

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

PHA Plans

5-Year Plan for Fiscal Years 2001 - 2005

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: Albuquerque Housing Services

PHA Number: NM001

PHA Fiscal Year Beginning: 07/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2001 - 2005

[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is:
To improve the quality of life in our community by providing housing opportunities and services which help our participants increase self-sufficiency in a safe and healthy environment.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
% of time applied when opportunity available/Apply 50% of the time when opportunities occur
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:

- Improve public housing management: (PHAS score) **86/Achieve and maintain high performing status**
 - Improve voucher management: (SEMAP score) **62/Achieve and maintain high performing status**
 - Increase customer satisfaction:
Gather baseline data/System in place and data gathered
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
Number of units renovated or modernized
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords:
Number of landlord orientations conducted/2 per year or 10 in 5 years
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
Number of people moved from assistance to home ownership/25 households/year
Number of 1st time home buyers assisted/40 1st time homebuyers assisted
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

- PHA Goal: Provide an improved living environment
- Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
Assess feasibility; if feasible, set up system/Set goal and measure of success when system is devised.
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

Assess feasibility; if feasible, set up system/Set goal and measure of success when system is devised.

- Implement public housing security improvements:
Number of developments with improvements/5 sites under drug elimination grant, crime free, neighborhood watch, etc.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
% increase over current performance/10% increase for current performance in 10 years
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
Number of support services provided/Increase by 2 providers
 - Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
% of housing where access is ensured/100%
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

Albuquerque Housing Services (AHS) is a Division of the City of Albuquerque’s Department of Family and Community Services (DFCS). As an operating agency of DFCS, AHS is integrally involved in all of the housing delivery strategies described in this plan. These strategies include effective management of current resources to maximize the number of affordable units available, adoption of rent policies that support and encourage work and educational training, homeownership programs, and home rehabilitation programs.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration (nm001a01)
- FY 2003 Capital Fund Program Annual Statement (nm001b01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart (nm001c01)
- FY 2003 Capital Fund Program 5 Year Action Plan (nm001b01)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - FY 2003 Capital Fund Program Replacement Housing Factor (nm001b01)
 - FY 2002 Capital Fund Program Annual Statement (nm001b01)
 - FY 2001 Capital Fund Program Annual Statement (nm001b01)
 - FY 2000 Comprehensive Grant Program Annual Statement (nm001b01)
 - Pet Policy (nm001d01)
 - Statement of Progress (nm001e01)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in 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
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> check here if included in the public housing A & O Policy	
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	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
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program	Annual Plan: Safety and

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	12,845	5	5	5	5	5	4
Income >30% but <=50% of AMI	11,123	4	4	4	4	4	3
Income >50% but <80% of AMI	14,189	3	3	3	3	3	2
Elderly	2,492	2	3	2	2	2	2
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2003-2007
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input checked="" 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	1,699		1679
Extremely low income <=30% AMI	1,331	78%	
Very low income (>30% but <=50% AMI)	362	21%	
Low income (>50% but <80% AMI)	6	1%	
Families with children	1,080	64%	
Elderly families	104	6%	

Housing Needs of Families on the Waiting List			
Families with Disabilities	326	19%	
Race/ethnicity White/Hispanic	956	56%	
Race/ethnicity White/Non Hispanic	399	24%	
Race/ethnicity Black/Non Hispanic	84	5%	
Race/ethnicity AM. Indian/Non Hispanic	123	7%	
Race/ethnicity Asian/Non Hispanic	72	4%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	853	50%	663
2 BR	539	32%	629
3 BR	259	15%	335
4 BR	43	2%	44
5 BR	5	1%	2
5+ BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

AHS will take an active role in the analysis of housing data collected by the Department of Family and Community Services (DFCS) for preparation and updating of the Consolidated Plan. This strategy was selected because AHS is a Division of DFCS, which is the entity that provides housing and community planning for the entire department.

(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)

*We will gather baseline data for Lease-up rates.

