ctrs.	1880.73	Flexi-wall materials	411
4620.04 Fire at Bayview	2900.00		
Less Ins. Pymt	<u>(1900.00)</u>		
	<u>1000.00</u>		
	<u>13737.90</u>		

OPERATING BUDGET
ANNUAL CONTRIBUTIONS CONTRACTA-4304
NC10-3,4,5,6,7,8,11,12,14,15,16,17,18,19,21&22
FISCAL YEAR ENDING SEPTEMBER 30, 2004

	<u>APPROVED BUDGET</u> <u>ENDING 9-30-03</u> <u>PUM(8772 UNIT MOS.)</u>		<u>PROPOSED BUDGET</u> <u>FYE 9-3004</u> <u>PUM(8772 UNIT MOS.)</u>	
<u>OPERATING RECEIPTS</u>				
Dwelling Rental	117.42	1,030,000	117.99	1,035,000
Other Income	11.05	96,900	11.46	100,500
Total Operating Receipts	128.47	1,126,900	129.45	1,135,500
<u>OPERATING EXPENDITURES</u>				
Routine:				
Administration:				
Tenant Services	2.74	23,999	2.79	24,514
Recreation, Publications	0.00	-	-	-
Salaries, Administration	52.75	462,712	55.58	487,553
Salaries, Drug Program	4.60	40,339	5.69	49,953
Legal Expense	3.42	30,000	3.42	30,000
Travel	3.99	35,000	4.10	36,000
Accounting & Audit Fees	0.55	4,800	0.57	5,000
Sundry	9.25	81,120	9.58	84,000
Total Administrative Expense	77.29	677,970	81.74	717,020
<u>UTILITIES</u>				
Water	12.20	107,000	12.48	109,500
Electricity	6.38	56,000	6.50	57,000
Gas	0.65	5,700	0.66	5,800
Other Utilities	18.52	162,500	19.09	167,500
Total Utilities	37.76	331,200	38.74	339,800
<u>ORDINARY MAINTENANCE AND OPERATIONS</u>				
Labor	42.46	372,456	43.69	383,288
Materials	17.10	150,000	17.61	154,500
Contract Costs	21.59	189,350	22.27	195,350
Total Ordinary Maintenance and Operations	81.15	711,806	83.58	733,138
<u>GENERAL EXPENSE</u>				
Terminal Leave Payments	0.26	2,250	0.27	2,350
Insurance	14.36	126,000	14.82	130,000
Payment in Lieu of Taxes	7.00	61,420	7.00	61,420
Employee Benefit Contribution	42.18	370,000	42.75	375,000
Collection Losses	7.41	65,000	7.41	65,000
Total General Expense	71.21	624,670	72.25	633,770
Total Operating Exp before Depreciation	267.40	2,345,646	276.30	2,423,728
Operating Loss before Depreciation	(138.94)	(1,218,746)	(146.86)	(1,288,228)
Depreciation Expense	89.23	782,763	89.23	782,763
OPERATING LOSS	(228.17)	(2,001,509)	(236.09)	(2,070,991)

OPERATING BUDGET
ANNUAL CONTRIBUTIONS CONTRACTA-4304
NC10-3,4,5,6,7,8,11,12,14,15,16,17,18,19,21&22
FISCAL YEAR ENDING SEPTEMBER 30, 2004

	<u>APPROVED BUDGET</u> ENDING 9-30-03 PUM(8772 UNIT MOS.)		<u>PROPOSED BUDGET</u> FYE 9-30-04 PUM(8772 UNIT MOS.)	
OPERATING LOSS	(228.17)	(2,001,509)	(236.09)	(2,070,991)
<u>Nonoperating Revenue(Expense):</u>				
HUD Operating Subsidy	132.10	1,158,747	129.58	1,136,659
Interest Income	2.75	24,100	2.85	25,000
Casualty Losses	0.00	-	0.00	-
Loss on Disposition of Equipment	0.00	-	0.00	-
Total Nonoperating Revenue(Expense)	134.84	1,182,847	132.43	1,161,659
NET INCOME/LOSS	(93.33)	(818,662)	(103.66)	(909,332)
HUD ADJUSTMENTS:(GAAP Nonbudget Items)				
Replacement of Equipment	(5.12)	(44,944)	(4.78)	(41,950)
Extraordinary Expense	(1.57)	(13,738)	0.00	-
Prior Year Adjustments	2.75	24,083	0.00	-
Depreciation Addback	89.23	782,763	89.23	782,763
RESIDUAL RECEIPTS BEFORE RESERVE	(8.04)	(70,498)	(19.21)	(168,519)
LESS PROVISION FOR OPERATING RESERVE	(8.04)	(70,498)	(19.21)	(168,519)
RESIDUAL RECEIPTS AFTER RESERVE	-	-	-	-
ACTUAL RESERVES 9-30-02	1,503,372			
ESTIMATED RESERVES 9-30-03	1,432,874			
ESTIMATED RESERVES 9-30-04	1,264,355			

