

Office of Public and Indian Housing

U.S. Department of Housing and Urban Development

PHA Plans

Annual Plan for Fiscal Year 2003

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

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of the Township of Lakewood

PHA Number: NJ39-054

PHA Fiscal Year Beginning: 01/2003

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)

**NAACP, c/o LKWD COMMUNITY CENTER, 20 4TH ST, LAKEWOOD, NJ
PUERTO RICAN ACTION BOARD, 219 LEXINGTON AVE., LAKEWOOD, NJ
BMG, 617 6TH STREET, LAKEWOOD, NJ
PUERTO RICAN CONGRESS, 300 MAIN STREET, LAKEWOOD, NJ**

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)

Annual PHA Plan
PHA Fiscal Year 2003

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

- Standard Plan**
- Streamlined Plan:**
- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**
- Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Lakewood Housing Authority operates 4 Public Housing developments consisting of 268 units. These developments include: JFK Apartments, Currey Apartments, Peter Ward Towers and Lulu Duffy Cottages.

The Authority also administers the Section 8 Housing Choice Voucher Program consisting of 831 Vouchers.

The Authority currently has 334 applicants on the Public Housing Waiting List and over 2000 applicants on the Section 8 Waiting List.

The U.S. Department of Housing and Urban Development (HUD) provides the Authority with subsidies to support these programs. For Public Housing the Authority annually receives approximately \$771,808 in Operating Subsidy and \$404,539 in Capital Fund Grant. For the Section 8 Program the Authority annually receives approximately \$7,485,492 for payments to landlords and program administration.

The Authority is committed to administering these programs in accordance with Fair Housing and Equal Opportunity goals and requirements.

The Authority's Admission and Occupancy Policy and it's Section 8 Administrative Plan are available for public review and comment.

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)] Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

Annual Plan

- i. Executive Summary
- ii. Table of Contents
 - 1. Housing Needs..... 5
 - 2. Financial Resources..... 13
 - 3. Policies on Eligibility, Selection and Admissions..... 14
 - 4. Rent Determination Policies..... 24
 - 5. Operations and Management Policies..... 28
 - 6. Grievance Procedures..... 29
 - 7. Capital Improvement Needs..... 30
 - 8. Demolition and Disposition..... 32
 - 9. Designation of Housing..... 33
 - 10. Conversions of Public Housing..... 34
 - 11. Homeownership..... 36
 - 12. Community Service Programs..... 38
 - 13. Crime and Safety 41
 - 14. Pets..... 49
 - 15. Civil Rights Certifications (included with PHA Plan Certifications)..... 49
 - 16. Audit..... 49
 - 17. Asset Management..... 50
 - 18. Other Information..... 50

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration (ATTACHMENT A)
- FY 2002 Capital Fund Program Annual Statement (nj054av01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Homeownership (ATTACHMENT B)
- Tenant Advisory Board Members (ATTACHMENT C)
- Progress Report (ATTACHMENT H)

Optional Attachments:

- PHA Management Organizational Chart (ATTACHMENT G)
- FY 2002 Capital Fund Program 5 Year Action Plan (nj054av01)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (ATTACHMENT F)
- Other (List below, providing each attachment name)

Lakewood Housing Authority Board Members (ATTACHMENT D)
Certification Conversion of Public Housing to Sec. 8 (ATTACHMENT E)

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
Yes	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Yes	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Yes	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
Yes	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
Yes	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Yes	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
Yes	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	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
Yes	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
Yes	Schedule of flat rents offered at each public housing development - <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	A & O Policy	
Yes	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
N/A	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
Yes	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Yes	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Yes	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
No	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Yes	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
Pending	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Yes	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Yes	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	and most recently submitted PHDEP application (PHDEP Plan)	
Yes	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.79 (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	6,418	5	3	2	1	2	2
Income >30% but <=50% of AMI	4,799	5	3	2	1	2	2
Income >50% but <80% of AMI	5,089	5	3	2	1	2	2
Elderly	5,970	5	3	2	4	2	2
Families with Disabilities					4	2	2
White	413148	2	2	2	2	3	3
Black	11806	4	4	4	2	3	3
Hispanic	13785	4	4	4	2	3	3
Asian	3586	4	3	3	2	2	2

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 – **Ocean County**
Indicate year: **2000**
 - 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)
- The Needs Ratings listed above are estimates of housing authority staff based upon prior experience.

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	334		40
Extremely low income <=30% AMI	261	78%	
Very low income (>30% but <=50% AMI)	40	12%	
Low income (>50% but <80% AMI)	33	10%	
Families with children	294	88%	
Elderly families	13	4%	
Families with Disabilities	27	8%	
White	144	43%	
Black	187	56%	
Other	3	1%	
Hispanic	144	43%	
Non-Hispanic	190	57%	
CHARACTERISTICS BY BEDROOM SIZE (PUBLIC HOUSING ONLY)			
0 + 1BR	67	20%	
2 BR	207	62%	
3 BR	59	18%	
4 BR	1	0%	
5 BR	0	0%	

Housing Needs of Families on the Waiting List

5+ BR

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

If yes:

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

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

Yes

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	2100		40
Extremely low income <=30% AMI	1554	74%	
Very low income (>30% but <=50% AMI)	399	19%	
Low income (>50% but <80%)	147	7%	
Families with children	1365	65%	
Elderly families	63	3%	
Families with Disabilities	231	11%	
Singles	336	16%	
Couples	105	5%	
White	1575	75%	
Black	504	24%	
Other	21	1%	
Hispanic	273	13%	
Non-Hispanic	1827	87%	

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

If yes:

How long has it been closed (# of months)? 3 Months

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes (Family Unification Clients)

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below):
Housing Authority intends to meet 30% of AMI requirement for public housing and the 75% targeting for Sec. 8.

