

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

---

# PHA Plans

5 Year Plan for Fiscal Years 2003- 2007

Annual Plan for Fiscal Year 2003

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

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the City of Greenville

**PHA Number:** NC022

**PHA Fiscal Year Beginning:** (10/2003)

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2003 - 2007**  
[24 CFR Part 903.5]

**A. Mission**

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

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

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - 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 efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- 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: 53 family members or 8%.
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive 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)**

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

**Table of Contents**

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary	1
ii. Table of Contents	1
1. Housing Needs	5
2. Financial Resources	11
3. Policies on Eligibility, Selection and Admissions	12
4. Rent Determination Policies	20
5. Operations and Management Policies	23
6. Grievance Procedures	25
7. Capital Improvement Needs	25
8. Demolition and Disposition	27
9. Designation of Housing	28
10. Conversions of Public Housing	29
11. Homeownership	30
12. Community Service Programs	32
13. Crime and Safety	34
14. Pets (Inactive for January 1 PHAs)	36

15. Civil Rights Certifications (included with PHA Plan Certifications)	36
16. Audit	36
17. Asset Management	37
18. Other Information	37

**Attachments**

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2003 Capital Fund Program Annual Statement/P & E Reports – **Attachment F**
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- PHA Management Organizational Chart **Attachment G**
- FY 2003 Capital Fund Program 5 Year Action Plan **Attachment H**
- 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)

- Substantial Deviation and Significant Amendment or Modification Policy-Attachment A**
- Voluntary Conversion Required Initial Assessment- Attachment B**
- Resident Membership on the governing Board- Attachment C**
- Resident Membership on the Resident Advisory Board- Attachment D**
- Statement of Progress in Meeting 5-year Plan Missions and Goals- Attachment E**
- RASS Follow-Up Plan – Attachment I**

**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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" 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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Program Annual Statement (HUD 52837) for the active grant year	
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Pet Policy	
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Resident Survey Follow-up Plan	
X	Deconcentration Calculations	
X	Voluntary Conversion Initial Assessment Study	
X	Community Service Policy	

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2828	3	4	3	3	3	3
Income >30% but <=50% of AMI	1520	3	4	3	3	3	3
Income >50% but <80% of AMI	1822	3	4	3	3	3	3
Elderly	1901	3	4	3	3	3	3
Families with Disabilities	340	3	4	3	3	3	3
Race/Ethnicity (B)	2964	3	4	3	3	3	3
Race/Ethnicity(W)	1679	3	4	3	3	3	3
Race/Ethnicity(O)	197	3	4	3	3	3	3
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: 1998-2003
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	561		173
Extremely low income <=30% AMI	463	82%	
Very low income (>30% but <=50% AMI)	81	14%	
Low income (>50% but <80% AMI)	17	4%	
Families with children	355	59%	
Elderly families	22	4%	
Families with Disabilities	83	14%	
Race/ethnicity (B)	544	96%	
Race/ethnicity (W)	17	4%	
Race/ethnicity (O)	0	0%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	176	31%	

Housing Needs of Families on the Waiting List			
2 BR	225	40%	
3 BR	127	22%	
4 BR	31	6%	
5 BR	2	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			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	630		173
Extremely low income <=30% AMI	557	89%	
Very low income (>30% but <=50% AMI)	63	9%	
Low income (>50% but <80% AMI)	10	2%	
Families with children	466	74%	
Elderly families	24	4%	
Families with Disabilities	26	4%	
Race/ethnicity (B)	559	89%	
Race/ethnicity (W)	68	4%	
Race/ethnicity (O)	0	0%	
Race/ethnicity			

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

If yes:

How long has it been closed (# of months)? 18

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

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

**C. Strategy for Addressing Needs**

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

**(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available

- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government

- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	2,507,986	
b) Public Housing Capital Fund	1,260,624	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,750,075	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	<b>6,153,984</b>	
2000 Disaster #1	4,453,353	
2000 Disaster #2	1,400,074	
2001 CFP	300,557	
<b>3. Public Housing Dwelling Rental Income</b>	<b>1,289,830</b>	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>4. Other income</b> (list below)		
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	13,962,499	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number) **Within top two (2)** .
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

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

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

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)

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

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

### 3 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)

- 2 Working families and those unable to work because of age or disability
- 2 Veterans and veterans’ families
- 1 Residents who live and/or work in the jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs
- 2 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. Relationship of preferences to income targeting requirements:

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

### **(5) Occupancy**

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

- The PHA-resident lease
- The PHA’s Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials

Other source (list)

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

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

**(6) Deconcentration and Income Mixing**

a. X 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 X No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

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

**B. Section 8**

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

**(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation  
 Criminal and drug-related activity, more extensively than required by law or regulation

- More general screening than criminal and drug-related activity (list factors below)
- Other (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)  
**Previous rental history.**

**(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: **Hard to find units.**

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

2 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
- 1 Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

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

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

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

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

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

**(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices  
 Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

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

##### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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)
- 95<sup>th</sup> percentile rents

- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)

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

**(2) Flat Rents**

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

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

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached. **Attachment G**
- 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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	714	173
Section 8 Vouchers	652	120
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		

**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)
  - ACOP
  - Procurement Policy
  - Personnel Policy
  - Maintenance Procedures
- (2) Section 8 Management: (list below)

Administrative Plan

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

**B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

**(1) Capital Fund Program Annual Statement**

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

Select one:

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

-or-

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

## **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

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

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)

Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one)
<input type="checkbox"/> Part of the development
<input type="checkbox"/> Total development
7. Timeline for activity:
a. Actual or projected start date of activity:
b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  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.