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)

*City of Albuquerque Department of Family and Community Services acts as PHA for this strategy.

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	1,543,393	
b) Public Housing Capital Fund -CGP	1,664,031	
c) HOPE VI Revitalization	-0-	
d) HOPE VI Demolition	-0-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	22,130,514	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	
g) Resident Opportunity and Self- Sufficiency Grants	-0-	
h) Community Development Block Grant		
i) HOME	2,393,999	Housing Rehabilitation
Other Federal Grants (list below) Replacement Housing Grant	71,894	Replacement Housing Grant
2. Prior Year Federal Grants (unobligated funds only) (list below)		
	-0-	
3. Public Housing Dwelling Rental Income		
	1,640,757	P.H. Operations
4. Other income (list below)		
Interest on G.F. Investments	14,752	P.H. Operations
Other		
4. Non-federal sources (list below)		
Total resources	29,459,340	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses

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)
- Other: (describe)
At time of application.

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Former Federal preferences:

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

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- 2 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
- 1 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)

Previous landlord and tenancy

(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:

For hardship.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Former Federal preferences

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

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- 2 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)

- 1 Those previously enrolled in educational, training, or upward mobility programs
Victims of reprisals or hate crimes
Other preference(s) (list below)

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

Medical, unemployment

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)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA’s payment standard? (select the category that best describes your standard)
- At or above 90% but below 100% of FMR
 - 100% of FMR
 - Above 100% but at or below 110% of FMR
 - Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- FMRs are adequate to ensure success among assisted families in the PHA’s segment of the FMR area
 - The PHA has chosen to serve additional families by lowering the payment standard

- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)

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

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

Rental market analysis of private market rents

(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 903.79 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.
(select one)

- An organization chart showing the PHA's management structure and organization is attached. nm001c01
- 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	953	15%
Section 8 Vouchers	3,897	10%
Section 8 Certificates	0	0
Section 8 Mod Rehab	25	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	
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)

A.C.O.P. & AHS Comprehensive Plan

(2) Section 8 Management: (list below)

AHS Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables

provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment nm001b01

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment nm001b01

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

If yes, list development name/s below:

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

If yes, list developments or activities below:

Not identified yet.

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:

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

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

[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 :	Embudo Towers and Wainwright Manor
1b. Development (project) number:	NM1-10 and NM1-13
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>(06/10/96)</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:	146
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.

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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:	NM1-all
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	(12/31/2003)
5. Number of units affected:	
6. Coverage of action: (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 08/27/01

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description	Estimated	Allocation	Access	Eligibility

(including location, if appropriate)	Size	Method (waiting list/random selection/specific criteria/other)	(development office / PHA main office / other provider name)	(public housing or section 8 participants or both)
Wesst Corp.	15	Other	PHA main office	Both
Walgreen's	15	Other	PHA main office	PH

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 02/27/03)
Public Housing	0	20
Section 8	35	136

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

C. Welfare Benefit Reductions

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

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

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

No longer required. See:

http://www.hud.gov/offices/pih/pha/policy/community_service.cfm

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)

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

NM001-ALL

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)

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

NM001-ALL

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)

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

NM001-ALL

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2003 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 2003 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See attachment nm001d02

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? 1
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

Attached at Attachment (File name) nm001f01

Provided below:

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

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

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

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

b. Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

Any adult member of a resident or assisted family organization

Other (list)

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

City of Albuquerque

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)

The PHA is a Division of the City of Albuquerque's Department of Family and Community Services, the organizational unit responsible for preparation and administration of the Consolidated Plan. As an operating agency of DF&CS the PHA is integrally involved in all of the housing delivery strategies described in the plan.

D. Other Information Required by HUD

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

Attachments

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

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule?