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 - *Completed, Currey Apartments*
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	\$771,808	
b) Public Housing Capital Fund	\$404,539	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$7,485,492	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$628,908	
4. Other income (list below)	\$9,426	
5. Non-federal sources (list below)		
Total resources	\$9,300,173	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
 When families are within a certain time of being offered a unit: (state time- **3 Months**)
 Other: (describe)

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? **None**

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1** Residents who live and/or work in the jurisdiction (1)
- 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 ensures that the PHA will meet income targeting requirements

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

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

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

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

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

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

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

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

B. Section 8

Exemptions: 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)

Current and previous address (if known)

(2) Waiting List Organization

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

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

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

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

An extension of up to an additional 90 days shall be granted to applicants who demonstrate that they have been active in their housing search. A maximum of an additional 120 days may be granted upon evidence of hospitalization or other similar medical confinement.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

- **Public Housing Residents who are over-housed**
- **Elderly/Disabled Public Housing residents who receive permanent custody of minor children**

- **Elderly/disabled applicants shall receive preference over other single individuals**

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
- 1** Residents who live and/or work in your jurisdiction (1)
- 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)

- **1 Public Housing Residents who are over-housed**
- **2 Elderly/Disabled Public Housing residents who receive permanent custody of minor children**
- **3 Elderly/disabled applicants shall receive preference over other single individuals**

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

- \$0
 \$1-\$25 (\$25.00)
 \$26-\$50

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

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

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

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

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

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

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

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

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below) As there is no rent reasonableness for 0 bedroom units we will use SRO rates of unassisted units in the neighborhood.

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)

Current Payment Standards are:

0br	1br	2br	3br	4br	5br	6br	7br
708	848	1076	1430	1678	1929	2219	2552

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) We adjust Payment Standards on the ability to lease-up in a tight housing market.

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.
- 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	268	10%
Section 8 Vouchers	831	5%
Section 8 Certificates	0	
Section 8 Mod Rehab	0	
Special Purpose Section 8 Certificates/Vouchers (list individually)	10 County HOME	5%
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)

- Admissions and Occupancy Policy
- Procurement Policy
- Disposition Policy
- Capitalization Policy
- Personnel/Travel Policy
- Investment and Cash Management Policy
- Maintenance Manual
- Pet Policy
- Community Service Policy

(2) Section 8 Management: (list below)

- Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

PHA main administrative office
Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment 1 (nj054av01)

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

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

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

Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: <i>Currey Apartments</i>
1b. Development (project) number: NJ39-054-003
2. Designation type: Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(4/14/97)</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: 106
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Designation of Public Housing Activity Description	
1a. Development name: <i>Lulu Duffy Cottages</i>	
1b. Development (project) number: NJ39-054-001b	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input checked="" 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 checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>(4/14/97)</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: 38	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description

1a. Development name:

1b. Development (project) number:

2. What is the status of the required assessment?

- Assessment underway
- Assessment results submitted to HUD
- Assessment results approved by HUD (if marked, proceed to next question)
- Other (explain below)

3. Yes 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)

- Conversion Plan in development
- Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- Conversion Plan approved by HUD on: (DD/MM/YYYY)
- 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)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

SEE ATTACHMENT #B – LHA BOARD RESOLUTION NO. 4595

PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

The Housing Authority intends to implement a Section 8 Homeownership Program

The Housing Authority provides referrals to it clients

The Housing Authority participates in the Green Thumb Program

The Housing Authority provides employment through Contractors

The Housing Authority employs residents through stipends

The Housing Authority utilizes the PIC program

The Housing Authority employs housing residents through the summer youth program

C. Welfare Benefit Reductions

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

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

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

The Authority has developed a Community Service Policy and is in the process of amending the Dwelling Lease to include this requirement.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

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 PIH 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
- 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
FY 2001	65,845	NJ39DEP0540101	37,447		03/31/2003

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.

PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	\$50,000
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$15,845
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	\$65,845

C. 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: \$ 0	
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.							

9120 - Security Personnel						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. Guards			01/01	05/31/03	50,000	30,000	Crime Statistics/Survey
2.							
3.							

9130 - Employment of Investigators						Total PHDEP Funding: \$ 0	
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.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$ 0		
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: \$ 0		
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: \$15,845		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Coordinator		All residents	01/02	12/02	\$6,000		Participation rates
2. Summer Program		Youth	01/02	12/02	\$9,845		Participation rates
3.							

9170 - Drug Intervention					Total PHDEP Funding: \$ 0		
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 - Drug Treatment					Total PHDEP Funding: \$ 0		
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.							

9190 - Other Program Costs					Total PHDEP Funds: \$ 0		
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.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160				
9170				
9180				
9190				
TOTAL				

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Authority has updated its Pet Policy to include all units.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

MEETING WITH RESIDENT ADVISORY BOARD HELD ON AUGUST 28, 2002.

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

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

The Authority will not conduct elections for PHA Board members.

The Authority currently has one appointed resident commissioner.

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: (*Ocean County, New Jersey*)

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

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

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

D. Other Information Required by HUD

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

Attachment A

ADMISSION POLICY FOR DECONCENTRATION

The Lakewood Housing Authority operates one public housing development occupied by families. The John F. Kennedy Apartments consists of 62 units.

The income distribution for JFK is as follows:

<u>INCOME</u>	<u>FAMILIES</u>
0 – 4,999	15
5,000 – 9,999	16
10,000 – 14,999	8
15,000 – 19,999	7
20,000 – 24,999	10
25,000 +	4

Currently there are a total of 32 working families.