<b>Designation of Public Housing Activity Description</b>
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**

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>
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)

<p>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.)</p>
<p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p> <p><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway</p>
<p>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)</p> <p><input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: )</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )</p> <p><input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent</p> <p><input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units</p> <p><input type="checkbox"/> Other: (describe below)</p>

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for

each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 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 programs to eligible families  
 Jointly administer programs  
 Partner to administer a HUD Welfare-to-Work voucher program  
 Joint administration of other demonstration program  
 Other (describe)

### **B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
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)
<i>GED Classes</i>	<i>20</i>	<i>Residents-current</i>	<i>GHA Rec. Center</i>	<i>Both</i>
Home Owners Work-shop	10-20	Residents-current	GHA Rec. Center	Both
Survival Skills Class	15	Residents-current	GHA Rec. Center	Both
Computer Class	10	Residents-current	GHA Rec. Center	Both

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	80	80 as of 03/04/03

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

If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

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

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

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

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

2. What information or data did the PHA 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 anticrime/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 plans to undertake in the next PHA fiscal year**

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

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

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

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

**D. Additional information as required by PHDEP/PHDEP Plan**

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
- 3.  Yes  No: Were there any findings as the result of that audit?
- 4.  Yes  No: If there were any findings, do any remain unresolved?

- If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

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

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: **City of Greenville**

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)

**To provide housing to eligible residents that is safe, sanitary and decent in an affordable manner to meet the prospective resident's needs.**

Other: (list below)

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

**To assist residents in obtaining safe, sanitary and decent housing which is affordable and assist residents with economic opportunity.**

#### **D. Other Information Required by HUD**

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

## **Attachments**

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

### **Attachment A**

#### **Greenville Housing Authority Definition of “Substantial Deviation” and “Significant Amendment or Modification”**

*The Greenville Housing Authority, to meet the requirement of Final Rule 903.7(r) and PIH 99-51, pertaining to “Substantial Deviation” and “Significant Amendment or Modification,” is offering the following:*

- A. A substantial deviation from its Five-Year Plan; and a significant amendment or modification to its Five-Year Plan and Annual Plan.
- B. Changes to rent or admissions policies or organization of the waiting list.
- C. Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.
- D. Additions of new activities not included in the current PHDEP Plan.
- E. Any changes with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Any substantial deviation from the Mission Statement and/or Goals and Objectives presented in the Five-Year Plan that causes changes in the services provided to residents or significant changes to the Agency’s financial situation will be documented in subsequent Agency Plans.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements offered by HUD.

**Required Attachment B**  
**Component 10 (B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **7**
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly, and/or disabled developments not general occupancy projects)? **0**
- c. How many Assessments were conducted for the PHA's covered developments? **1**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments?

Development Name	Number of Units
none	

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

**Required Attachment C**  
**Resident Member on the PHA Governing Board**

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

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

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

Elected  
 Appointed

C. The term of appointment is (include the date term expires): **May 1, 2000 thru May 1, 2005**

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

B. Date of next term expiration of a governing board member: **May 1, 2004**

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

**Don Parrott, Mayor, City of Greenville, North Carolina**

**Required Attachment D**  
**Membership of the Resident Advisory Board or Boards**

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

<b>Resident Advisory Board</b>		
<b>Resident</b>	<b>Address</b>	<b>Program Affiliation</b>
Bertha Woolard	408 Darden Drive, Greenville, NC 27834	Public Housing
Barbara Taft	1919-B Norcott Circle, Greenville, NC 27834	Public Housing
Ida Jefferson	1619-A Hopkins Park, Greenville, NC 27834	Public Housing
Patricia Lighty	2819-A Best Road, Greenville, NC 27834	Public Housing
Nerissa Roberson	704-B W. 14th Street, Greenville, NC 27834	Public Housing
Carol Parker	403-A Skinner Street, Greenville, NC 27834	Section 8

## **Required Attachment E Progress in Meeting Mission Goals**

Greenville Housing Authority has made progress in meeting the goals it established in the third 5-year plan, which was developed and put in effect on 10/01/02. The following specific improvements have been realized during the third year of the Plan.

1. Expand the supply of assisted housing objectives:
  - A. Apply for additional vouchers. We received 47 new vouchers.
  - B. Reduce PH vacancies: Vacancies are at 3% or less.
  
1. Improve the quality of assisted housing objectives:
  - A. Improve public housing management (PHAS score) and voucher management (SEMAP score): Unfortunately, we did not meet these goals.
  - B. Increase customer satisfaction: Staff attended Customer Service Training, meetings were held with Section 8 Landlords to update them on HQS Inspection Standards.
  - C. Concentrate on efforts to improve specific management functions: Had HUD officials here to re-train our Section 8 inspectors
  - D. Renovate or modernize public housing units: Renovated 75% of 105 units in the Meadowbrook communities.
  
