

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

PHAPlan

5YearPlanforFiscalYears2003 -2007
AnnualPlanforFiscalYear2003

WashingtonHousingAuthority

nc032v01

**PHA Plan
Agency Identification**

PHAName: Washington Housing Authority

PHANumber: NC032

PHAFiscalYearBeginning:(mm/yyyy) 10/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHAF ISCAL YEARS 2003 -2007
 [24CFRPart903.5]

A.Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
The aim of the Washington Housing Authority is to ensure safe, decent, and affordable housing; create opportunities for residents self -sufficiency and economic independence; and assure fiscal integrity in all programs administered.

B.Goals

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

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

- PHA Goal: Expand the supply of assisted housing
 Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
 Objectives:
 - Improve public housing management: (PHA Score) **99%**
 - Improve voucher management: (SEMAP score) **No Score**
 - Increase customer satisfaction:

- Concentrate one effort to improve specific management functions :
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

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

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

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

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract 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)

AnnualPHAPlan
PHAFiscalYear2003
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
 SmallAgency(<250PublicHousingUnits)
 AdministeringSection8Only

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

Provideabriefoverviewoftheinformationint heAnnualPlan,includinghighlightsofmajorinitiativesanddiscretionary policies thePHAhasincludedintheAnnualPlan.

iii. AnnualPlanTableofContents

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupportingdocumentsavailablefor publicinspection .

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Attachments

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

Required Attachments:

- A** Admissions Policy for Deconcentration
- B** FY2003 Capital Fund Program Annual Statement
 Most recent board - approved operating budget (Required Attachment for PHA's that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

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

D - PHA Certifications and Board Resolutions.

E - Statement of Consistency with the Consolidated Plan.

F - Brief Statement in Meeting 5yr. Missions & Goals

G - Resident Member on the PHA Governing Board

H - Membership of the Resident Advisory Board or Boards

I - FY2002 P&E Report

J - FY2001 P&E Report

K - FY2000 P&E Report

L - Community Service Policy

M - Pet Policy

N - Assessment of Demographic Changes in Public Housing Developments

O - Voluntary Conversion Initial Assessments

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
✓	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
✓	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
✓	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
✓	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
✓	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
✓	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	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
✓	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
✓	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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
✓	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
✓	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
✓	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
✓	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
✓	The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
✓	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
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self - Sufficiency
	Most recent self - sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self - Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi - annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
✓	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. 1415(h)(2))	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	S.C. 1437c(h)), the result of that audit and the PHA's response to any findings	
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income ≤ 30% of AMI	338	3	4	3	3	3	3
Income > 30% but ≤ 50% of AMI	39	3	4	3	3	3	3
Income > 50% but < 80% of AMI	4	3	4	3	3	3	3
Elderly	57	3	4	3	3	3	3
Families with Disabilities	379	3	4	3	3	3	3
Race/Ethnicity WHITE	68	3	4	3	3	3	3
Race/Ethnicity BLACK	312	3	4	3	3	3	3
Race/Ethnicity OTHER	1	3	4	3	3	3	3

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: **2000 State of North Carolina**
- 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)
PHA local survey of jurisdiction 2000 / State of North Carolina Consolidated Plan 1996

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 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	383		152
Extremely low income <= 30% AMI	317	83	
Very low income (>30% but <=50% AMI)	53	14	
Low income (>50% but <80% AMI)	12	3	
Families with children	290	76	
Elderly families	14	4	
Families with Disabilities	75	12	

Housing Needs of Families on the Waiting List

Race/ethnicity WHITE	43	11	
Race/ethnicity BLACK	348	89	
Race/ethnicity HISPANIC	0	0	
Race/ethnicity OTHER	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 2 Months - June 2003 Does the PHA expect to re-open the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families on the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

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	313		112
Extremely low income <=30% AMI	225	72	
Very low income (>30% but <=50% AMI)	85	27	
Low income (>50% but <80% AMI)	3	1	
Families with children	190	61	
Elderly families	19	6	
Families with Disabilities	25	8	
Race/ethnicity WHITE	28	9	
Race/ethnicity BLACK	282	90	
Race/ethnicity HISPANIC	2	1	
Race/ethnicity OTHER	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	127	41	
2BR	99	32	
3BR	66	20	
4BR	20	6	
5BR	1	1	
5+BR	0	0	

Housing Needs of Families on the Waiting List

Isthe waiting list closed (select one)? No Yes

If yes:

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

Does the PHA expect to re-open the list in the PHA Plan year? No Yes

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

C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthejurisdictionandonthe waitinglist **INTHEUPCOMINGYEAR** ,andtheAgency'sreasonsforchoosingthisstrategy.

(1)Strategies

Need:Shortageofaffordablehousingforalleligiblepopulations

Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithitscurrent resourcesby:

Selectallthat apply

- Employeffectivemaintenanceandmanagementpoliciestominimizethenumberofpublic housingunitsoff -line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixedfinance development
- Seekreplacementofpublichousingunitslosttotheinventorythroughsection8replacement housingresources
- Maintainorincreasesection8lease -upratesbyestablishingpaymentstandardsthatwillenable familiestorentthroughoutthejurisdiction
- Undertakemeasurestoensureaccesstoaffordablehousingamongfamiliesassistedbythe PHA,regardlessoffunitsizerequired
- Maintainorincreasesection8lease -upratesbymarketingtheprogramtoowners,particularly thoseoutsideofareasofminorityandpovertyconcentration
- Maintainor increasesection8lease -upratesbyeffectivelyscreeningSection8applicantsto increaseowneracceptanceofprogram
- ParticipateintheConsolidatedPlandevelopmentprocesstoensurecoordinationwithbroader communitystrategies
- Other(listbelow)

Strategy2:Increasethenumberofaffordablehousingunitsby:

Selectallthatapply

- Applyforadditionalsection8unitsshouldtheybecomeavailable
- Leverageaffordablehousingresourcesinthecommunitythroughthecreationofmixed - financehousing
- PursuehousingresourcesotherthanpublichousingorSection8tenant -basedassistance.
- Other:(listbelow)

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	\$783,579.00	
b) Public Housing Capital Fund	\$637,439.00	
c) HOPEVIR revitalization		
d) HOPEVIDemolition		
e) Annual Contributions for Section 8 Tenant -Based Assistance	\$1,341,410.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self - Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2002 CFP	\$637,439.00	Modernization
2001 CFP	\$322,970.77	Modernization
3. Public Housing Dwelling Rental Income		
FY 2003	\$491,500.00	Operations
4. Other income (list below)		
Maintenance Charges	\$9,000.00	Operations/Reserves
Other/Interest	\$8,000.00	Operations/Reserves
4. Non -federal sources (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	\$4,231,337.77	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number) **5**
- 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) **Credit History**

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) PHA-Wide

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

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

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

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

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

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

b. Transfer policies:

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

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

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.

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 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 ensure 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
- Anytime family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

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

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug -related activity only to the extent required by law or regulation
 - Criminal and drug -related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug -related activity (list factors below)
 - Other (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) **House Keeping & Reasons for Terminations**

(2)WaitingListOrganization

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

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

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

- PHA main administrative office
- Other (list below) **Section 8 Main Office -202 W. 9th Street; Washington, NC**

(3)SearchTime

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

If yes, state circumstances below:
Hard to find a unit & portability.

(4)AdmissionsPreferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent -setting policy)
If yes, state amount/s and circumstances below:

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

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

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

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

- 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

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

An organization chart showing the PHA's management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
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)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24CFR Part 903. 79(f)]

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

-Only PHAs

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant -Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24CFR Part 903.79(g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5 -Year Action Plan

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

-or-

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

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 HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

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

- Revitalization Plan under development
- Revitalization 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 HOPEVI revitalization grant in the Plan year?
- If yes, list development name/s below:

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

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

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
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

[24CFR Part 903.79(i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessments of Reasonable Revitalization Pursuant to Section 202 of the HUD 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 as streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

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

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

11.HomeownershipPrograms AdministeredbythePHA

[24CFRPart903.79(k)]

A.PublicHousing

ExemptionsfromComponent11A:Section8onlyPHAsarenotrequiredtocomplete11A.