The Authority's Admission Policy provides a selection preference for residents of Lakewood and those who work in Lakewood. In addition the Authority will admit at least 40% of new residents who are at or below 30% of the median income.

At this time the JFK Apartments does not have a concentration of poverty, which would need to be addressed.

The Authority will periodically examine the income distribution of residents to prevent a concentration of poverty at the JFK Apartments.

ATTACHMENT B
BOARD RESOLUTION NO. 4595

RESOLUTION TO APPROVE

PHASE I OF THE

LAKWOOD HOUSING AUTHORITY'S

SECTION 8 HOUSING CHOICE VOUCHER HOMEOWNERSHIP PROGRAM

"ALLIANCE FOR LAKEWOOD PARTNERSHIP FOR HOMEOWNERSHIP AFFORDABILITY " ("ALPHA")

WHEREAS, the Board of Commissioners ("Board"), of the Housing Authority of the Township of Lakewood ("Authority"), in the County of Ocean, and State of New Jersey; ("Authority"), by previous Resolution approved the Acting Executive Director and the Management Consultant to research HUD's final rule on the Section 8 Homeownership Program and implement the Section 8 Housing Choice Voucher Homeownership Program (ALPHA) of the Quality Housing and Work Responsibility Act which became effective October 12, 2000; and

WHEREAS, the Acting Executive Director and the Management Consultant researched the rules, requirements, and guidelines which allows Section 8 participants housing assistance payments to pay a mortgage rather than use as a rental payment; and

WHEREAS, the Acting Executive Director and Management Consultant recommend that the Lakewood Housing Authority implement the Housing Choice Voucher Homeownership Program, Phase I of the LHA Section 8 Housing Choice Voucher Homeownership Program (ALPHA) effective June 1, 2001 in strict compliance with rules & regulations promulgated by HUD; and

WHEREAS, the Authority has established the following guidelines for the new Section 8 Housing Choice Voucher Homeownership Program (ALPHA, Phase I). These guidelines are in strict compliance with HUD regulations:

- 1) Section 8 participants must be in the Authority's Section 8 Program for a minimum of one year. (P)*
- 2) Minimum down payment requirement of 3% (1% comes from family's personal resources). *(P)*
- 3) Require that the financing for the home (mortgage) be provided, insured or guaranteed by the State or Federal government. (R)*
- 4) Section 8 Housing Choice Voucher Homeownership payments will be made directly to the mortgage lender. (P)*
- 5) Require applicant or spouse to be employed full-time (the term "full-time employment" means not less than an average of 30 hours per week) and has continuously been so employed during the year before commencement of the homeownership assistance for the family. The Authority will define what constitutes acceptable interruptions in employment on a case-by-case basis, for meeting the one-year full-time employment federal threshold. *(R)*
- 6) Require a minimum income equal to 2000 hours of annual full time work at the federal minimum wage (2000 x \$5.15 = \$10,300). *(R)*
- 7) Require applicant to be a first time homebuyer (the applicant cannot own a home or interest in a home for three years prior to the Section 8 Housing Choice Voucher Homeownership assistance). This excludes single parent or displaced homemaker, who while married owned a home with his or her spouse. *(R)*
- 8) The family must attend homeownership counseling sessions. (R)*
- 9) Family must secure its own financing. (R)*

- 10) After financing is secured by the applicant the house must pass inspection by:*

- a) LHA (HQS inspection) (R)
 - b) Independent Home Inspector (R)
 - c) Bank inspection (if required)
- 11) The Housing Choice Voucher will have an initial term of 180 days to complete closing which may be extended in 30 day intervals for a maximum of an additional 120 days for just cause. (P)
 - 12) New homes must be under construction at the time that the family applies for the Section 8 Housing Choice Voucher Homeownership assistance. (R)
 - 13) If family does not find a home to purchase, or does not qualify for a mortgage, the LHA will continue the Section 8 Housing Choice Voucher under the Rental Assistance Program. (P)
 - 14) Maximum term for homeownership is 15 years if mortgage term is 20 + years otherwise 10 years. (R)
 - 15) Family is subject to annual re-certification requirements for income and family composition and appropriate adjustments to assistance payments. (R)
 - 16) Disabled/ Elderly can use welfare assistance to satisfy minimum income requirement (R)
 - 17) A family can sell their home they bought under the Section 8 Housing Choice Voucher Homeownership Program and return to the rental assistance program. If the family sells the home for a profit and the proceeds are not applied to the purchase of a new home or if the original mortgage is refinanced to take advantage of lower interest rate the Authority can recapture a portion of the HAP paid to the family. Recapture will be based on a diminishing schedule of 10% per year, beginning one year after purchase. At the end of ten (10) years, the amount to be recaptured would be zero. (R) (P)
 - 18) Homeownership Vouchers are portable. (R)
 - 19) If there is a reduction in the family size the LHA will allow the family to keep the Homeownership Payment Standard the same as when the family entered the Section 8 Housing Voucher Homeownership Program. (R)

****Does not apply to elderly or disabled families***

WHEREAS, the criteria for the Section 8 Housing Choice Voucher Homeownership Program under ALPHA, Phase I will be discussed and may be amended during Public Hearings to be held later this year on the LHA Annual and Five-Year Plans; and

WHEREAS, the Acting Executive Director and Management Consultant have designed applications forms for Phase I of the ALPHA program and are made part of this resolution.

NOW, THEREFORE BE IT RESOLVED by the Board that the aforementioned criteria for the Section 8 Housing Choice Voucher, Phase I (ALPHA) be approved and implemented effective June 1, 2001

Be it further resolved that the Authority seek HUD approval for this program.