1. Increase assisted housing choices:
  - A. Provide voucher mobility counseling: GHA counseled participants during briefings and re-exams.
  - B. Conduct outreach efforts to potential voucher landlords: In process of developing a landlord workshop.
  
1. Provide an improved living environment:

- A. Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Established flat rents and give waiting list preference to working families.
  - B. Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: Give waiting list preference to working families.
1. Promote self-sufficiency and asset development of assisted households:
    - A. Increase the number and percentage of employed persons in assisted families: Section 8 Family Self-Sufficiency Program has a 40% employment rate of its enrollees.
    - B. Provide or attract supportive services to improve assistance recipients' employability: Work with local community college and three non-profit agencies that provide job skill training.
    - C. Provide or attract supportive services to increase independence for the elderly or families with disabilities:  
Did not meet out goal.
  1. Ensure equal opportunity and affirmatively further fair housing:
    - A. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability: Follow GHA and HUD policies on non-discrimination.

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: Follow GHA and HUD policies on providing safe, decent and sanitary housing



**Attachment F**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name: City of Greenville Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2271000 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> <b>2000</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/02 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs		15,000		
	Management Improvements Hard Costs		5,000		
4	1410 Administration		30,000		
5	1411 Audit		10,000		
6	1415 Liquidated Damages				
7	1430 Fees and Costs	489,262	258,262	84,291.06	84,291.06
8	1440 Site Acquisition		75,000		
9	1450 Site Improvement	372,600	522,600	521,069.49	521,069.49
10	1460 Dwelling Structures	6,843,939	5,325,039	1,232,804.20	1,232,804.20
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures		1,289,400	534.59	534.59
13	1475 Nondwelling Equipment		175,500	63,990.00	63,990.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				

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

<b>PHA Name: City of Greenville Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2271000 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2000</b>
---	---	--

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/02  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Annual Grant: (sum of lines 7-10)	7,705,801	7,705,801	1,902,689.34	1,902,689.34
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs	55,000.00	55,000.00		
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

<b>Annual Statement/Performance and Evaluation Report</b>						
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>						
<b>Part II: Supporting Pages</b>						
PHA Name: Greenville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2271000 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2000</b>	
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
PHA Wide NC19PO01,2,3,4,5,6,8 & 9	A & E Fee	1430	PHA Wide 714	258,262	2,065	In Progress
PHA Wide	Site Repair & Erosion Control Improvement	1450	PHA Wide 714	372,600	372,600	Work Completed
NC19PO22001 Meadowbrook	The demolition of damaged construction material & proper major renovation of 65 units of public housing	1460	65 units 1 admin.	4,190,763	153,226	In Progress
NC19PO22003 Moyewood	The demolition of damaged construction material and proper moderate renovation of 3 units of public housing	1460	3 units	60,755	22,053	In Progress
NC19PO22008 West Meadowbrook	The demolition of damaged construction material and proper major renovation of 40 units of public housing	1460	40 units	1,131,276	42,125	In Progress
PHA Wide	Renovation and modernization of Maintenance, Administration and Non-Dwelling Structures	1470		1,289,400	535	In Progress
PHA Wide	Management Improvement	1408		20,000	20,000	



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

<b>PHA Name: City of Greenville Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2250200 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2000</b>
---	--	--

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/02  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements: Soft Costs	5,000			
	Management Improvements: Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000	36,600	9,340.61	9,340.61
8	1440 Site Acquisition				
9	1450 Site Improvement	870,445	870,445	543,301.24	543,301.24
10	1460 Dwelling Structures	847,390	880,790	850,699.63	850,699.63
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	50,000			
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines 7-10)	1,787,835	1,787,835	1,403,341.48	1,403,341.48
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				

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

<b>PHA Name: City of Greenville Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2250200 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2000</b>
---	--	--

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
**X Performance and Evaluation Report for Period Ending: 3/31/02**  Final Performance and Evaluation Report

<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				

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

PHA Name: City of Greenville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P02250200 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2000</b>	
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
19P022005 Hopkins Park	Inadequate drainage overall site area . Rework drainage around bldgs. To redirect runoff to storm sewer system. Construct berms, swales, yard inlets, and storm sewer piping. Misc. changes to concrete walks, and other paved areas.	1450	111 units 20 acres	623,565	0	Not Started
19P022001 East Meadowbrook	Foundation Repair - As a result of swiftly moving flood water over a 10 day period foundation problems involving settlement, undermining and cracking other movements associated with bldg. Stability. Work required - Excavation and repair of cracked concrete footings, removal and replacement of cracked concrete porches and steps and brick/block associated w/foundation walls. Removal replacement of interior floor slabs which have settled or separated from exterior structural walls. Work is needed to replace eroded soil, restore drainage swales, and backfill foundation walls. Also repair underground utilities i.e. bldg sewer lines and removal of accumulated silt, and other debris.	1460	65 units 1 admin 40 units 8800 linear feet of foundation 56 bldgs.	880,790	117,545	Work In Progress
PHA Wide	A/E Fee/Legal Cost/Surveyors Fee	1430	PHA Wide	36,600	0	Not Started