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Albuquerque Housing Services	<u>Grant Type and Number</u> Capital Fund Program Grant No: NM02P00150103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$ 166,403.00			
3	1408 Management Improvements Soft Costs	\$ 123,073.00			
	1408 Management Improvements Hard Costs	\$ 20,000.00			
4	1410 Administration	\$ 147,000.00			
5	1411 Audit	\$ 5,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 30,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 4,330.00			
10	1460 Dwelling Structures	\$ 1,138,225.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$ 30,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant Sum of Grant	\$ 1,664,031.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504				
23a	Amount of line 20 Related to Security –Soft Costs				
23b	Amount of Line 20 related to Security-- Hard Costs				
24	Amount of line20 Related to Energy Conservation				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

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

Part II: Supporting Pages

PHA Name: Albuquerque Housing Services					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
NM1-05	Raise wall on north side of development	1450.61		\$ 4,330		
		total	1450	\$ 4,330		
NM1-05	Security screen doors	1460.19	38	\$ 9,500		
NM1-18	Re-stucco units	1460.14	31	\$ 40,300		
NM1-23	Kitchen cabinet/bathroom vanity /sink repl.	1460.11	48	\$ 144,000		
NM1-23	Evap cooler replacement	1460.16	48	\$ 51,600		
NM1-13a	Replace flooring	1460.13	18	\$ 90,000		
NM1-13b	Evap cooler replacement for houses	1460.16	4	\$ 5,000		
NM1-14a	Security screen doors	1460.19	58	\$ 14,500		
NM1-15a	Evap cooler replacement	1460.16	24	\$ 25,800		
NM1-15a	Replace flooring	1460.13	24	\$ 72,000		
NM1-15b	Evap cooler replacement	1460.16	14	\$ 15,050		
NM1-15b	Replace flooring	1460.13	14	\$ 45,000		
NM1-15c	Replace flooring	1460.13	18	\$ 54,000		
NM1-15c	Re-roof	1460.18	18	\$ 36,000		
NM1-15d	Replace flooring	1460.13	22	\$ 66,000		
NM1-15e	Evap cooler replacement	1460.16	20	\$ 21,500		
NM1-15e	Replace flooring	1460.13	20	\$ 60,000		
NM1-16a	Evap cooler replacement	1460.16	35	\$ 37,625		
NM1-16a	Security screen doors	1460.19	35	\$ 8,750		
NM1-16b	Replace flooring	1460.13	32	\$ 96,000		
NM1-16b	Re-roof	1460.18	32	\$ 64,000		
NM1-17a	Closet door installation	1460.62	16	\$ 26,400		
NM1-17a	Evap cooler replacement	1460.16	16	\$ 17,200		
NM1-20/21	Re-stucco front yard walls	1460.14	60	\$ 18,000		
NM-ALL	Refinish kitchen cabinets	1460.11	200	\$ 120,000		
		total	1460	\$ 1,138,225		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: NM02R00250103	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	1408 Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	\$ 81,041.00			
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	\$ 81,041.00			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504				
	Amount of line XX Related to Security –Soft				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation				
	Collateralization Expenses or Debt Service				

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

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

ANNUAL REPORT 12-2002
THRU R 6

OMB Approval No. 2577-0157 (exp. 7/31/98)

PHA/IHA Name ALBUQUERQUE HOUSING SERVICES	Grant Type and Capital Fund Program Grant No: NM02P00150102 Replacement Housing Factor Grant No:	FFY of Grant Approval 2002
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number Perf. and Evaluation Report for Program Year Ending
Final Performance and Evaluation Report 12/31/2002