I, hereby, certify that the above is a true copy of a Resolution duly adopted by the Board of Commissioners of the Housing Authority of the Township of Lakewood, in the County of Ocean, at the Regular Board Meeting held on the 31st day of May 2001.

Susan DeGroat, Secretary/Acting Executive Director

ATTACHMENT C

RESIDENT COUNCIL BOARD MEMBERS

1. DOROTHY BARNWELL – LULU DUFFY COTTAGES
2. EVELYN BENSON – JOHN J. CURREY APARTMENTS
3. MICHELLE SIMMONS – J. F. KENNEDY APARTMENTS
4. JOHN POWELL – PETER WARD TOWERS

ATTACHMENT D

LAKESWOOD HOUSING AUTHORITY
BOARD OF COMMISSIONERS

<u>NAME</u>	<u>TERM</u>
Audrey Wise, Chairperson	01/01/00 – 12/31/04
Elda Maldonado, Vice-Chairperson	08/24/00 – 08/23/05
Dorothy Barnwell, 2 nd Vice Chair (LHA Resident)	05/13/98 – 05/12/03
Elliott Zaks	05/24/01 – 12/31/02
Rev. Greene	05/13/01 – 05/13/06
Sara Kranz (Governor's Appointee)	07/11/01 – 12/12/04
Christopher Beaugard	04/23/02 – 06/30/03

ATTACHMENT E

CERTIFICATION DECLINING VOLUNTARY CONVERSION OF PUBLIC HOUSING

The Lakewood Housing Authority (LHA), pursuant to 24 CFR 972.200 (b), hereby certifies:

1. The LHA has completed the Initial Assessment required by 24 CFR 972.200 (b). A copy of the Assessment is annexed hereto.
2. The Initial Assessment is based on a review of *each* of the LHA's general occupancy developments as public housing assisted under the Housing Act of 1937, as amended, made by the Authority's professional staff. Excluded from that review are developments that are:
 - a. subject to required conversion under 24 CFR Part 971;
 - b. the subject of applications for demolition or disposition that have not been disapproved by the U.S. Department of Housing and Urban Development;
 - c. the subject of HOPE VI revitalization grant awards, or
 - d. designated for occupancy by elderly and/or disabled families.
3. The LHA has considered the implications of converting its general occupancy developments to tenant-based assistance.
4. The LHA has concluded that conversion is inappropriate because removal of its general occupancy developments does not meet the necessary condition for voluntary conversion described in 24 CFR 972.200 (c).

Dated: October 1, 2001

LAKWOOD HOUSING AUTHORITY

Elda Maldonado, Chairperson
Board of Commissioners

Attested:

ATTACHMENT F
MINUTES
RESIDENT ADVISORY BOARD MEETING
REV. CLAYTON COMMUNITY ROOM
AUGUST 28, 2002
10:00 A.M.

PRESENT: MARY JO GRAUSO, EXECUTIVE DIRECTOR
SUSAN DEGROAT, ASSISTANT EXECUTIVE DIRECTOR
JOE CLARK, CAPITAL FUND CONSULTANT

EVELYN BENSON, PRESIDENT/JOHN J. CURREY
BERTHA CRUMEDY, JOHN J. CURREY
JOHN POWELL, PRESIDENT/PETER WARD
JUDY KUSHNER, SECTION 8 PARTICIPANT

THE EXECUTIVE DIRECTOR EXPLAINED THE FOLLOWING:

PUBLIC HOUSING

1. CEILING RENTS IN PUBLIC HOUSING ARE BEING PHASED OUT AND BEING REPLACED WITH FLAT RENTS.
2. THE PUBLIC HOUSING WAITING LIST REMAINS OPEN AND PUBLIC HOUSING UNITS ARE CURRENTLY AT 99% LEASED. HOWEVER WE ARE STILL EXPERIENCING PROBLEMS ATTRACTING APPLICANTS FOR OUR SENIOR/DISABLED WAITING LISTS.
3. THERE WILL BE NO DRUG ELIMINATION MONEY FOR FY 2003. THIS GRANT FUNDED OUR SECURITY GUARDS AT ALL THE COMPLEXES, SUMMER PROGRAM AND TUTORING PROGRAM AT THE JFK APARTMENTS. WE ARE ANTICIPATING THAT THERE WILL BE ENOUGH MONEY FROM THE PRIOR YEAR TO FUND FY 2003 ACTIVITIES.

SECTION 8

1. WE ANTICIPATE OPENING OUR SECTION 8 WAITING LIST JANUARY 2003 AND ANTICIPATE HAVING THE WAITING LIST REMAIN OPEN.
2. WE WILL BE APPLYING FOR MORE VOUCHERS IN THE SPRING OF 2003 PROVIDED WE ARE AT 95% LEASED UP.
3. THE TOWNSHIP GAVE US A PARCEL OF LAND THAT THE LHA WILL USE TO CONSTRUCT APPROXIMATELY 6 DUPLEXES FOR 12 FAMILIES AS SECTION 8 RENTALS.
4. THE LHA ANTICIPATES ENTERING INTO JOINT VENTURES WITH OTHER NON-PROFITS TO BUILD HOUSING FOR HOMEOWNERSHIP AND/OR RENTAL.

THE MEETING WAS TURNED OVER TO JOE CLARK TO DISCUSS THE CAPITAL FUND PROGRAM.