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

PHA Name: City of Greenville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P02250200 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2000</b>	
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
PHA Wide 19P02200 1, 2,3, 4, 5, 6, 8 & 9	PHA Wide site repair - of hazardous conditions affecting safety i.e. large stretches of border shrubs were drowned. Several hundred trees were damaged and have since died due to undermined root systems or are in eminent position to fall due to unstable and dying root systems. Various areas of eroded soils at the base foundation of a larger quantity of units which has produced falling, tripping conditions. Many areas of drainage ditches have eroded. All the above conditions need repair by the various methods recommended for such condition, to include fill dirt, ditch bank stabilization, tree and shrub removal and stump grinding required.	1450	714 units 210 acres	246,880	174,413	Work In Progress



<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name: City of Greenville</b> <b>Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2250101 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b> <b>2001</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/02 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	63,522	63,522		
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	40,000	40,000		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	45,000	80,000		
8	1440 Site Acquisition				
9	1450 Site Improvement		483,000		
10	1460 Dwelling Structures	966,110	235,563		
11	1465.1 Dwelling Equipment—Nonexpendable	25,563	51,500		
12	1470 Nondwelling Structures	145,500	330,000		
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	1502 Contingency				
	Amount of Annual Grant: (sum of lines 3-12)	1,285,695	1,285,695	1,179,250.54	1,179,250.54
	Amount of line XX Related to LBP				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: City of Greenville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19PO2250101 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
X Performance and Evaluation Report for Period Ending: 3/31/02 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security – Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages							
PHA Name: Greenville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19PO2250101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
NC19PO22002 Kearney Park	Replace range hoods	1460	160	35,600			
	Replace furnace and water heater closet doors	1460	64	32,000			
	Replace gas meter, regulator and riser	1460	160	56,000			
	Replace exterior door locksets	1460	160	48,000			
NC19PO22005 Hopkins Park	Pest control	1460	111	8,000			
	Replace gas meter, regulator and riser	1460	111	38,900			
NC19PO22006 Newtown	Replace gas meter, regulator and riser	1460	78	27,300			
PHA Wide	Replace interior doors	1460	38	86,000			
	Replace roofing	1460	40	64,000			
	Refrigerators (10%)	1465.1	70	35,000			
	Ranges (6.5%)	1465.1	47	16,500			

<b>Annual Statement/Performance and Evaluation Report</b>						
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>						
<b>Part II: Supporting Pages</b>						
PHA Name: Greenville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2250101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2001</b>	
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
	Required structural renovations of various units to ensure compliance with HQS to include materials and appliance repairs	1460	All	518,810	60,255	Work in progress
	Maintenance building expansion	1470		145,500	3,892	Work in progress
	Salary of one Clerk of the works	1410	1	40,000		
	A/E Services	1430		45,000	11,031	Work in progress
	Computer System Analysis/Development	1408		10,000	8,000	Work in progress
	Staff development training	1408		3,522		
	Salary for neighborhood services coordinator assistants	1408	2	50,000	25,306	Work in progress
	<b>PRESUMPTIVE AMOUNT</b>			1,260,132		



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

<b>PHA Name: City of Greenville Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2250102 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2002</b>
---	---	--

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0			
2	1406 Operations	0			
3	1408 Management Improvements Soft Costs	242,124			
	Management Improvements Hard Costs	10,000			
4	1410 Administration	110,000			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	80,000			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	228,000			
10	1460 Dwelling Structures	409,700			
11	1465.1 Dwelling Equipment—Nonexpendable	53,800			
12	1470 Nondwelling Structures	55,000			
13	1475 Nondwelling Equipment	72,000			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			
19	1502 Contingency	0			
	Amount of Annual Grant: (sum of lines 7-10)	1,260,624			
	Amount of line XX Related to LBP Activities	0			

<b>Annual Statement/Performance and Evaluation Report</b>			
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>			
<b>PHA Name: City of Greenville Housing Authority</b>		<b>Grant Type and Number</b>	
		Capital Fund Program Grant No: NC19PO2250102	
		Replacement Housing Factor Grant No:	
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no: )</b>			
<input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>			
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>	<b>Total Actual Cost</b>
	Amount of line XX Related to Section 504 compliance	0	
	Amount of line XX Related to Security –Soft Costs	0	
	Amount of Line XX related to Security-- Hard Costs	0	
	Amount of line XX Related to Energy Conservation Measures	0	

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

PHA Name: City of Greenville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P02250102 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2002</b>	
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
NC19P022002 Kearney Park	Repair and add exterior cleanouts at each unit to sanitary sewer system.	1450	160	48,000		
	Replace water distribution system	1450	160	160,000		
	Replace interior doors, add doors to closets and painting	1460	58	251,700		
NC19PO22006 Newtown	Replace roofing	1460	78	119,000		
NC19PO22003 Moyewood I	Repair and refurbish Moyewood Community Center	1470		55,000		
PHA Wide	Pest Control	1460		5,000		
	Site Repair	1450		20,000		
	Refrigerators (10%)	1465.1	70	35,000		
	Ranges (6.5%)	1465.1	47	18,800		

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>						
PHA Name: City of Greenville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P02250102 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2002</b>	
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
	Water Heaters (10%)	1460	70	28,000		
	Replace roofing	1460	2	6,000		
	Salaries, Capital Funds Program Coordinator and part time procurement officer	1410		110,000		
	A/E Services	1430		80,000		
	Computer system analysis and development	1408		10,000		
	Staff development	1408		5,541		
	Drug Grant Program	1408		236,583		
	Vehicles	1475	4	72,000		