Line No.	Summary by Development Account	Total estimated cost		Obligated	Actual Cost (2)	
		Original	Revised (1)		Expended	
1	Total Non-CGP funds					
2	1406 Operations (may not exceed 10% of line 19)	\$166,043.00		\$166,043.00		\$166,043.00
3	1408 Management Improvements (soft costs)	\$123,073.00				
	1408 Management Improvements (hard costs)	\$20,000.00				
4	1410 Administration 2/	\$147,000.00				
5	1411 Audit	\$5,000.00				
6	1415 Liquidated Damages					
7	1430 Fees and Costs	\$10,000.00				
8	1440 Site Acquisition					
9	1450 Site Improvement	\$320,615.00		\$173,517.00		
10	1460 Dwelling Structures	\$819,700.00		\$114,316.96		\$114,316.96
11	1465.1 Dwelling Equipment--Nonexpendable	\$21,600.00		\$28,728.00		\$28,728.00
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment	\$30,000.00				\$6,561.96
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs	\$1,000.00				
18	1499 Development Activities					
19	1502 Contingency (may not exceed 8% of line 19)					
20	Amount of Annual Grant Sum of Grant (Sum of lines 2-18)	\$1,664,031.00		\$482,604.96		\$315,649.92
21	Amount of line 20 Related to LBP Testing					
22	Amount of line 20 related to Section 504 Compliance					
23a	Amount of line 20 related to Security (Soft Costs)					
23b	Amount of line 20 related to Security (Hard Costs)					
24	Amount of line 19 related to Energy Conservation Measures					
	Collateralization Expenses or Debt Service					

Signature of Public Housing Director & Date

X

X

(1) to be completed for the Performance and Evaluation Report or a Revised Annual Statement

Page 1 of 4

(2) To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report

ANNUAL REPORT 12-2002

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

THRU R6

Part II: Supporting Pages

PHA NAME: Albuquerque Housing Services			Grant Type and Numer: CFP NM02P00150102				FFY of Grant: 2002	
Development Number/Name HA-Wide activities	General Description of Proposed Work Items	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
NM1-14a	Driveway repairs	1450.11	58	\$ 75,000				
NM1-25	Xeriscape	1450.11	60	\$ 200,615		\$ 173,517.00		
NM1-14a	Chainlink fencing repairs	1450.61	58	\$ 30,000				
NM1-17b	Chainlink fencing repairs	1450.61	25	\$ 15,000				
			Total 1450	\$ 320,615				
NM1-13a	Re-finish cabinets	1460.11	18	\$ 2,000				
NM1-10	Replace carpet in units	1460.13	101	\$ 151,500				
NM1-13b	Replace carpet in units	1460.13	60	\$ 90,000				
NM1-20/21	Carpet upstairs	1460.13	59	\$ 180,000				
NM1-5	Re-roof	1460.18	38	\$ 129,200		\$ 599.80	\$ 599.80	COMPLETED W/501-01 FUNDS
NM1-11	Re-roof	1460.18	50	\$ 170,000		\$ 73,355.68	\$ 73,355.68	COMPLETED
NM1-17b	Re-roof	1460.18	25	\$ 85,000		\$ 35,302.58	\$ 35,302.58	COMPLETED
NM1-4b	Re-roof center	1460.18	1	\$ 12,000		\$ 7,000.00	\$ 5,058.90	COMPLETED
			Total 1460	\$ 819,700				
NM1-23	Water heater replacement	1465.21	48	\$ 21,600		\$ 28,728.00	\$ 28,728.00	COMPLETED
			Total 1465	\$ 21,600		\$ 318,503.06	\$ 143,044.96	