JOE CLARK EXPLAINED THAT THE HOUSING AUTHORITY WILL RECEIVE APPROXIMATELY \$400,000.00 FOR FY 2003. THE LHA IS IN THE PROCESS OF CLOSING OUT FY 2000. THE FUNDING FOR 2001 WAS SET ASIDE FOR THE ELEVATOR RENOVATIONS AT PETER WARD AND THE JOHN J. CURREY BUILDING. THE FY 2002 FUNDING WILL BE USED FOR REPAIR/REPLACEMENT OF BOILERS AT ALL DEVELOPMENTS AND ROOF WORK AT THE COTTAGES AND JFK. THE FOLLOWING ITEMS ARE PRESENTLY BEING CONSIDERED FOR FUTURE FUNDING ALLOCATIONS:

1. MAIN WATER SUPPLY

2. ROOF EXHAUST FANS
3. UPGRADE SECURITY SYSTEMS
4. REPLACE COMPACTORS
5. REPLACE STEAM TRAPS AND VALVES
6. REMOVE OIL FUEL TANKS
7. RENOVATE COMMUNITY ROOMS
8. REPLACE HOT WATERHEATERS
9. REPLACE FLOOR TILES
10. PAINT

MEETING OPENED FOR COMMENTS.

EVELYN BENSON – STATED THAT THE ELEVATORS, HEAT, SECURITY AND ROOF WERE ALL IMPORTANT PROJECTS FOR THE JOHN J. CURREY APARTMENTS.

JOHN POWELL – ASKED IF THE LHA WOULD FURNISH PAINT TO THE RESIDENTS IN ORDER FOR THEM TO PAINT THEIR UNITS. HE ALSO ASKED WHEN WE ANTICIPATED OPENING THE SEC. 8 WAITING LIST.

MARY JO GRAUSO – INSTRUCTED JOHN POWELL TO CALL THE OFFICE TO REQUEST PAINT AND THE MAINTENANCE DEPARTMENT WOULD DROP IT OFF. MS. GRAUSO ANTICIPATES OPENING THE SEC. 8 WAITING LIST IN JANUARY 2003 AND INFORMED MR. POWELL THAT IT WILL BE ADVERTISED REGARDING THE OPENING DATES.

JUDY KUSHNER – ASKED IF THE LHA HAD DONE ANYTHING WITH THE SECTION 8 HOMEOWNERSHIP PROGRAM.

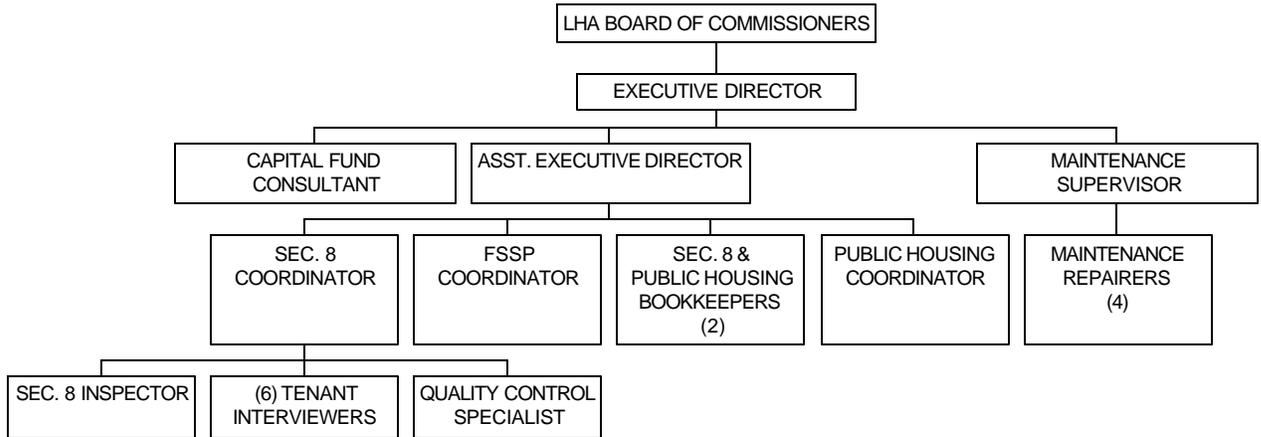
MARY JO GRAUSO – STATED SHE PUT THAT PROGRAM ON HOLD UNTIL THE AGENCY HOUSING CHOICE VOUCHERS ARE FULLY UTILIZED. SHE WILL REVISIT THE HOMEOWNERSHIP PROGRAM IN THE EARLY SPRING AND IS LOOKING TO USE THE FSSP PROGRAM PARTICIPANTS IN THE PILOT PROGRAM. MS. GRAUSO ALSO STATED THAT SHE WILL BE WORKING WITH OCEAN INC. TO ASSIST FIRST TIME HOME BUYERS.

JUDY KUSHNER – ASKED IF HER OWNER CAN MAKE HER PAY FOR AN INCREASE IN RENT NOT APPROVED BY HUD.

MARY JO GRAUSO – RESPONDED THAT THE OWNER MAY NOT ASK FOR ADDITIONAL MONEY NOT APPROVED BY HUD. IN DETERMINING WHY THE RENT WAS NOT APPROVED, THERE ARE SEVERAL FACTORS THAT NEED TO BE CONSIDERED. DID THE OWNER REQUEST THE INCREASE IN A TIMELY MANNER OR PERHAPS THE RENT WAS NOT APPROVED DUE TO RENT REASONABLENESS.

BE NO FURTHER COMMENTS THE MEETING WAS ADJOURNED.