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

<b>Name:</b> City of Greenville <b>Funding Authority:</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2250103 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2003
--	---	-------------------------------------

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

o.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
	Total non-CFP Funds				
	1406 Operations				
	1408 Management Improvements Soft Costs	250,000			
	Management Improvements Hard Costs				
	1410 Administration	110,000			
	1411 Audit				
	1415 Liquidated Damages				
	1430 Fees and Costs	45,000			
	1440 Site Acquisition				
	1450 Site Improvement	50,000			
	1460 Dwelling Structures	626,632			
	1465.1 Dwelling Equipment—Nonexpendable	51,500			
	1470 Nondwelling Structures				
	1475 Nondwelling Equipment	127,000			
	1485 Demolition				
	1490 Replacement Reserve				
	1492 Moving to Work Demonstration				
	1495.1 Relocation Costs				
	1499 Development Activities				
	1502 Contingency				
	Amount of Annual Grant: (sum of lines 7-10)	1,260,132	0	0	0
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages						
PHA Name: Greenville Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19PO2250103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
NC19PO22005 Hopkins Park	Replace Furnaces	1460	111	210,900		
NC19PO22002 Kearney Park	Replace Furnaces	1460	160	304,000		
	Replace furnace and water heater closet doors	1460	96	48,000		
	Replace resilient tile floor and base	1460	15	63,732		
PHA Wide	Neighborhood Service salaries & benefits	1408		155,000		
	Computer Upgrade	1408		30,000		

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>						
PHA Name: Greenville Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19PO2250103 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2003</b>	
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
	Neighborhood Service sundry, hard cost, misc	1408		65,000		
	Salaries, CFP Coordinator, Procurement Officer	1410		110,000		
	Fees & Costs	1430		45,000		
	Yard work/landscaping	1450		50,000		
	Stoves & refrigerators	1465.1		51,500		
	36-40 Passenger bus for Neighborhood Services	1475		80,000		
	Trailer for mowing	1475		6,000		
	2 Lawnmowers	1475		25,000		
	1 pickup truck	1475		16,000		



### Attachment H

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name: Greenville Housing Authority		Locality: (City/County & State) Greenville, Pitt County, North Carolina		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1 2003	Work Statement for Year 2 FFY Grant: PHA FY: 2004	Work Statement for Year 3 FFY Grant: PHA FY: 2005	Work Statement for Year 4 FFY Grant: PHA FY: 2006	Work Statement for Year 5 FFY Grant: PHA FY: 2007
NC19PO22002 Kearney Park		156,600	133,700	239,000	605,025
NC19PO22003 Moyewood I		154,000	244,300	144,000	235,000
NC19PO22004 Moyewood II		3,000	83,200	0	0
NC19PO22005 Hopkins Park		0	0	0	0
NC19PO22006 Newtown		\$0	\$153,200	\$0	\$174,000
NC19PO22008 West Meadowbrook		\$0	\$0	\$0	\$0
NC19PO22009 Dubber-Laney Woods		\$0	\$68,400	\$5,800	\$0
Physical Improvements Subtotal		1,052,002	985,802	1,075,802	933,200
Management Improvements		67,822	69,822	69,822	92,424
HA-Wide Non-Dwelling Structures and Equipment		55,800	85,000	30,000	75,000

**Capital Fund Program Five-Year Action Plan  
Part I: Summary (Continuation)**

PHA Name: Greenville Housing Authority	Locality: Greenville/Pitt County, North Carolina	<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>
--	--	---

Administration		40,000	40,000	40,000	60,000
Other		45,000	80,000	45,000	100,000
Operations		0	0	0	0
Demolition		0	0	0	0
Replacement Reserve		0	0	0	0
Mod Used for Development		0	0	0	0
Total CFP Funds		1,260,624	1,260,624	1,260,624	1,260,624
Total Non-CFP Funds		0	0	0	0
Grand Total		1,260,624	1,260,624	1,260,624	1,260,624

Signature of Executive Director:	Date:	Signature of PH Dir/Office of Native American Programs Administrator:	Date:
----------------------------------	-------	---	-------

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

Activities for Year 1 2003	Activities for Year: 2 FFY Grant: PHA FY: 2004			Activities for Year: 3 FFY Grant: PHA FY: 2005		
See Annual Statement	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	<b>NC19PO22002 Kearney Park</b>			<b>NC19PO22002 Kearney Park</b>		
	Repair foundation settlement and related conditions	8	156,600	Replace water distribution system		\$110,700
	<b>NC19PO22005 Hopkins Park</b>			Replace resilient tile floor and base	5	\$23,000
				<b>NC19PO22003 Moyewood I</b>		
	<b>NC19PO22006 Newtown</b>			Repair moisture problems in kitchens and bathrooms		\$32,000
				Window shades	186	\$34,500
	<b>NC19PO22008 West Meadowbrook</b>			Replace roofing	96	\$154,000
				Replace exterior door locksets	186	\$55,800
				<b>NC19PO22004 Moyewood II</b>		
				Window Shades	40	\$7,200
				Replace roofing	40	\$64,000
				Replace exterior door locksets	40	\$12,000
				<b>NC19PO22009 Dubber-Laney Woods</b>		
				Window shades	32	\$5,800