50% of Operating Expenses = \$1,211,864

**OPERATING BUDGET
FISCAL YEAR ENDING SEPTEMBER 30, 2004**

Equipment Requests

Construct Shelter	6000	Morehead	114
40HP Tractor	15000	Goldsboro	415,418
8' Woods Mower	3200	Goldsboro	415,418
Refrigerators-30 @ 325	9750	For Spares	
Computer Replacements	8000	Outlying Offices	5
	<u>41950</u>	Goldsboro	3

BUDGETWORKINGPAPERS

FYE 9/30/2004

IncomeAccts	3110 Rent	3610 Interest	3690 Maint	3690.01 LateChrgs	3690.03 Misc.	3690.05 PetDep	Total	
February-02	88,247		5,240	885			94,372	
March-02	88,884		5,919	840	3	150	95,796	
April-02	87,624		6,599	1,000			95,223	
May-02	90,893		10,812	975			102,680	
June-02	89,576		6,900	975		838	98,289	
July-02	90,821		8,073	975		550	100,419	
August-02	87,145		7,259	1,025	150	100	95,679	
September-02	85,599		9,268	920			95,787	
Oct02/Jan03	352,378		21,242	4,140		1,336	379,096	
TOTAL	1,061,167	24,079	81,312	11,735	153	2,974	1,157,341	
RevisedBdgt2003	1,012,000	24,100	82,000	11,700	200	3,000	1,133,000	96,900
2004Budget	1,014,000	25,000	85,000	12,000	500	3,000	1,139,500	100,500

AdministrativeExpense	4130 Legal	4150 Travel	4171 Audit	4180 Telephone	4190.01 CourtCost	4190.02 Supplies	4190.03 Postage	4190.04 Computer	4190.05 Maint.Cntr	4190.06 MembershipDues
February-02		1781		1928		838	372		2622	
March-02	1719	4679	4800	766		298	1236	200	908	
April-02		2149		1530		982	579		812	
May-02	3573	1454		2472		2882	1085	793	786	
June-02		1983		1473		2227	1927	206	908	
July-02		1155		1569		774	529	51	806	
August-02	863	1401		2078		98	1360	212	2989	
September-02	(552)	2185		2022		409	735	1393	786	
Oct02/Jan03	4034	12127		7096		3280	4412	805	4011	1710
TOTAL	9637	28914	4800	20934	0.00	11788	12235	3660	14628	1710
RevisedBudget2003	29500	35000	4800	21500	0	12000	12500	6000	14700	2120
2004Budget	30000	36000	5000	22500	0	12500	13000	7500	15000	2200

(Xerox)

	4190.07 Advertising	4190.08 BankChrg	4190.09 Misc.	Total	4190 TOTAL	4220 Rec/Publications
February-02	182			4014.00		50
March-02	689			3331.00		0
April-02	75		50	2498.00		0
May-02	575		25	6146.00		0
June-02	851		17	6136.00		0
July-02	122		202	2484.00		0
August-02	315		604	5578.00		0
September-02	98		164.00	3585.00		0
Oct02/Jan03	1095	3722	1258	20293.00		0
TOTAL	4002	3722	2320	54065.00		50
RevisedBudget2003	4100	5600	2600	150420.00	59620.00	0
2004Budget	4200	5700	2700	156300.00	62800.00	0

	4310 Water	4320 Electric	4330 Gas	4390 Sewer	PILOT	Total
UtilitiesExpense						
February-02	6348	4598	1025	10069		22040
March-02	10535	3515	464	15131		29645
April-02	6208	4257	696	10222		21383
May-02	10204	3909	176	14761		29050
June-02	7095	4586	128	11192		23001
July-02	11258	5033	124	16670		33085
August-02	7758	5759	129	12862		26508
September-02	11590	5203	282	17543		34618
Oct02/Jan03	35262	17913	2545	53863		109583
TOTAL	106258	54773	5569	162313	61417	390330
RevisedBdgt2003	107000	56000	5700	162500	61420	392620
2004Budget	109500	57000	5800	167500	61420	401220

4430CONTRACTCOSTS

	4420 Materials	4510 Insurance	4530 TermLeave	4540 EmpBen	4411 TempLabor	4431 Garbage	4430.01 ApplRepr	4430.02 VehicleRepr
Maint&GeneralExpense								
February-02	15466	10699		30610		9202		623
March-02	7699	10699		12863		9187		196
April-02	14223	10987		30927		9372		274
May-02	10456	10987	1499	39639		9211		19
June-02	11210	10987		14529		9414		91
July-02	10471	10987		13126		8869		733
August-02	9185	10917		34244		9890		765
September-02	14661	10917	134	17101		9593		572
Oct02/Jan03	56180	42731	601	141895		37443		804
TOTAL	149551	129911	2234	334934	0	112181	0	4077
RevisedBudget2003	150000	126000	2250	370000	0	112350	0	3500
2004Budget	154500	130000	2350	381000		115750	0	3600