**ATTACHMENT G
LAKEWOOD HOUSING AUTHORITY
ORGANIZATIONAL CHART**



ATTACHMENT H

PROGRESS REPORT

THE FOLLOWING ARE THE LAKEWOOD HOUSING AUTHORITY'S ACCOMPLISHMENTS IN THE PREVIOUS YEAR:

1. **UPDATED EXISTING COMPUTERS AND PURCHASED ADDITIONAL COMPUTERS TO MAINTAIN COMPLIANCE IN REPORTING PROCEDURES TO BOTH HUD AND PIC**
2. **UPDATED SOFTWARE FROM DOS BASE TO WINDOWS BASE IN BOTH PUBLIC HOUSING AND SECTION 8 PROGRAMS**
3. **REPAIRED SITE LIGHTING AT JFK APARTMENTS**
4. **NEW SITE LIGHTING AT LULU DUFFY COTTAGES**
5. **STRIPED, NUMBERED AND ASSIGNED PARKING SPACES AT PETER WARD TOWER**
6. **INSTALLED PHONES FOR SECURITY PURPOSES AT PETER WARD**
7. **INSTALLED PHONES FOR SECURITY PURPOSES AT JOHN CURREY BUILDING**
8. **RENOVATION OF ELEVATORS AT PETER WARD TOWER**
9. **RENOVATION OF ELEVATORS AT JOHN CURREY BUILDING**
10. **CONSTRUCTED TWO NEW OFFICES IN ADMINISTRATION BUILDING**
11. **REPAIRED AIR-CONDITIONING SYSTEM IN ADMINISTRATION BUILDING**
12. **REPAIRED MAJOR LEAK IN JOHN CURREY BUILDING**
13. **PURCHASED NEW FURNITURE FOR ADMINISTRATION BUILDING**
14. **REPLACED FIRE PUMPS**
15. **REPAIR ROOF TOP EXHAUST FANS AT PETER WARD**
16. **REPAIR ROOF TOP EXHAUST FANS AT JOHN CURREY**
17. **REPAIR/REPLACE AIR CONDITIONER AT PETER WARD LOBBY**
18. **PERFORM CATHODIC PROTECTION AND LEAK DETECTION SURVEY**
19. **SERVICED AND INSTALLED NEW JACKET WATER HEATER AT PETER WARD**
20. **INSTALLED NEW SECURITY ALARM AT JFK COMMUNITY ROOM**
21. **REBUILT COMPACTOR AT PETER WARD TOWER**
22. **PURCHASED SMALL LANDSCAPING EQUIPMENT**
23. **INSTALLED CABLE INTERNET ACCESS**
24. **TWENTY HOUR SECURITY COVERAGE AT THREE SITES UNDER THE DRUG ELIMINATION PROGRAM**
25. **INCREASED HOUSING CHOICE VOUCHERS RATE TO 96.6%**
26. **PROVIDED FREE BREAD/FRUIT/STAPLES TO LHA RESIDENTS**
27. **PROVIDED ECONOMIC OPPORTUNITY TO RESIDENTS OF THE LHA THROUGH THE EXPERIENCE WORKS PROGRAM (TITLE V)**
28. **PROVIDED HEALTH CARE SERVICES FOR RESIDENTS OF THE LHA THROUGH ST. BARNABAS AT NO COST TO LHA**
29. **FREE TOYS FOR CHILDREN AT THE JFK APARTMENTS AT HOLIDAY SEASON**
30. **FREE TRANSPORTATION AND ADMISSION FOR RESIDENTS TO PLAYS AND MUSICAL PERFORMANCES,**
31. **AWARDED TWO PEPSI SCHOLARSHIPS TO HIGH SCHOOL SENIORS FURTHERING THEIR EDUCATION**
32. **LAND WAS DONATED BY THE TOWNSHIP OF LAKEWOOD TO BUILD AFFORDABLE HOMES**
33. **FORMED A NON-PROFIT CORPORATION**
34. **PETITIONED LAKEWOOD TOWNSHIP FOR FREE BUS TRANSPORTATION TO RESIDENTS**

35. PETITIONED LAKEWOOD TOWNSHIP FOR TREE TRIMMING AT LULU DUFFY COTTAGES FREE OF CHARGE
36. PROVIDED A FREE SUMMER CAMP PROGRAM FOR CHILDREN AT JFK APARTMENTS
37. SPONSORED SECTION 8 HCV OCCUPANCY AND RENT CALCULATION TRAINING FOR ALL EMPLOYEES OFF SITE
38. PROVIDED NEW SOFTWARE TRAINING
39. PROVIDED STIPENDS TO LHA RESIDENTS TO CLEAN SITES
40. OPENED THE SECTION 8 WAITING LIST
41. INITIATED INCOME DISCREPANCY REPORTING THROUGH LOOPS AND SWICA

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

PHA Name: HOUSING AUTHORITY OF THE TOWNSHIP OF LAKEWOOD	Grant Type and Number Capital Fund Program Grant No: NJ39PO5450103 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**

Lin No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds	0			
2	1406 Operations	0			
3	1408 Management Improvements	\$40,000			
4	1410 Administration	\$40,000			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	\$36,400			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	\$283,600			
11	1465.1 Dwelling Equipment—Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$400,000			
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	\$25,000			
26	Amount of line 21 Related to Energy Conservation Measures	\$165,000			