1. Yes No: DoesthePHAadministeranyhomeownershipprogramsadministeredbythe PHAunderanapprovedsection5(h)homeownershipprogram(42U.S.C. 1437c(h)),oranapprovedHOPE Iprogram(42U.S.C.1437aaa)orhasthePHA appliedorplantoapplytoadministeranyhomeownershipprogramsunder section5(h), theHOPEIprogram,orsection32oftheU.S.HousingActof1937 (42U.S.C.1437z -4).(If“No”,skiptocomponent11B;if“yes”,completeone activitydescriptionforeachapplicableprogram/plan,unlesseligibletocomplete astreamlinedsubmissiondueto **smallPHA** or **highperformingPHA** status. PHAscompletingstreamlinedsubmissionsmayskiptocomponent11B.)

2.ActivityDescription

Yes No: HasthePHAprovidedallrequiredactivitydescriptioninformation forthis componentinthe **optional**PublicHousingAssetManagementTable?(If“yes”, skiptocomponent12.If“no”,completetheActivityDescriptiontablebelow.)

PublicHousingHomeownershipActivityDescription (Completeoneforeachdevelopmentaffected)
1a.Developmentname: 1b.Development(project)number:
2.FederalProgramauthority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> TurnkeyIII <input type="checkbox"/> Section32oftheUSHAof1937(effective10/1/99)
3.Appli cationstatus:(selectone) <input type="checkbox"/> Approved;includedinthePHA’sHomeownershipPlan/Program <input type="checkbox"/> Submitted,pendingapproval <input type="checkbox"/> Plannedapplication
4.DateHomeownershipPlan/Programapproved,submitted,orplannedforsubmission: (DD/MM/YYYY)
5. Numberofunitsaffected: 6.Coverageofaction:(selectone) <input type="checkbox"/> Partofthedevelopment <input type="checkbox"/> Totaldevelopment

B. Section 8 Tenant Based Assistance

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

2. Program Description :

a. Size of Program

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

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

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

b. PHA established eligibility criteria

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

12. PHA Community Service and Self -sufficiency Programs

[24 CFR Part 903.79(1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed?

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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

SEE ATTACHMENT L

13.PHASafetyandCrimePreventionMeasures

[24CFRPart903.79(m)]

ExemptionsfromComponent13:HighperformingandsmallPHAsnotparticipatinginPHDEPandSection8OnlyPHAs mayskiptocomponent15.HighPerformingandsmallPHAsthatareparticipatinginPHDEPandaesubmittingaPHDEP PlanwiththisPHAPlanmayskiptosub -componentD.

A.Needformeasurestoensurethesafetyofpublichousingresident s

1.Describetheneedformeasurestoensurethesafetyofpublichousingresidents(selectallthatapply)

- Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA'sdevelopments
- Highincidenceofviolentand/or drug -relatedcrimeintheareassurroundingoradjacenttothe PHA'sdevelopments
- Residentsfearfulfortheirsafetyand/orthesafetyoftheirchildren
- Observedlower -levelcrime,vandalismand/or gra ffiti
- Peopleonwaitinglistunwillingtomoveintooneormoredevelopmentsduetoperceived and/oractuallevelsofviolentand/or drug -relatedcrime
- Other(describewhatbelow)

2.WhatinformationordatadidthePHAusedtodeterminetheneedforPHAactionstoimprove safetyofresidents(selectallthatapply).

- Safetyandsecuritysurveyofresidents
- Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround”public housing authority
- Analysisofcosttrendsovertimeforrepairofvandalismandremovalofgraffiti
- Residentreports
- PHAemployeereports
- Policereports
- Demonstrable,quantifiablesuccesswithpreviousorongoinganticrime/antidrugprograms
- Other(describewhatbelow)

3.Whichdevelopmentsaremostaffected?(listbelow)

B.CrimeandDrugPreventionactivitiesthePHAhasundertakenorplanstounde rtakeinthe nextPHAfiscalyear

1.ListthecrimepreventionactivitiesthePHAhasundertakenorplanstoundertake:(selectallthat apply)

- Contractingwithoutsideand/orresidentorganizationsforthe provisionofcrime -and/or drug - preventionactivities
- CrimePreventionThroughEnvironmentalDesign
- Activitiestargetedtoat -riskyouth,adults,orseniors
- VolunteerResidentPatrol/BlockWatchersProgram
- Other(describewhatbelow)

2. 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 law enforcement services -baseline
- Other activities (list below)

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

D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY2001 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 FY2001 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

SEE ATTACHMENT M

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

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

16. Fiscal Audit

[24CFRPart903.79(p)]

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

17. PHA Asset Management

[24CFRPart903.79(q)]

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

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

18. Other Information

[24CFRPart903.79(r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached as Attachment
 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: **State of North Carolina**

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
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 prospective resident to obtain safe, sanitary and decent housing which is affordable and assist prospective resident with self-sufficiency.

D. Other Information Required by HUD

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

Definitions for a substantial deviation from a 5-Year Plan and a significant amendment or modification to a 5-Year Plan and Annual Plan:

Substantial deviations or significant amendments or modifications are defined as discretionary in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners

Attachments

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

A -ADMISSIONSPOLICYFORDECONCENTRATION

B -FY2003CAPITALFUNDPROGRAMANNUALSTATEMENT

C -FY2003CAPITALFUNDPROGRAM5YEARACTIONPLAN

D-PHACERTIFICATIONS&BOARDRESOLUTIONS

E-STATEMENTOFCONSISTENCYWITHTHECONSOLIDATEDPLAN

F-BRIEFSTATEMENTINMEETING5YR.MISSIONS&GOALS

G-RESIDENTMEMBERSHIPONTHEPHAGOVERNINGBOARD

H -MEMBERSHIPOFTHERESIDENTADVISORYBOARDORBOARDS

I-FY2002P&EREPORT

J-FY2001P&EREPORT

K-FY2000P&EREPORT

L-COMMUNITYSERVICEPOLICY

M-PETPOLICY

**N-ASSESSMENTOFDEMOGRAPHICCHANGESINPUBLICHOUSING
DEVELOPMENTS**

O-VOLUNTARYCONVERSIONINITIALASSESSMENTS

ATTACHMENT A

Admissions Policy for Deconcentration

DECONCENTRATION POLICY

It is Washington Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Washington Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income level of families residing in each of our developments, the income level of census tracts in which our developments are located, and the income level of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

The Washington Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and non-discriminatory manner.

When the Washington Housing Authority discovers that a unit will become available, we will contact the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income targeting goal.

The Washington Housing Authority will contact the family first by telephone to make the unit offer. If the family cannot be reached by telephone, the family will be notified of a unit offer via first class mail. The family will be given three (3) business days from the date the letter was mailed to contact the Washington Housing Authority regarding the offer.

The family will be offered the opportunity to view the unit. After the opportunity to view the unit, the family will have 24 hours to accept or reject the unit. This verbal offer and the family's decision must be documented in the tenant file. If the family rejects the offer of the unit, the Washington Housing Authority will send the family a letter documenting the offer and the rejection.