4430Accounts

	4430.03 Painting	4430.05 Elec&Plumb	4430.06 Misc.	4430.07 Cleaning	Total
February-02	3700	2093			15618
March-02	4600				13983
April-02	5200	1050			15896
May-02	6650	485			16365
June-02	4425				13930
July-02	6875	3115			19592
August-02	5750	470			16875
September-02	5275				15440
Oct02/Jan03	19000	3747			60994
TOTAL	61475	10960	0	0	188693
RevisedBudget2003	62000	11500	0	0	189350
2004Budget	64000	12000	0	0	195350

**Operating Budget
Schedule Of Administration Expense
Other Than Salary
Fiscal Year Ending 9/30/04**

Membership Dues and Fees

PHADA	600.00
NAHRO	961.10
SERC	73.90
Eastern Carolina Assoc. of Hsg.	50.00
CCHRCO	125.00
Sam's Club	90.00
N.C. Executive Director's	200.00
NCCommunity Dev. Assoc.	100.00
	<u>2200.00</u>

Lease and Maintenance Contracts

Xerox	9433.80
Copypro Business Systems	3381.00
Quality Fire & Burglar Alarms	317.67
Onslow Fire Extinguisher	23.00
BFPE	176.72
A&H Fire Extinguisher	67.86
	<u>13400.05</u>

Other Sundry Expense

Advertising	4200.00
Computer Supplies	7500.00
Postage	13000.00
Miscellaneous	2700.00
Supplies	12500.00
Bank Charges	5700.00
Telephone	22500.00
	<u>68100.00</u>

Total Expense per Schedule 83700.05

84000.00

EasternCarolinaRegionalHousingAuthority
Account4190.06DetailBreakdown
MembershipDuesandFees

06/06/02

Date	CheckNo.	Vendor	Amount
Sep-01	13180	EasternCarolinaAssoc.ofHsg.	50.00
10/22/2001	13344	NCCommunityDevAssoc.	100.00
11/8/2001	13459	CCHRCO	125.00
11/2/2001	13461	SERC	73.90
12/27/2001	13748	Sam'sClub	60.00
1/15/2002	13876	NAHRO	879.41
1/31/2002	14002	NCHADA	200.00
3/25/2002	14296	Sam'sClub	30.00
4/4/2002	14409	PHADA	600.00
			2,118.31

**ADMISSION POLICY
FOR
DECONCENTRATION**

The Quality Housing and Work Responsibility Act of 1998 requires Public Housing Agencies (PHAs) to provide for Deconcentration of poverty and income -mixing by bringing higher income tenants into lower income public housing developments and bring lower income tenants into higher income public housing developments. Eastern Carolina Regional Housing Authority has performed an analysis of the census tracts in which the developments are located and the tenant incomes in each development. The income profile of the census tract and tenant incomes have been used to form the basis of the Housing Authority's Deconcentration Plan.

Analysis of the census tract indicates that the income profile of the majority of household within the area is in the very low (50% of median income) to extremely low (30% of median income) range. Analysis of the Authority's developments income profile also indicates that the income profile of the tenants is within this range. The table below provides an analysis of the tenant incomes of each of the Authority's developments.

Development	Total Units	Area Medium Income	Development Avg Income	Below 30%	Between 30-50%	Above 50%
Macon Court	63	\$31,746.00	\$9,948.00	9	54	
Bayview Homes	23	\$31,746.00	\$10,884.00	6	17	
Kings Terrace	59	\$31,746.00	\$10,929.00	13	45	1
Eastover Terrace	35	\$27,173.00	\$7,336.00	1	33	1
Sampson Homes	35	\$27,173.00	\$7,243.00	3	32	
Dogwood Circle	68	\$27,173.00	\$9,114.00	10	54	4
Bryan Butler Court	30	\$27,173.00	\$9,153.00	1	29	
Brantwood Court	35	\$27,173.00	\$7,719.00	2	32	1
Manteo Circle	47	\$30,410.00	\$10,880.00	14	33	
Brookside Manor	86	\$29,041.00	\$7,874.00	13	73	
Winfrey Court	88	\$29,041.00	\$8,881.00	13	72	3
Knollwood Court	38	\$29,080.00	\$10,170.00	7	31	
Austin Acres	41	\$34,081.00	\$12,536.00	9	32	
Dudley Court	21	\$27,372.00	\$9,938.00	6	15	

Magonia Court	22	\$26,715.00	\$8,532.00	2	20	
Mercer Court	23	\$26,715.00	\$10,080.00	5	18	
PHAWIDE	714	\$28,972.37	\$9,451.06	114	590	10

Based on this analysis, Eastern Carolina Regional Housing Authority does not have a current problem of concentration of poverty within any of its developments. Variance of income based on the PHA wide average is due to the difference in income levels based on the geographical allocation of the development. To enhance the income profile of its tenants within separate geographical allocations the Housing Authority has implemented the following strategies:

- Adopt a preference for working families in its Admission and Occupancy Policy
- Increase the market appeal of its units through upgrades using the Capital Fund program.

A review of the income profiles in each development will be conducted annually. Upon completion of this review if a disparity of income is detected in those locations where the Authority operates two or more developments, higher income residents will be located to lower income developments and lower income residents will be relocated to higher income developments.