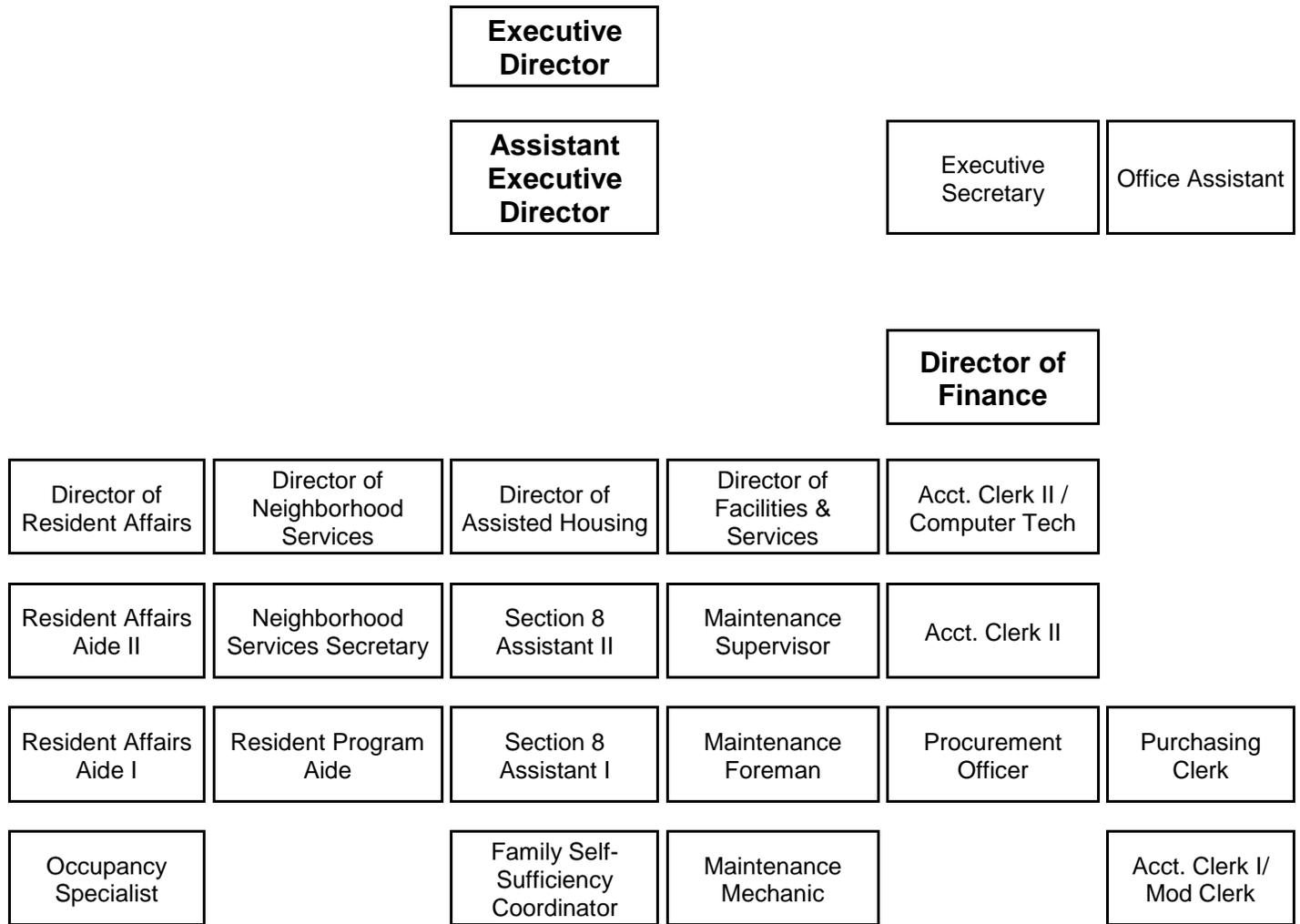
<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part II: Supporting Pages—Work Activities (Continuation)</b>					
Activities for Year: 4 FFY Grant: PHA FY: 2006			Activities for Year: 5 FFY Grant: PHA FY: 2007		
<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<b>NC19PO22001</b> <b>Meadowbrook</b>			<b>NC19PO22001</b> <b>Meadowbrook</b>		
<b>NC19PO22002</b> <b>Kearney Park</b>			<b>NC19PO22002</b> <b>Kearney Park</b>		
Replace window screens with security type	161	\$227,000	Replace tile floors	46	\$91,325
Replace exterior door weather stripping and thresholds	161	\$12,000	Replace walls	161	\$483,000
			Replace exterior doors with security type	161	112,700
<b>NC19PO22003</b> <b>Moyewood I</b>			<b>NC19PO22003</b> <b>Moyewood I</b>		
Pest control	188	\$9,400	Replace window screens with security type	188	\$169,200
Replace roofing	93	\$134,600	Replace Doors	188	65,800
Replace roofing	96	\$154,000			
			<b>NC19PO22004</b> <b>Moyewood II</b>		
			Replace window screens with security type	40	\$32,000
<b>NC19PO22009</b> <b>Dubber-Laney Woods</b>			Replace doors	40	\$14,000
Window shades	32	\$5,800			
			<b>NC19PO22005</b> <b>Hopkins Park</b>		
			Replace water heaters	111	\$47,175