ATTACHMENTB –FY2003CFPAnnualStatement

CAPITALFUNDPROGRAM ABLESSTARTHERE

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/RHF)PartI:Summary					
PHAName: WashingtonHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: NC19P03250103 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2003
<input checked="" type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input type="checkbox"/> RevisedAnnualStatement(revisionno:) <input type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding: <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406Operations	\$20,439.00			
3	1408ManagementImprovements	\$5,000.00			
4	1410Administration	\$23,000.00			
5	1411Audit				
6	1415LiquidatedDamages				
7	1430Fees andCosts	\$34,000.00			
8	1440SiteAcquisition				
9	1450SiteImprovement				
10	1460DwellingStructures	\$535,000.00			
11	1465.1DwellingEquipment —Nonexpendable	\$10,000.00			
12	1470NondwellingStructures				
13	1475NondwellingEquipment				
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts				
18	1499DevelopmentActivities				
19	1501CollaterizationorDebtService				
20	1502Contingency				
21	AmountofAnnual Grant:(sumoflines2 –20)	\$637,439.00			
22	Amountofline21RelatedtoLBPActivities				

TableLibrary

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

PHAName: Washington Housing Authority	Grant Type and Number Capital Fund Program Grant No: NC19P03250103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
--	---	------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHAWide	Operations	1406	383	\$20,439.00				
	SUBTOTAL			\$20,439.00				
	<u>MANAGEMENT IMPROVEMENTS</u>							
PHAWide	Computer Software Upgrade	1408	383	\$5,000.00				
	SUBTOTAL			\$5,000.00				
	<u>ADMINISTRATION</u>							
PHAWide	<u>Non-Technical Salaries</u>							
	Prorate salaries during CFP Program @ +/-15%.	1410.1	383	\$17,000.00				
	Subtotal			\$17,000.00				
	<u>Employee Benefits</u>							
	Pay employee benefits for prorated salaries.	1410.9	383	\$6,000.00				
	Subtotal			\$6,000.00				
	SUBTOTAL			\$23,000.00				

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

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>FEES & COSTS</u>							
NC032-1	a. Architects fees to prepare bid and	1430.1	165 Units	\$4,000.00				
NC032-2	contract documents, drawings,	1430.1	46 Units	\$7,000.00				
NC032-4	specifications and assist the PHA at	1430.1	82 Units	\$0.00				
NC032-5	bid opening, awarding the contract, and	1430.1	40 Units	\$12,000.00				
NC032-6	to supervise the construction work	1430.1	50 Units	\$8,000.00				
	on a periodic basis. Fees to be negotiated							
	Contract Labor							
	Subtotal			\$31,000.00				
NC032-1	b. Consulting fees for Agency Plan	1430.2	165 Units	\$1,000.00				
NC032-2	preparation.	1430.2	46 Units	\$500.00				
NC032-4		1430.2	82 Units	\$500.00				
NC032-5		1430.2	40 Units	\$500.00				
NC032-6		1430.2	50 Units	\$500.00				
	Subtotal			\$3,000.00				
	SUBTOTAL			\$34,000.00				

TableLibrary

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

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>DWELLING STRUCTURES</u>							
NC032-4	a. Replace closet doors	1460	82 Units	\$41,000.00				
	Subtotal			\$41,000.00				
NC032-1	b. Install Handrails	1460	165 Units	\$20,000.00				
NC032-2		1460	46 Units	\$7,000.00				
NC032-4		1460	82 Units	\$10,000.00				
NC032-5		1460	40 Units	\$5,000.00				
NC032-6		1460	50 Units	\$8,000.00				
	Subtotal			\$50,000.00				
NC032-1	c. Install exhaust fans & rangehoods	1460	115 Units	\$82,000.00				
NC032-2		1460	46 Units	\$34,000.00				
	Subtotal			\$116,000.00				
NC032-4	b. Renova te bathrooms	1460	82 Units	\$328,000.00				
	Subtotal			\$328,000.00				
	SUBTOTAL			\$535,000.00				
	<u>DWELLING EQUIPMENTS</u>							
	<u>NONEXPENDABLE</u>							
PHA-Wide	Replace ranges & refrigerators	1465.1	15 Units	\$10,000.00				
	Subtotal			\$10,000.00				
	Grand Total			\$637,439.00				

TableLibrary

ATTACHMENTC –FY2003FiveYearActionPlan

CapitalFundProgramFive -YearActionPlan					
PartI:Summary					
PHAName: WashingtonHousing Authority				<input checked="" type="checkbox"/> Original5 -YearPlan <input type="checkbox"/> RevisionNo:	
Development Number/Name/HA-Wide	Year1	WorkStatementforYear2 FFYGrant:2004 PHAFY:2004	WorkStatementforYear3 FFYGrant:2005 PHAFY:2005	WorkStatementforYear4 FFYGrant:2006 PHAFY:2006	WorkStatementforYear5 FFYGrant:2007 PHAFY:2007
HAWide	Annual Statement	\$102,000.00	\$162,000.00	\$132,000.00	\$137,000.00
NC032-1		\$208,439.00	\$475,439.00	\$0.00	\$0.00
NC032-2		\$69,000.00	\$0.00	\$253,000.00	\$0.00
NC032-4		\$123,000.00	\$0.00	\$80,000.00	\$0.00
NC032-5		\$60,000.00	\$0.00	\$172,439.00	\$160,000.00
NC032-6		\$75,000.00	\$0.00	\$0.00	\$340,439.00
CFPFundsListedfor 5-yearplanning		\$637,439.00	\$637,439.00	\$637,439.00	\$637,439.00
ReplacementHousing FactorFunds					

Public Housing Drug Elimination Program Plan

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

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$ _____

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R _____

C. FFY in which funding is requested _____

D. Executive Summary of Annual PHDEP Plan

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

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

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

F. Duration of Program

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

6 Months _____ 12 Months _____ 18 Months _____ 24 Months _____ Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP program (place an "x" by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place "GE" in column or "W" for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant#	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

B. PHDEP Budget Summary

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

FY PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 -Reimbursement of Law Enforcement	
9120 -Security Personnel	
9130 -Employment of Investigators	
9140 -Voluntary Tenant Patrol	
9150 -Physical Improvements	
9160 -Drug Prevention	
9170 -Drug Intervention	
9180 -Drug Treatment	
9190 -Other Program Costs	
TOTAL PHDEP FUNDING	

PHDEP Plan Goals and Activities

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

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

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

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

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

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

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

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

9180 -DrugTreatment					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	PerformanceIndicators
1.							
2.							

9190 -OtherProgramCosts					TotalPHDEPFunds:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	PerformanceIndicators
1.							
2.							
3.							

Section3:Expenditure/ObligationMilestones

IndicatebyBudgetLineItemandtheProposedActivity(basedontheinformationcontainedinSection2PHDEPPlanBudgetand Goals),the%offundsthat willbeexpended(atleast25%ofthetotalgrantaward)andobligated(atleast50%ofthetotalgrant award)within12monthsofgrantexecution.

BudgetLine Item#	25%Expenditure ofTotalGrant FundsByActivity #	TotalPHDEP Funding Expended(sumof theactivities)	50%Obligation ofTotalGrant FundsbyActivity #	TotalPHDEP Funding Obligated(sumof theactivities)
<i>e.gBudgetLine Item#9120</i>	<i>Activities1,3</i>		<i>Activity2</i>	
9110				
9120				
9130				
9140				
9150				
9160				
9170				
9180				
9190				
TOTAL				

Section4:Certifications

ATTACHMENTD

PHACERTIFICATIONS&BOARDRESOLUTIONS

OriginalsforwardedtolocalHUDofficeunderseparatecover.

ATTACHMENT E

Statement of Consistency with the Consolidated Plan

Originals forwarded to local HUD office under separate cover.

ATTACHMENT F

Brief Statement in Meeting 5yr. Missions & Goals

Progress with 2001 Mission & Goals . The Authority's mission is to ensure safe, decent, and affordable housing; Create opportunities for residents' self-sufficiency and economic independence; and assure fiscal integrity in all programs administered. We have maintained "high performer" since FY2001. We feel that this is an indication of this Authority's excellence in mission accomplishment and fiscal integrity.