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

PHA Name: HOUSING AUTHORITY OF THE TOWNSHIP OF LAKEWOOD		Grant Type and Number Capital Fund Program Grant No: NJ39P05450103 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	
1. MANAGEMENT IMPROVEMENTS	1. STAFF TRAINING	1408		\$5,000				
	2. COMPUTER SOFTWARE	1408		\$5,000				
	3. COMMISSIONER & EXECUTIVE DIRECTOR TRAINING	1408		\$5,000				
	4. SECURITY	1408		\$25,000				
2. ADMINIS	1. PAY PART OF EXECUTIVE DIRECTOR'S & MAINTENANCE SUPERVISOR'S SALARIES FOR ADMINISTRATION & OVERSIGHT OF CAPITAL FUND PROGRAM	1410		\$40,000				
3. FEES & COSTS	1. ARCHITECT/ENGINEERING FEES FOR ALL WORK ITEMS	1430		\$25,000				
	2. MOD COORDINATOR CONSULTANT	1430		\$11,400				
4. NJ54-1A	1. BOILER UPGRADES	1460		\$15,000				
LULU DUFFY COTTAGES	2. REPLACE ROOFS	1460		\$118,600				

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

PHA Name: HOUSING AUTHORITY OF THE TOWNSHIP OF LAKEWOOD	Grant Type and Number Capital Fund Program No: NJ39P05450103 Replacement Housing Factor No:	Federal FY of Grant: FY 2003
---	---	---------------------------------

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	
1. MANAGEMENT IMPROVEMENTS	03/31/05			03/31/06			
2. NJ54-1A							
LULU DUFFY COTTAGES	03/31/05			03/31/06			
3. NJ54-1B							
JFK APTS.	03/31/05			03/31/06			
4. NJ54-2							
PETER WARD TOWERS	03/31/05			03/31/06			
5. NJ54-3							
JOHN J. CURREY BUILDING	03/31/05			03/31/06			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name		HOUSING AUTHORITY OF THE TOWNSHIP OF LAKEWOOD		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
	Annual Statement				
1. NJ54-1A					
LULU DUFFY COTTAGES		\$50,000		\$40,000	\$25,000
2. NJ54-1B					
JFK APTS.		\$73,600	\$115,000	\$85,000	\$38,600
3. NJ54-2					
PETER WARD TOWERS		\$100,000	\$68,600	\$128,600	\$100,000
4. NJ54-3					
JOHN J. CURREY BLD.		\$40,000	\$100,000		\$90,000
		SEE NEXT PAGE	SEE NEXT PAGE	SEE NEXT PAGE	SEE NEXT PAGE
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name		HOUSING AUTHORITY OF THE TOWNSHIP OF LAKEWOOD		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
	Annual Statement				
5. MANAGEMENT IMPROVEMENT		\$40,000	\$40,000	\$40,000	\$40,000
6. ADMINIS.		\$40,000	\$40,000	\$40,000	\$40,000
7. FEES & COSTS		\$36,400	\$36,400	\$36,400	\$36,400
8. DWELLING EQUIPMENT		\$20,000		\$30,000	\$30,000
CFP Funds Listed for 5-year planning		\$400,000	\$400,000	\$400,000	\$400,000
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>3</u> FFY Grant: 2005 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	1. NJ54-1A LULU DUFFY COT.	1. STORM DOORS	\$30,000	1. NJ54-1B JFK APTS.	1. ENTRANCE DOORS & SCREEN DOORS	\$70,000
		2. HANDRAILS	\$20,000		2. GARBAGE DUMPSTER	\$15,000
					3. ADD'L PARKING SPACES	\$30,000
	2. NJ54-1B JFK APTS.	1. DHW HEATER	\$40,000			
		2. CATHODIC PROTECTION	\$33,600	2. NJ54-2 PETER WARD TOWERS	1. REPLACE COMPACTOR	\$20,000
					2. REPLACE STEAM TRAPS & VALVES	\$25,000
	3. NJ54-2 PETER WARD TOWERS	1. REPLACE MAIN WATER SUPPLY PIPING	\$30,000		3. REMOVE FUEL OIL TANK	\$23,600
		2. REPLACE EXHAUST FANS	\$30,000			
		3. UPGRADE SECURITY SYSTEM	\$40,000	3. NJ54-3 JOHN J. CURREY BUILD.	1. REPLACE COMPACTOR	\$20,000
					2. REPLACE EXHAUST FANS	\$15,000
					3. RENOVATE COMM. ROOM	\$15,000

					4. REMOVE FUEL OIL TANKS & CONVERT TO GAS	\$50,000
	4. NJ54-3 JOHN J. CURREY BLDG.	1. UPGRADE SECURITY SYSTEM	\$40,000	4. HA-WIDE	1. MANAGEMENT IMPROVEMENTS	\$40,000
					2. ADMINIS.	\$40,000
					3. FEES & COSTS	\$36,400
	5. HA-WIDE	1. MANAGEMENT IMPROVEMENTS	\$40,000			
		2. ADMIN.	\$40,000			
		3. FEES & COSTS	\$36,400			
		4. STOVES & REFRIGERATORS	\$20,000			
Total CFP Estimated Cost			\$400,000			\$400,000

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year : 4
 FFY Grant: 2006
 PHA FY: 2006