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part III: Supporting Pages— Management Needs Work Statement(s)</b>						
Activities for Year 1 FFY: 2003	Activities for Year: 2 FFY Grant: PHA FY: 2004			Activities for Year: 3 FFY Grant: PHA FY: 2005		
See Annual Statement	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	PHA Wide			PHA Wide		
	Yard/landscape, ditch repair/clearings as required		\$15,000	Yard/landscape, ditch repair/clearings as required		\$15,000
	Refrigerators (10%)	70	\$35,000	Refrigerators (10%)	70	\$35,000
	Ranges (6.5%)	47	\$16,500	Ranges (6.5%)	47	\$16,500
	A/E services		\$45,000	A/E services		\$45,000
	Required structural renovations of various units to ensure compliance with HWS to include required materials and appliance repair		\$20,000	504 Compliance (Non-Dwelling Structure)		\$55,800
	Salary of one Clerk of the works		\$40,000	Required structural renovations of various units to ensure compliance with HWS to include required materials and appliance repair		\$22,000
	Computer system Analysis/Development		\$10,000	Salary of one Clerk of the works		\$40,000
	Staff development training		\$2,922	Computer system Analysis/Development		\$10,000
	Salary for neighborhood services coordinator assistants		\$52,000	Staff development training		\$2,922
				Salary for neighborhood services coordinator assistants		\$52,000
	<b>PRESUMPTIVE AMOUNT</b>		\$1,260,132	<b>PRESUMPTIVE AMOUNT</b>		\$1,260,132
	Subtotal of Estimated Cost			Subtotal of Estimated Cost		

**Capital Fund Program Five-Year Action Plan  
Part III: Supporting Pages— Management Needs Work Statement(s) (Continuation)**

Activities for Year : 4 FFY Grant: PHA FY: 2006			Activities for Year: 5 FFY Grant: PHA FY: 2007		
Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
PHA Wide			PHA Wide		
Yard/landscape, ditch repair/clearings as required		\$15,000	Yard/landscape, ditch repair/clearings as required		\$30,000
Refrigerators (10%)	70	\$35,000	Refrigerators	110	\$55,000
Ranges (6.5%)	47	\$16,500	Ranges	60	\$21,000
A/E services		\$45,000	A/E services		\$75,000
Kearney Park Community Building ADA modifications		\$30,000	Required structural renovations of various units to ensure compliance with HWS to include required materials and appliance repair		\$15,872
Required structural renovations of various units to ensure compliance with HWS to include required materials and appliance repair		\$24,000	Salary of one Clerk of the works		\$50,000
Salary of one Clerk of the works		\$40,000	Computer system Analysis/Development		20,000
Computer system Analysis/Development		\$10,000	Salary for neighborhood services coordinator assistants		60,000
Staff development training		\$2,922			
Salary for neighborhood services coordinator assistants		\$52,000			
<b>PRESUMPTIVE AMOUNT</b>		\$1,260,132	<b>PRESUMPTIVE AMOUNT</b>		\$1,260,132

**Attachment G**  
**Greenville Housing Authority**  
**Organizational Chart**



**Executive  
Director**

**Assistant  
Executive  
Director**

Executive  
Secretary

Office Assistant

**Director of  
Finance**

Director of  
Resident Affairs

Director of  
Neighborhood  
Services

Director of  
Assisted Housing

Director of  
Facilities &  
Services

Acct. Clerk II /  
Computer Tech

Resident Affairs  
Aide II

Neighborhood  
Services Secretary

Section 8  
Assistant II

Maintenance  
Supervisor

Acct. Clerk II

Resident Affairs  
Aide I

Resident Program  
Aide

Section 8  
Assistant I

Maintenance  
Foreman

Procurement  
Officer

Purchasing  
Clerk

Occupancy  
Specialist

Family Self-  
Sufficiency  
Coordinator

Maintenance  
Mechanic

Acct. Clerk I/  
Mod Clerk

Family Self-  
Sufficiency  
Coordinator

Housing Inspector

Maintenance Aide  
II

Receptionist

Maintenance Aide  
I

Maintenance Clerk

created by: LBG

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

PHA Name:		St. Louis Housing Authority		Grant Type and Number		MO36P00150100		Federal FY of Grant:	
Development Number Name/HA-Wide Activities		General Description of Major Work Categories		Capital Fund Program Grant No: Replacement Housing Factor No:		Total Estimated Cost		Total Actual Cost	
		Dev. Acct. No.		Quantity		Original		Revised	
						Funds Obligated		Funds Expended	
						0		47,235	
MO1-01	Fees and Costs	1430							
Carr	Site Acquisition	1440							
Square	Site Improvement	1450							
	Dwelling Structures								
	Deck Stair Replacement					47,235	47,235	47,235	47,235
									completed
<b>Total Dwelling Structures</b>		<b>1460</b>				<b>0</b>	<b>47,235</b>	<b>47,235</b>	<b>47,235</b>
Dwelling Equipment - Nonexpendable		1465.1							
Nondwelling Structures		1470							
Nondwelling Equipment		1475							
Demolition		1485							
Relocation Costs		1495.1							
Development Activities		1499							
Collateralization or Debt Service		1501							
<i>Total Carr Square</i>						<b>122,305</b>	<b>169,540</b>	<b>122,305</b>	<b>169,540</b>

*Total Carr Square*

**Required Attachment B**  
**Component 10 (B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **7**
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly, and/or disabled developments not general occupancy projects)? **0**
- c. How many Assessments were conducted for the PHA's covered developments? **1**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments?