Our strategic goal is to increase the availability of decent, safe and affordable housing. We have reduced Public Housing vacancies during the past year. In addition to management of Public Housing and Section 8 Assisted Housing we have experience in management of a tax-credit property in Roper, NC. We have submitted Tax-Credit Applications for additional housing in Aulander and Lewiston, NC.

The Authority improved Housing Choice Voucher management during the fiscal year. We have increase customer satisfaction, improved public housing finance, improved voucher unit inspections, renovated and modernized Public Housing through the Capital Fund Program. The Authority has provided voucher mobility counseling, implemented site-based waiting lists and conducted outreach effort to potential voucher landlords.

Quality of Life and Economic Vitality . It has been our goal to provide an improved living environment by implementing measures to de-concentrate poverty by bringing higher income public housing households into lower income developments; implementing measure to promote income mixing in public housing by assuring access for lower income families into higher income developments; and implementing public housing security improvements.

Promote Self-Sufficiency and Asset Development of Families and Individuals . The Authority is pursuing its goal of promoting self-sufficiency and asset development of assisted households. We have increased the number and percentage of employed persons in assisted families; provided and attracted supportive services to improve assistance recipients' employability; and provide and attracted supportive services to increase independence for elderly, or families with disabilities.

Ensure Equal Opportunity in Housing for all Americans. The Authority continues to pursue its goal of ensuring equal opportunity and promoting fair housing objectives. We 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; and undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

Neighborhood Appearance:

This Authority has clean, well -maintained communities that compliment the overall appearance of the City of Washington, NC. We continue to make neighborhood appearance a major focus of our meetings with employees and residents as we learn about community needs and concerns.

We will continue to maintain public housing property in a decent and safe condition, with emphasis on neighborhood appearance.

ATTACHMENTG

ResidentMemberonthePHAGoverningBoard

1. Yes No: Does thePHAgoverningboardincludeatleastonememberwhois directlyassistedbythePHAthisyear?(ifno,skipto#2)

A. Nameofresidentmem ber(s)onthegoverningboard: **JosephineRoyster**

B. Howwasthe residentboardmembersselected:(selectone)?

- Elected
 Appointed

C. Thetermof appointmentis(includethedatetermexpires): **5Years -6/30/2004**

2. A. IfthePHAgoverningboarddoesnothaveatleastonememberwhoisdirectlyassistedby thePHA,whynot?

- thePHAislocatedinaStatethatrequiresthemembersofagoverning boardtobesalariedandserveonafulltimebasis
 thePHAhaslessthan300publichousingunits,hasprovidedreasonable noticetothersidentadvisoryboardoftheopportunitytoserveonthe governingboa rd,andhasnotbeennotifiedbyanyresidentoftheirinterest toparticipateintheBoard.
 Other(explain):

B. Dateofnexttermexpirationofagoverningboardmember: **June30,2004**

C. Nameandtitleofappointingofficial(s)forgoverningboard(indicateappointingofficialfor thenextposition):

CityofWashington;Mr.L.StewartRumley –CityMayor

ATTACHMENTH

MembershipoftheResidentAdvisoryBoardorBoards

ListmembersoftheResidentAdvisoryBoardorBoards:(Ifthelistwouldbeunreasonablylong, listorganizationsrepresentedorotherwiseprovideadescriptionsufficienttoidentifyhow membersarechosen.)

TheResidentAdvisoryBoardmembersare:

VertaGibbs
CarrieGriffin
ArettaSpencer
MollieDaniels
RudolphOre
EarlWells,Sr.

ATTACHMENT I –FY2002P&EReport

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) Part I: Summary					
PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations	\$20,000.00	\$20,000.00	\$0.00	\$0.00
3	1408 Management Improvements	\$5,000.00	\$5,000.00	\$0.00	\$0.00
4	1410 Administration	\$23,000.00	\$23,000.00	\$0.00	\$0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$34,000.00	\$27,400.00	\$0.00	\$0.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$535,439.00	\$542,039.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment —Nonexpendable	\$10,000.00	\$10,000.00	\$0.00	\$0.00
12	1470 Non dwelling Structures				
13	1475 Non dwelling Equipment	\$10,000.00	\$10,000.00	\$0.00	\$0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 –20)	\$637,439.00	\$637,439.00	\$0.00	\$0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security –Soft Costs				
25	Amount of Line 21 Related to Security –Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHAWide	Operations	1406	383	\$20,000.00	\$20,000.00	\$0.00	\$0.00	No
								Progress
	SUBTOTAL			\$20,000.00	\$20,000.00	\$0.00	\$0.00	
	<u>MANAGEMENT IMPROVEMENTS</u>							
PHAWide	Computer Software Upgrade	1408	383	\$5,000.00	\$5,000.00	\$0.00	\$0.00	No
								Progress
	SUBTOTAL			\$5,000.00	\$5,000.00	\$0.00	\$0.00	
	<u>ADMINISTRATION</u>							
PHAWide	<u>a. Non -Technical Salaries</u>							
	Prorate salaries during CFP Program @ +/-15%.	1410.1	383	\$17,000.00	\$0.00	\$0.00	\$0.00	Moved to 1410.11
	Subtotal			\$17,000.00	\$0.00	\$0.00	\$0.00	
PHAWide	<u>b. Employee Benefits</u>							
	Pay employee benefits for prorated salaries.	1410.9	383	\$6,000.00	\$0.00	\$0.00	\$0.00	Moved to 1410.11
	Subtotal			\$6,000.00	\$0.00	\$0.00	\$0.00	
PHAWide	<u>c. Capital Fund Program Coordinator</u>							
	Salary & benefits, and travel/education Combined 1410.1 & 9.	1410.11	383	\$0.00	\$22,000.00	\$0.00	\$0.00	Moved From Above
	Subtotal			\$0.00	\$22,000.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHAWide	d. <u>Sundry</u> Add miscellaneous expenses.	1410.19	383	\$0.00	\$1,000.00	\$0.00	\$0.00	Added
				\$0.00	\$1,000.00	\$0.00	\$0.00	
	SUBTOTAL			\$23,000.00	\$23,000.00	\$0.00	\$0.00	
	<u>FEES & COSTS</u>							
NC032-1	a. Architects fee to prepare bid and	1430.1	165 Units	\$4,000.00	\$21,920.00	\$0.00	\$0.00	In
NC032-2	contract documents, drawings,	1430.1	46 Units	\$7,000.00	\$0.00	\$0.00	\$0.00	
NC032-4	specifications and assist the PHA at	1430.1	82 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-5	bid opening, awarding the contract, and	1430.1	40 Units	\$12,000.00	\$5,480.00	\$0.00	\$0.00	Negotia.
NC032-6	to supervise the construction work	1430.1	50 Units	\$8,000.00	\$0.00	\$0.00	\$0.00	
	on a periodic basis. Fee to be negotiated							
	Contract Labor							
	Subtotal			\$31,000.00	\$27,400.00	\$0.00	\$0.00	
NC032-1	b. Consulting fees for Agency Plan	1430.2	165 Units	\$1,000.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-2	preparation.	1430.2	46 Units	\$500.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-4		1430.2	82 Units	\$500.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-5		1430.2	40 Units	\$500.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-6		1430.2	50 Units	\$500.00	\$0.00	\$0.00	\$0.00	Deleted
	Subtotal			\$3,000.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL			\$34,000.00	\$27,400.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>DWELLING STRUCTURES</u>							
NC032-1	a. Renovate kitchens & bathrooms	1460	165 Units	\$475,439.00	\$460,069.00	\$0.00	\$0.00	No Progress
	Subtotal			\$475,439.00	\$460,069.00	\$0.00	\$0.00	
NC032-1	b. Replaces creendoors & hardware	1460	20 Units	\$60,000.00	\$60,000.00	\$0.00	\$0.00	No Progress
	Subtotal			\$60,000.00	\$60,000.00	\$0.00	\$0.00	
NC032-5	c. Add replacement of sliding glass patio Doors @ 36 units at Easthaven with Fungibility from 2006.	1460	36 Units	\$0.00	\$16,970.00	\$0.00	\$0.00	Added/ No Progress
	Subtotal			\$0.00	\$16,970.00	\$0.00	\$0.00	
PHA-Wide	d. Add Force Account labor to maintain apartments. Includes salary, benefits & materials.	1460	383 Units	\$0.00	\$5,000.00	\$0.00	\$0.00	Added/ No Progress
	Subtotal			\$0.00	\$5,000.00	\$0.00	\$0.00	
	SUBTOTAL			\$535,439.00	\$542,039.00	\$0.00	\$0.00	
	<u>DWELLING EQUIPMENTS</u>							
	<u>NONEXPENDABLE</u>							
PHA-Wide	Replaceranges & refrigerators	1465.1	15 Units	\$10,000.00	\$10,000.00	\$0.00	\$0.00	No Progress
	Subtotal			\$10,000.00	\$10,000.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>NONDWELLING EQUIPMENT</u>							
PHA-Wide	Purchaser radios, maintenance equipment & computer equipment.	1475	363 Units	\$10,000.00	\$10,000.00	\$0.00	\$0.00	No Progress
	Subtotal			\$10,000.00	\$10,000.00	\$0.00	\$0.00	
	Grand Total			\$637,439.00	\$637,439.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part III: Implementation Schedule