Activities for Year: 5
 FFY Grant: 2007
 PHA FY: 2007

Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
1. NJ54-1A LULU DUFFY COT.	1. REPLACE FLOORS	\$40,000	1 NJ54-1A LULU DUFFY COT.	1. PAINT ALL APTS.	\$25,000
2.NJ54-1B JFK APTS.	1. REPLACE FLOORS	\$50,000	2. NJ54-1B JFK APTS.	1. PAINT ALL APTS.	\$38,600
	2. SCREENS	\$20,000			
	3. SITE IMPROVEMENTS	\$15,000	3. NJ54-2 PETER WARD TOWERS	1. PAINT APTS. & COMMON AREAS	\$40,000
				2. REPLACE HALLWAY TILES	\$30,000
3. NJ54-2 PETER WARD TOWERS	1. RENOVATE COM. ROOM	\$15,000		3. REPLACE DOORS	\$30,000
	2. REPLACE DHW HEATERS	\$30,000			
	3. REPAIR BLDG. EXTERIOR	\$40,000	4. NJ54-3 JOHN J. CURREY BLDG.	1. PAINT APTS. & COMMON AREAS	\$40,000
	4. REPLACE ROOF	\$43,600		2. REPLACE DHW HEATERS	\$25,000
				3. REPLACE HALLWAY TILE	\$25,000
4. HA- WIDE	1. MANAGEMENT IMPROVEMENTS	\$40,000			
	2. ADMINIS.	\$40,000	5. HA-WIDE	1. MANAGEMENT IMPROVEMENTS	\$40,000
	3. FEES & COSTS	\$36,400		2. ADMINIS.	\$40,000
	4. STOVES & REFRIGERATORS	\$30,000		3. FEES & COSTS	\$36,400
				4. STOVES & REFRIGERATORS	\$30,000
Total CFP Estimated Cost		\$400,000			\$400,000

Annual Statement/Performance and Evaluation Report

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

PHA Name: HOUSING AUTHORITY OF THE TOWNSHIP OF LAKEWOOD	Grant Type and Number Capital Fund Program Grant No: NJ39P05450101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
--	--	---

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 06/30/02 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	0	0	0	0
3	1408 Management Improvements	\$25,000	\$25,000	0	0
4	1410 Administration	\$3,000	\$3,000	\$3,000	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	\$35,000	\$35,000	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	\$20,000	\$20,000	0	0
10	1460 Dwelling Structures	\$328,301	\$328,301	\$304,540	0
11	1465.1 Dwelling Equipment— Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	\$14,000	\$14,000	\$8,190	\$8,190
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1499 Development Activities	0	0	0	0
19	1501 Collateralization or Debt Service	0	0	0	0

20	1502 Contingency	0	0	0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$425,301	\$425,301	\$315,730	\$8,190
22	Amount of line 21 Related to LBP Activities	0	0	0	0
23	Amount of line 21 Related to Section 504 compliance	\$250,000	0	0	0
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0
25	Amount of Line 21 Related to Security – Hard Costs	\$69,000	19,761	0	0
26	Amount of line 21 Related to Energy Conservation Measures	0	0	0	0

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

PHA Name: HOUSING AUTHORITY OF THE TOWNSHIP OF LAKEWOOD		Grant Type and Number Capital Fund Program Grant No: NJ39P05450101 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	
1. HA-WIDE MANAGEMENT IMPROVEMENTS	1. TRAINING OF COMMISSIONERS, EXECUTIVE DIRECTOR & STAFF	1408		\$5,000	\$5,000	0	0	
	2. UPGRADE COMPUTER SYSTEM	1408		\$15,000	\$15,000	0	0	
	3. STAFF COMPUTER TRAINING	1408		\$2,000	\$2,000	0	0	
	4. COMPUTER SOFTWARE	1408		\$3,000	\$3,000	0	0	
2. HA-WIDE ADMINIS.	1. PAY PART OF EXECUTIVE DIRECTOR'S SALARY TO OVERSEE CAP. FUND PROGRAM	1410		\$3,000	\$3,000	\$3,000	0	
3. HA-WIDE FEES & COSTS	1. A & E FEES	1430		\$15,000	\$15,000	0	0	
	2. CONSULTANTS FEE TO INSPECT CAPITAL IMPROVEMENTS & PREPARE REPORTS	1430		\$20,000	\$20,000	0	0	

4. NJ54-1A LULU DUFFY COT.	1. SITE IMPROVEMENTS	1450		\$5,000	\$5,000	0	0	
5. NJ54-1B JFK APTS.	1. SITE IMPROVEMENTS	1450		\$5,000	\$5,000	0	0	
	2. REPAIR SIDING, GUTTERS, DRAINS & FASCIA	1460		\$8,000	\$8,000	0	0	
6. NJ54-2 PETER WARD TOWERS	1. SITE IMPROVEMENTS	1450		\$5,000	\$5,000	0	0	
	2. REHAB. ELEVATORS	1460		\$119,301	\$154,540	\$154,540	0	
	3. NEW INTERCOM SYS.	1460		\$20,000	\$15,761	0	0	
7. NJ54-3 JOHN J. CURREY	1. SITE IMPROVEMENTS	1450		\$5,000	\$5,000	0	0	
	2. REHAB ELEVATORS	1460		\$146,000	\$150,000	\$150,000	0	
	3. NEW INTERCOM SYS.	1460		\$35,000	0	0	0	
8. NON-DWELLING EQUIPMENT	1. UPGRADE SECURITY CAMERAS NJ54-2 (PETER WARD TOWERS) & 54-3 (JOHN J. CURREY BLDG)	1475		\$14,000	\$4,000	0	0	
	2. OFFICE FURNITURE & EQUIPMENT	1475		0	\$10,000	\$8,190	\$8,190	
	GRAND TOTAL			\$425,301	\$425,301	\$315,730	\$8,190	

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

PHA Name: HOUSING AUTHORITY OF THE TOWNSHIP OF LAKEWOOD		Grant Type and Number Capital Fund Program No: NJ39P05450101 Replacement Housing Factor No:					Federal FY of Grant: 2001
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	
1. NJ54-1A LULU DUFFY COTTAGES	03/31/03			03/31/04			
2. NJ54-1B JFK APARTMENTS	03/31/03			03/31/04			
3. NJ54-2 PETER WARD TOWERS	03/31/03			03/31/04			
4. NJ54-3 JOHN J. CURREY BUILDING	03/31/03			03/31/04			
5. HA-WIDE MANAGEMENT IMPROVEMENTS	03/31/03			03/31/04			