Development Name	Number of Units
none	

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

**Required Attachment C**  
**Resident Member on the PHA Governing Board**

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

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

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

Elected  
 Appointed

C. The term of appointment is (include the date term expires): **May 1, 2000 thru May 1, 2005**

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

B. Date of next term expiration of a governing board member: **May 1, 2003**

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

**Don Parrott, Mayor, City of Greenville, North Carolina**

**Required Attachment D**  
**Membership of the Resident Advisory Board or Boards**

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

<b>Resident Advisory Board</b>		
<b>Resident</b>	<b>Address</b>	<b>Program Affiliation</b>
Bertha Woolard	408 Darden Drive, Greenville, NC 27834	Public Housing
Barbara Taft	1919-B Norcott Circle, Greenville, NC 27834	Public Housing
Ida Jefferson	1619-A Hopkins Park, Greenville, NC 27834	Public Housing
Patricia Lighty	2819-A Best Road, Greenville, NC 27834	Public Housing
Nerissa Roberson	704-B W. 14th Street, Greenville, NC 27834	Public Housing
Carol Parker	403-A Skinner Street, Greenville, NC 27834	Section 8

## **Required Attachment E Progress in Meeting Mission Goals**

Greenville Housing Authority has made progress in meeting the goals it established in the third 5-year plan, which was developed and put in effect on 10/01/02. The following specific improvements have been realized during the third year of the Plan.

1. Expand the supply of assisted housing objectives:
  - A. Apply for additional vouchers. We received 47 new vouchers.
  - B. Reduce PH vacancies: Vacancies are at 3% or less.
  
1. Improve the quality of assisted housing objectives:
  - A. Improve public housing management (PHAS score) and voucher management (SEMAP score): Unfortunately, we did not meet these goals.
  - B. Increase customer satisfaction: Staff attended Customer Service Training, meetings were held with Section 8 Landlords to update them on HQS Inspection Standards.
  - C. Concentrate on efforts to improve specific management functions: Had HUD officials here to re-train our Section 8 inspectors
  - D. Renovate or modernize public housing units: Renovated 75% of 105 units in the Meadowbrook communities.
  
1. Increase assisted housing choices:
  - A. Provide voucher mobility counseling: GHA counseled participants during briefings and re-exams.
  - B. Conduct outreach efforts to potential voucher landlords: In process of developing a landlord workshop.
  
1. Provide an improved living environment:
  - A. Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Established flat rents and give waiting list preference to working families.

B. Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: Give waiting list preference to working families.

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

A. Increase the number and percentage of employed persons in assisted families: Section 8 Family Self-Sufficiency Program has a 40% employment rate of its enrollees.

B. Provide or attract supportive services to improve assistance recipients' employability: Work with local community college and three non-profit agencies that provide job skill training.

C. Provide or attract supportive services to increase independence for the elderly or families with disabilities:  
Did not meet out goal.

1. Ensure equal opportunity and affirmatively further fair housing:

A. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability: Follow GHA and HUD policies on non-discrimination.

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: Follow GHA and HUD policies on providing safe, decent and sanitary housing.

## **Attachment I**

### **Follow-up Plan**

#### **Resident Assessment Sub-System (RASS) For Fiscal Year End (FYE) September 30, 2002**

*The Housing Authority of the City of Greenville (GHA) is required to submit to HUD a Follow-up Plan because our score was less than 75% in the following areas:*

Communications-74%

Safety-74%

Housing Development Appearance-68%

#### **Communications**

GHA will continue to provide training with staff to effectively and politely communicate with Residents.

GHA will continue to provide a monthly Newsletter to Residents that will include updates on changes in policy and procedures.

GHA will continue to have quarterly Resident Meetings. In addition to other agenda items, staff will request input from Residents as it relates communication with staff, safety and overall appearance of the communities.

#### **Safety**

GHA will continue having at least two Housing Police Officers on staff and are partners with local law enforcement. The Police Officers attends all quarterly Residents Meetings and answers question from Staff and Residents

GHA and the Police Officers continue to have policies and procedures in place for tracking crime and crime-rated activities by comminutes.

GHA will continue a resident screening process that denies housing to individuals who do not meet legal criteria as established by HUD and the Housing Authority.

GHA will to continue provide additional street lighting as needed and periodically check existing street lighting.

GHA will inspect all public housing units for safety issues at least annually.

## **Housing Development Appearance**

GHA will continue the on-going system to identify abandoned vehicles and vacant units and make corrective actions. In addition to the work done by our Maintenance Department, the Neighborhood Appearance Team continually strives to improve the community appearance. This team of 9 works two hours per day, three days per week.

GHA will continue the on-going extermination for pest on an as needed basis.

GHA Staff will continue canvas each housing community twice weekly identifying problems and recommending corrective action needed.

GHA will continue to discuss with Residents on ways to improve the overall appearance at Residents Meetings and one-on-one with Residents.

All of the above actions will be taken during the next fiscal year. Target date of completion-ongoing. Funding source, if require, will be Public Housing Operating Budget and/or Capital Grant Program.