PHAN Name: Washington Housing Authority			Grant Type and Number Capital Fund Program No: NC19P03250102 Replacement Housing Factor No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC032-1	10/1/04	9/30/04		10/1/06	9/30/06		Need to match LOCC's contract dates for Implementation schedule.
NC032-2	10/1/04	9/30/04		10/1/06	9/30/06		
NC032-4	10/1/04	9/30/04		10/1/06	9/30/06		
NC032-5	10/1/04	9/30/04		10/1/06	9/30/06		
NC032-6	10/1/04	9/30/04		10/1/06	9/30/06		

NC032-1=165 Units NC032-4=82 Units NC032-6=50 Units
 NC032-2=46 Units NC032-5=40 Units

ATTACHMENTJ –FY2001P&EReport

CAPITALFUNDPROGRAMTABLESSTARTHERE

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/RHF)PartI:Summary					
PHAName: WashingtonHousingAuthority		GrantTypeandNumber CapitalFundProgramGrantNo: NC19P03250101 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2001
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input checked="" type="checkbox"/> RevisedAnnualStatement(revisionno: 1)					
<input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding: 3/31/03 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406Operations	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
3	1408ManagementImprovements	\$5,000.00	\$2,500.00	\$0.00	\$0.00
4	1410Administration	\$23,000.00	\$14,312.55	\$9,341.44	\$9,341.44
5	1411Audit				
6	1415LiquidatedDamages				
7	1430FeesandCosts	\$34,000.00	\$27,900.00	\$16,041.69	\$16,041.69
8	1440SiteAcquisition				
9	1450SiteImprovement				
10	1460DwellingStructures	\$549,224.00	\$572,759.54	\$269,149.24	\$269,149.24
11	1465.1DwellingEquipment —Nonexpendable	\$10,000.00	\$9,940.02	\$9,940.02	\$9,940.02
12	1470NondwellingStructures				
13	1475NondwellingEquipment	\$10,000.00	\$3,811.89	\$3,780.84	\$3,780.84
14	1485Demolition				
15	1490Repl acementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts				
18	1499DevelopmentActivities				
19	1501CollaterizationorDebtService				
20	1502Contingency				
21	AmountofAnnualGrant:(sumoflines2 –20)	\$651,224.00	\$651,224.00	\$328,253.23	\$328,253.23
22	Amountofline21RelatedtoLBPActivities				
23	Amountofline21RelatedtoSection504compliance				
24	Amountofline21RelatedtoSecurity –SoftCosts				
25	AmountofLine21RelatedtoSecurity –HardCosts	\$69,224.00	\$173,064.04	\$172,988.74	\$172,988.74
26	Amountofline21RelatedtoEnergyConservation Measures	\$330,000.00	\$298,000.00	\$17,478.00	\$17,478.00

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHAWide	Operations	1406	383	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	Completed
	SUBTOTAL			\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	
	<u>MANAGEMENT IMPROVEMENTS</u>							
PHAWide	Computer Software Upgrade	1408	383	\$5,000.00	\$2,500.00	\$0.00	\$0.00	No Progress
	SUBTOTAL			\$5,000.00	\$2,500.00	\$0.00	\$0.00	
	<u>ADMINISTRATION</u>							
PHAWide	a. <u>Non-Technical Salaries</u>							
	Prorate salaries during CFP Program @ +/-15%.	1410.1	383	\$17,000.00	\$0.00	\$0.00	\$0.00	Deleted
	Subtotal			\$17,000.00	\$0.00	\$0.00	\$0.00	
PHAWide	b. <u>Legal Expense</u>	1410.4	383	\$0.00	\$2,263.00	\$2,263.00	\$2,263.00	Added/
	Add expenses for attorney.							Completed
	Subtotal			\$0.00	\$2,263.00	\$2,263.00	\$2,263.00	
PHAWide	c. <u>Employee Benefits</u>							
	Pay employee benefits for prorated salaries.	1410.9	383	\$6,000.00	\$0.00	\$0.00	\$0.00	Deleted
	Subtotal			\$6,000.00	\$0.00	\$0.00	\$0.00	
PHAWide	d. <u>Capital Fund Program Coordinator</u>	1410.11	383	\$0.00	\$11,049.55	\$7,078.44	\$7,078.44	Moved from
	Salary & benefits, and travel/education.							1410.1 & 9
	<i>Combined 1410.1 & 9.</i>			\$0.00	\$11,049.55	\$7,078.44	\$7,078.44	

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHAWide	e. <u>Sundry</u>	1410.19	383	\$0.00	\$1,000.00	\$0.00	\$0.00	Added
	Add miscellaneous expenses.							
	Subtotal			\$0.00	\$1,000.00	\$0.00	\$0.00	
	SUBTOTAL			\$23,000.00	\$14,312.55	\$9,341.44	\$9,341.44	
	<u>FEES & COSTS</u>							
NC032-1	a. Architects fee to prepare bid and	1430.1	165 Units	\$4,000.00	\$3,627.00	\$2,085.42	\$2,085.42	In Progress
NC032-2	contract documents, drawings,	1430.1	46 Units	\$7,000.00	\$6,138.00	\$3,529.17	\$3,529.17	In Progress
NC032-4	specifications and assist the PHA at	1430.1	82 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-5	bid opening, awarding the contract, and	1430.1	40 Units	\$12,000.00	\$10,881.00	\$6,256.26	\$6,256.26	In Progress
NC032-6	to supervise the construction work	1430.1	50 Units	\$8,000.00	\$7,254.00	\$4,170.84	\$4,170.84	In Progress
	on a periodic basis. Fee to be negotiated							
	Contract Labor							
	Subtotal			\$31,000.00	\$27,900.00	\$16,041.69	\$16,041.69	
NC032-1	b. Consulting fees for Agency Plan	1430.2	165 Units	\$1,000.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-2	preparation.	1430.2	46 Units	\$500.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-4		1430.2	82 Units	\$500.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-5		1430.2	40 Units	\$500.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-6		1430.2	50 Units	\$500.00	\$0.00	\$0.00	\$0.00	Deleted
	Subtotal			\$3,000.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL			\$34,000.00	\$27,900.00	\$16,041.69	\$16,041.69	

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>DWELLING STRUCTURES</u>							
NC032-1	a. Replaced deteriorated heating systems	1460	165 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-2	with new HVAC systems & replace	1460	46 Units	\$130,000.00	\$116,220.00	\$6,816.42	\$6,816.42	In Progress
NC032-4	Water Heating Systems as applicable.	1460	82 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-5		1460	40 Units	\$200,000.00	\$181,780.00	\$10,661.58	\$10,661.58	In Progress
NC032-6		1460	50 Units	\$0.00	\$0.00	\$0.00	\$0.00	
	Subtotal			\$330,000.00	\$298,000.00	\$17,478.00	\$17,478.00	
NC032-1	b. Replaced deteriorated cabinets	1460	165 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-2	\$112,230.00 total bid w/ \$33,547.50 of	1460	46 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-4	work paid w/ 2000 funds.	1460	82 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-5		1460	40 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-6		1460	50 Units	\$150,000.00	\$78,682.50	\$78,682.50	\$78,682.50	Completed
	Subtotal			\$150,000.00	\$78,682.50	\$78,682.50	\$78,682.50	
NC032-1	c. Install vandal resistant creendoors@	1460	95 Units	\$69,224.00	\$42,435.00	\$42,435.00	\$42,435.00	Completed
NC032-2	front & rear entries and replace entry	1460	46 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-4	door hardware. (95 Units at Oakcrest).	1460	82 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-5	\$55,430.00 total bid for 115 units,	1460	40 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-6	w/ \$12,995.00 paid w/ 2000 funds for 20	1460	50 Units	\$0.00	\$0.00	\$0.00	\$0.00	
	units.							
	Subtotal			\$69,224.00	\$42,435.00	\$42,435.00	\$42,435.00	

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC032-2	d. Add balance of windows & screens/ security doors @ Eastern Village. \$76,894.00 total bid w/ \$54,261.00 of work paid w/ 2000 funds through fungibility. Also add hardware of \$15,899.43.	1460	Bal. of units	\$0.00	\$38,532.43	\$30,843.03	\$30,843.03	Added/ In Progress
	Subtotal			\$0.00	\$38,532.43	\$30,843.03	\$30,843.03	
NC032-6	e. Add balance of windows & screens/ security doors @ Westbrook. \$128,989.00 total bid w/ \$16,379.39 of work paid w/ 2000 funds through fungibility.	1460	Bal. of units	\$0.00	\$112,609.61	\$99,710.71	\$99,710.71	Added/ In Progress
	Subtotal			\$0.00	\$112,609.61	\$99,710.71	\$99,710.71	
PHA-Wide	f. Add force account labor to maintain apartments including salary, benefits & materials.	1460	383 Units	\$0.00	\$2,500.00	\$0.00	\$0.00	Added
	Subtotal			\$0.00	\$2,500.00	\$0.00	\$0.00	
	SUBTOTAL			\$549,224.00	\$572,759.54	\$269,149.24	\$269,149.24	
	<u>DWELLING EQUIPMENTS</u>							
	<u>NONEXPENDABLE</u>							
PHA-Wide	Replace ranges & refrigerators	1465.1	15 Units	\$10,000.00	\$9,940.02	\$9,940.02	\$9,940.02	Completed
	SUBTOTAL			\$10,000.00	\$9,940.02	\$9,940.02	\$9,940.02	

Annual Statement/Performance and Evaluation Report Budget Revision #1
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>NONDWELLING EQUIPMENT</u>							
PHA-Wide	Purchaser radios, maintenance equipment & computer equipment.	1475	363 Units	\$10,000.00	\$3,811.89	\$3,780.84	\$3,780.84	In Progress
	SUBTOTAL			\$10,000.00	\$3,811.89	\$3,780.84	\$3,780.84	
	GRAND TOTAL			\$651,224.00	\$651,224.00	\$328,253.23	\$328,253.23	

ATTACHMENTK –FY2000P&EReport

CAPITALFUNDPROGRAMTABLESSTARTHERE

AnnualStatement/PerformanceandEvaluationReport					
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/RHF)PartI:Summary					
PHAName:WashingtonHousingAuthority		GrantTypeand Number CapitalFundProgramGrantNo: NC19P03250100 ReplacementHousingFactorGrantNo:			FederalFYofGrant: 2000
<input type="checkbox"/> OriginalAnnualStatement <input type="checkbox"/> ReserveforDisasters/Emergencies <input checked="" type="checkbox"/> RevisedAnnualStatement(revisionno: 3)					
<input checked="" type="checkbox"/> PerformanceandEvaluationReportforPeriodEnding: 3/31/03 <input type="checkbox"/> FinalPerformanceandEvaluationReport					
Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds				
2	1406Operations	\$20,000.00	\$26,188.11	\$26,188.11	\$20,000.00
3	1408ManagementImprovements	\$5,000.00	\$2,950.00	\$2,950.00	\$2,950.00
4	1410Administration	\$23,000.00	\$18,861.89	\$18,861.89	\$10,225.45
5	1411Audit				
6	1415LiquidatedDamages				
7	1430FeesandCosts	\$31,524.95	\$31,524.95	\$31,524.95	\$29,624.38
8	1440SiteAcquisition				
9	1450SiteImprovement				
10	1460DwellingStructures	\$548,665.05	\$544,900.03	\$544,900.03	\$544,900.03
11	1465.1DwellingEquipment —Nonexpendable				
12	1470NondwellingStructures	\$0.00	\$3,765.02	\$3,765.02	\$3,765.02
13	1475NondwellingEquipment	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts				
18	1499DevelopmentActivities				
19	1501CollateralizationorDebtService				
20	1502Contingency				
21	AmountofAnnualGrant:(sumoflines2 –20)	\$638,190.00	\$638,190.00	\$638,190.00	\$621,464.88
22	Amountoffline21RelatedtoLBPActivities				
23	Amountoffline21RelatedtoSection504compliance				
24	Amountoffline21RelatedtoSecurity –SoftCosts				
25	AmountofLine21RelatedtoSecurity –HardCosts	\$0.00	\$128,264.26	\$128,264.26	\$128,264.26
26	Amountoffline21RelatedtoEnergyConservation Measures	\$99,345.05	\$155,215.18	\$155,215.18	\$155,215.18

Annual Statement/Performance and Evaluation Report **Budget Revision #3**
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHAWide	Operations	1406	383	\$20,000.00	\$26,188.11	\$26,188.11	\$20,000.00	In Progress
	SUBTOTAL			\$20,000.00	\$26,188.11	\$26,188.11	\$20,000.00	
	<u>MANAGEMENT IMPROVEMENTS</u>							
PHAWide	Computer Software Upgrade	1408	383	\$5,000.00	\$2,950.00	\$2,950.00	\$2,950.00	Completed
	SUBTOTAL			\$5,000.00	\$2,950.00	\$2,950.00	\$2,950.00	
	<u>ADMINISTRATION</u>							
PHAWide	<u>a. Non -Technical Salaries</u>	1410.1	383	\$17,000.00	\$0.00	\$0.00	\$0.00	Deleted
	Prorate salaries during CFP Program @ +/-15%.			\$17,000.00	\$0.00	\$0.00	\$0.00	
	Subtotal							
PHAWide	<u>b. Employee Benefits</u>	1410.9	383	\$6,000.00	\$0.00	\$0.00	\$0.00	Deleted
	Pay employee benefits for prorated salaries.			\$6,000.00	\$0.00	\$0.00	\$0.00	
	Subtotal							
PHAWide	<u>c. Capital Fund Program Coordinator</u>	1410.11	383	\$0.00	\$17,081.14	\$17,081.14	\$8,444.70	Moved from
	Salary & benefits, & Travel/Education.							1410.1 & .9
	Subtotal			\$0.00	\$17,081.14	\$17,081.14	\$8,444.70	
PHAWide	<u>d. Publications</u>	1410.12	383	\$0.00	\$504.39	\$504.39	\$504.39	Added/
	Subtotal			\$0.00	\$504.39	\$504.39	\$504.39	Completed

Annual Statement/Performance and Evaluation Report Budget Revision #3
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHAWide	e. Sundry Supplies.	1410.19	383	\$0.00	\$1,276.36	\$1,276.36	\$1,276.36	Added/ Completed
	Subtotal			\$0.00	\$1,276.36	\$1,276.36	\$1,276.36	
	SUBTOTAL			\$23,000.00	\$18,861.89	\$18,861.89	\$10,225.45	
	<u>FEES & COSTS</u>							
NC032-1	a. Architects fee to prepare bid and contract documents, drawings, specifications and assist the PHA at bid opening, awarding the contract, and to supervise the construction work on a periodic basis. Fee to be negotiated	1430.1	165 Units	\$13,524.95	\$13,524.95	\$13,524.95	\$12,738.48	In Progress
NC032-2		1430.1	46 Units	\$5,000.00	\$5,000.00	\$5,000.00	\$4,739.90	In Progress
NC032-4		1430.1	82 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-5		1430.1	40 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-6		1430.1	50 Units	\$13,000.00	\$13,000.00	\$13,000.00	\$12,146.00	In Progress
	Contract Labor (\$3,124.95 to be paid for Balance of FY -1999 fee for wrk @ 001).							
	Subtotal			\$31,524.95	\$31,524.95	\$31,524.95	\$29,624.38	
NC032-1	b. Consulting fees for Agency Plan preparation.	1430.2	165 Units	\$0.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-2		1430.2	46 Units	\$0.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-4		1430.2	82 Units	\$0.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-5		1430.2	40 Units	\$0.00	\$0.00	\$0.00	\$0.00	Deleted
NC032-6		1430.2	50 Units	\$0.00	\$0.00	\$0.00	\$0.00	Deleted
	Subtotal			\$0.00	\$0.00	\$0.00	\$0.00	
	SUBTOTAL			\$31,524.95	\$31,524.95	\$31,524.95	\$29,624.38	

Annual Statement/Performance and Evaluation Report Budget Revision #3
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>DWELLING STRUCTURES</u>							
NC032-1	a. Replaced deteriorated heating systems	1460	165 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-2	with new HVAC systems & replace	1460	46 Units	\$99,345.05	\$0.00	\$0.00	\$0.00	Deferred
NC032-4	Water Heating Systems as applicable.	1460	82 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-5	(20 Units @ 002)	1460	40 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-6		1460	50 Units	\$200,200.00	\$155,215.18	\$155,215.18	\$155,215.18	Completed
	Subtotal			\$299,545.05	\$155,215.18	\$155,215.18	\$155,215.18	
NC032-1	b. Replaced deteriorated roofing	1460	165 Units	\$249,120.00	\$223,862.31	\$223,862.31	\$223,862.31	Completed
NC032-2		1460	46 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-4		1460	82 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-5		1460	40 Units	\$0.00	\$0.00	\$0.00	\$0.00	
NC032-6		1460	50 Units	\$0.00	\$0.00	\$0.00	\$0.00	
	Subtotal			\$249,120.00	\$223,862.31	\$223,862.31	\$223,862.31	
NC032-5	c. Add new windows & screens/security doors @ East Haven with fungibility from 2006.	1460	40 Units	\$0.00	\$38,440.76	\$38,440.76	\$38,440.76	Added/ Completed
	Subtotal			\$0.00	\$38,440.76	\$38,440.76	\$38,440.76	
NC032-2	d. Add new windows & screens/security doors @ Eastern Village Annex with fungibility from 2003. (Balance of work to be completed w/ 2001 funds of \$22,633.00, as total bid was \$76,894.00).	1460	46 Units	\$0.00	\$54,261.00	\$54,261.00	\$54,261.00	Added/ Completed
	Subtotal			\$0.00	\$54,261.00	\$54,261.00	\$54,261.00	

Annual Statement/Performance and Evaluation Report Budget Revision #3
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC032-6	e. Add new windows & screens/security doors @ Westbrook with fungibility from 2006. (Balance of work to be completed w/ 2001 funds of \$112,609.61.)	1460	50 Units	\$0.00	\$16,379.39	\$16,379.39	\$16,379.39	Added/ Completed
	Subtotal			\$0.00	\$16,379.39	\$16,379.39	\$16,379.39	
NC032-1	f. Add security screen doors @ 20 units At Oakcrest with fungibility from 2001. Balance of work at 95 units to be completed w/ 2001 funds of \$42,435.00. (Total bid was \$55,430.00)	1460	20 Units	\$0.00	\$12,995.00	\$12,995.00	\$12,995.00	Added/ Completed
	Subtotal			\$0.00	\$12,995.00	\$12,995.00	\$12,995.00	
NC032-6	g. Add kitchen cabinets @ Westbrook with fungibility from 2001. (Balance of work to be completed w/ 2001 funds of \$78,682.50.)	1460	50 Units	\$0.00	\$33,547.50	\$33,547.50	\$33,547.50	Added/ Completed
	Subtotal			\$0.00	\$33,547.50	\$33,547.50	\$33,547.50	
PHA-Wide	h. Force account labor to maintain Apartments including salary & benefits.	1460	383 Units	\$0.00	\$10,198.89	\$10,198.89	\$10,198.89	Added/ Completed
	Subtotal			\$0.00	\$10,198.89	\$10,198.89	\$10,198.89	
	SUBTOTAL			\$548,665.05	\$544,900.03	\$544,900.03	\$544,900.03	

Annual Statement/Performance and Evaluation Report **Budget Revision #3**
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part II: Supporting Pages

PHAName: Washington Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P03250100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>NONDWELLING STRUCTURES</u>							
PHA-Wide	Add renovation of kitchen at main office with cabinets, tile, carpet & paint with fungibility from 2004.	1470	383 Units	\$0.00	\$3,765.02	\$3,765.02	\$3,765.02	Added/Completed
	SUBTOTAL			\$0.00	\$3,765.02	\$3,765.02	\$3,765.02	
	<u>NONDWELLING EQUIPMENT</u>							
NC032-1	Purchase radios, maintenance equipment & computer equipment.	1475	165 Units	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	Completed
	SUBTOTAL			\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
	GRAND TOTAL			\$638,190.00	\$638,190.00	\$638,190.00	\$621,464.88	

Annual Statement/Performance and Evaluation Report Budget Revision #3
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/RHF) 3/31/03
Part III: Implementation Schedule

PHAN ame: Washington Housing Authority			Grant Type and Number Capital Fund Program No: NC19P03250100 Replacement Housing Factor No:			Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC032-1	9/30/02		9/30/02	9/30/03	9/30/04		Need maximum time frames allowed by HUD for expenditure of funds per LOCC's Contract Dates.
NC032-2	9/30/02		9/30/02	9/30/03	9/30/04		
NC032-6	9/30/02		9/30/02	9/30/03	9/30/04		“
NC032-5	N/A	9/30/02	9/30/02	N/A	9/30/04		Also add 005 to Implementation Schedule.
PHA-Wide	9/30/02		9/30/02	9/30/03	9/30/04		“

NC032-1=165 Units NC032-4=82 Units NC032-6=50 Units
 NC032-2=46 Units NC032-5=40 Units

ATTACHMENT L

Community Service Policy

NOTICE TO RESIDENTS

SUBJECT: Reinstatement of Community Service Requirement

TO: Washington Housing Authority Public Housing Residents

The Dept. of Housing and Urban Development has reinstated the Community Service requirement for public housing residents. This letter is your personal notice of the Community Service Requirement for Public Housing Policy, effective immediately. You are required to ***perform eight hours of community service each month, or participate in a self-sufficiency program for at least eight hours every month.*** Compliance with this requirement is mandatory and must be completed in order to remain in public housing. ***Exemptions from this requirement are explained in the attached policy.***

Community service requirements, or locations, will include but are not limited to within the jurisdiction; activities to improve the physical environment of the resident's development; volunteer work in local schools, hospitals, child care centers or approved non-profit social service agencies. No resident will perform community service with any political affiliation or activities.

The Housing Authority will determine compliance with the public housing community service requirements once a year, at the annual recertification, 30 days prior to the expiration of the resident's lease, in accordance with the principles of due process.

Enclosed, for information, are this Authority's policies regarding Community Service Requirements for Public Housing and Implementation of Community Service and Self-sufficiency Requirements. We are also enclosing a Resident Community Service Tracking Form for documentation of program compliance.

Please contact us, if you have any questions.

Sincerely,

William I. Cochran, Jr.
Executive Director

Board Approved
July 14, 2003

Washington Housing Authority

Community Service Requirement for Public Housing

Every adult resident of the Washington Housing Authority will be required to perform eight hours of community service each month, or participate in a self-sufficiency program for at least eight hours every month. ***This requirement does not apply if the adult resident:***

1. Is 62 years of age or older;
2. Is a blind or disabled individual, as required by law, and who is unable to comply with this section, or is a primary caretaker of such individual;
3. Is engaged in a work activity, Section 407 (d) of the Social Security Act; [42 U.S.C. 607(d)]

The Washington Housing Authority will determine compliance with the public housing community service requirements once a year, 30 days prior to the expiration of the resident's lease, in accordance with the principles of due process. If the Washington Housing Authority determines that a tenant is not compliant, the Washington Housing Authority will notify that resident of determination; that the determination is subject to administrative grievance procedures; and that the resident's lease will not be renewed unless the resident enters into an agreement with the Washington Housing Authority to make up the missed hours by participating in a self-sufficiency program or contributing to community service.

This Community Service Requirement for Public Housing Policy is in accordance with the Summary of the Q.H.W.R.A. of 1998 and is established for the Washington Housing Authority, by action of the Board of Commissioners on this 4th day of January 2000.

Board Approved
July 14, 2003

Washington Housing Authority

Policy for the Implementation of

Community Service and Self-Sufficiency Requirements

The Washington Housing Authority, to meet the Community Service requirements, offers the Public Housing Resident an opportunity to contribute to the community that supports them.

The community service opportunities, or locations, will include but are not limited to within the jurisdiction; activities to improve the physical environment of the residents development; volunteer work in local schools, hospitals, child care centers or approved non-profit social service agencies. No resident will perform community service with any political affiliation or activities.

The Housing Authority can administer its own community service program, from cooperative relationship with other entities in order to make opportunities available for residents or contract the entire community service program to a third party. The Housing Authority retains full authority and responsibility to assure contract compliance, should the program be contracted to a third party. Should a for-profit, third party be utilized, the Housing Authority should ensure that the administration that oversees the program does not have a financial interest in the entity, where community service participants are assigned.

The Housing Authority will, to the extent possible, attempt to ensure that the conditions under which the work is to be performed are not otherwise hazardous, that the work is not labor that would be performed by the Housing Authority's employees responsible for essential maintenance and property service, or that the work is otherwise unacceptable.

Should the Housing Authority have a self-sufficiency program, the self-sufficiency program activities may, if acceptable, be substituted for the community service requirements.

Board Approved
July 14, 2003

ATTACHMENTM

PetPolicy

WashingtonHousingAuthority

1. *A security deposit of \$300 must be paid at the time of the pet move in, unless it is an assistive animal. The deposit may be paid in increments of not less than \$50 per month for each succeeding month until the sum of \$300 is paid. The security deposit or any part thereof may not be used for any damages incurred on the unit unless directly related to said pet.*
2. The size of the pet is limited to a maximum of 25 pounds (adult weight) unless it is an assistive animal.
3. Owner of the pet will be responsible for all cleanup anywhere on the grounds or in the building. If pet owner is unable, or contact with the tenant cannot be made, a \$25 fee for each cleanup performed by the Housing Authority will be assessed.
4. All pet owners must submit an up-to-date immunization record from a qualified veterinarian and must display a current license tag for said pet. Immunization records and pet license tags are to be rectified during the month of the pet owner's recertification of tenancy eligibility.
5. Pet owner must make a bona fide effort to control fleas and ticks at all times.
6. Limit one pet per unit. Pet must be neutered or spayed and will be restricted to designated pet areas only. Pets will not be allowed in any designated area unless accompanied by a responsible person and is restrained on a leash or similar device.
7. A visiting pet will not be allowed accommodations for a period longer than 14 days and nights and must demonstrate, prior to entry, updated proof of immunization.
8. A pet owner is in violation of any local ordinance on animal control when his or her animal causes objectionable noises and/or destroys or damages the property of others.
9. Pet owners must comply with all Housing Authority, city (if applicable), county, state and federal regulations on animal regulatory laws.
10. When litter boxes are in use, the pet owner will not change the litter less than twice each week and will separate pet waste from litter when disposing of same.
11. Inspections other than those permitted under the lease may be made after proper notification and during reasonable hours if a complaint is received in writing and the Housing Authority has reasonable grounds to believe that a nuisance or threat to health and safety of the occupants of the dwelling or surrounding area exist.
12. In the event of a pet rule violation, the pet owner will have up to 15 days from date of service of the notice to cure the violation, to remove the pet or to make a written request for a meeting to discuss said violation(s). The pet owner is entitled to be accompanied by another person of his or her choice. Failure to cure the violation, to request a meeting, or to appear at a requested meeting may result in termination of tenancy.

13. If a pet is removed due to the death or incapacity of the pet owner and two responsible parties are contacted and are unwilling or unable to remove the pet, or cannot be contacted, the pet will be removed and placed in a pet facility for a period not to exceed 30 days. The cost of the animal care shall be borne by the pet owner or his or her estate. If unable or unwilling to pay, the cost will be paid from the pet deposit.

14. All conditions must be met and the lease signed before admitting said pet to the dwelling unit.

I, _____, having duly read the above pet rules, understand and agree to comply with said rules as long as I retain a pet on the Housing Authority premises.

Tenant's Signature

Date

Revised April 2003

Board Approved
October 7, 2002

ATTACHMENTN

AssessmentofDemographicChangesinPublicHousingDevelopments

Therehavebeen nosignificantchangesinracial,ethnicordisability -relatedtenant compositiontodatebecauseoftheimplementationofsite -basedwaitinglists.Overthenextyear, theHousingAuthorityexpectstoseepositivedemographicimprovementsin tenantcompositionbecauseofthesite -basedwaitinglists.

ATTACHMENTO

VoluntaryConversionInitialAssessments

a. HowmanyofthePHA'sdevelopmentsaresubjecttotheRequiredInitial Assessments?

ALL

b. HowmanyofthePHA'sdevelopmentsarenotsubjecttotheRequiredInitial Assessments

basedonexemptions(e.g.,elderlyand/ordisableddevelopmentsnotgeneral occupancy

projects)? **NONE**

c. HowmanyAssessmentswereconductedforthePHA'scovereddevelopments?

OneforProject.

d. IdentifyPHAdevelopmentsthatmaybeappropriateforconversionbasedonthe RequiredInitialAssessments: **N/A**

DevelopmentName	NumberofUnits

e. IfthePHAhasnotcompletedtheRequiredInitialAssessments,describethe statusofthese

assessments: **N/A**