Annual Statement/Performance and Evaluation Report

ANNUAL REPORT 12/2002

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

THRU R 6

Part II: Supporting Pages

PHA Name: Albuquerque Housing Services		Grant Type and Number: CFP NM02P00150102				FFY of Grant: 2002		
Development Number/Name HA-Wide activities	General Description of Proposed Work Items	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
MANAGEMENT IMPR.	HOMEOWNERSHIP PROGRAM	1408		\$ 34,000.00				
	CARETAKER PROGRAM	1408		\$ 40,000.00				
	COMPUTER SOFTWARE	1408		\$ 20,000.00				
	MANAGEMENT CONSULTANT	1408		\$ 29,073.00				
	STAFF TRAINING	1408		\$ 20,000.00				
			TOT 1408	\$ 143,073.00				
ADMINISTRATION	CGP COORDINATOR	1410		\$ 55,000.00				
	CGP CLERK	1410		\$ 35,000.00				
	CONTRACT MANAGER	1410		\$ 22,000.00				
	EMPLOYEE BENEFITS	1410		\$ 35,000.00				
			TOT 1410	\$ 147,000.00				
OPERATIONS	20% MAX. FOR OPERATIONS	1406		\$ 179,708.00				
			TOT 1406	\$ 166,043.00				
RELOCATION COSTS	RELOCATION COSTS	1495		\$ 1,000.00				
			TOT 1495	\$ 1,000.00				
NON-DWELLING EQ.	COMPUTER HARDWARE	1475		\$ 30,000.00				
			TOT 1475	\$ 30,000.00				
AUDIT COSTS	AUDIT COST	1411		\$ 5,000.00				
			TOT 1411	\$ 5,000.00				
FEE AND COSTS	ARCHITECT FEES AND INSP.	1430		\$ 10,000.00				
			TOT 1430	\$ 10,000.00				

Annual Statement/Performance and Evaluation Report

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

ANNUAL PLAN 12-2003

THRU R6

Part III: Implementation Schedule

PHA Name: Albuquerque Housing Services		Grant Type and Number: CFPNM02P00150102				Federal FY of Grant 2002	
Development Number/Name HA-wide activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1406 Operations	6/30/2003			6/30/2005			
1408 Management Improvements	6/30/2003			6/30/2005			
1410 Administration	6/30/2003			6/30/2005			
1411 Audit Costs	6/30/2003			6/30/2005			
1430 Fees and Costs	6/30/2003			6/30/2005			
1450 Site Improvements	6/30/2003			6/30/2005			
1460 Physical Improvements	6/30/2003			6/30/2005			
1465 Dwelling Equipment	6/30/2003			6/30/2005			
1475 Non-Dwelling Equipment	6/30/2003			6/30/2005			
1495 Relocation Costs	6/30/2003			6/30/2005			

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

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

**ANNUAL REPORT 12/2002
THRU R 21**

OMB Approval No. 2577-0157 (exp. 7/31/98)

PHA/IHA Name	ALBUQUERQUE HOUSING SERVICES	Capital Fund Program Grant No:	NM02P00150101	FFY of Grant Approval	2001
		Replacement Housing Factor Grant No:			

Original Annual Statement	Reserve for Disasters/Emergencies	Revised Annual Statement/Revision Number
Final Performance and Evaluation Report	Performance and Evaluation Report for year ending 12/31/2002	

Line No.	Summary by Development Account	Total estimated cost		Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP funds				
2	1406 Operations (may not exceed 10% of line 19)	\$179,708.00	\$179,708.00	\$179,708.00	\$179,708.00
3	1408 Management Improvements (soft costs)	\$129,000.00	\$129,000.00	\$129,000.00	\$29,499.11
	1408 Management Improvements (hard costs)	\$20,000.00	\$20,000.00	\$20,000.00	
4	1410 Administration 2/	\$147,000.00	\$147,000.00	\$147,000.00	\$82,931.75
5	1411 Audit	\$5,000.00	\$5,000.00	\$5,000.00	
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$4,000.00	\$4,000.00	\$4,000.00	
8	1440 Site Acquisition				
9	1450 Site Improvement	\$355,140.00	\$355,140.00	\$355,140.00	\$11,718.68
10	1460 Dwelling Structures	\$926,233.00	\$866,233.00	\$866,233.00	\$526,869.09
11	1465.1 Dwelling Equipment--Nonexpendable	\$0.00	\$0.00		
12	1470 Nondwelling Structures	\$0.00	\$60,000.00	\$60,000.00	\$11,679.97
13	1475 Nondwelling Equipment	\$30,000.00	\$30,000.00	\$30,000.00	\$6,907.06
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$1,000.00	\$1,000.00	\$1,000.00	
18	1499 Development Activities				
19	1502 Contingency (may not exceed 8% of line 19)				
20	Amount of Annual Grant Sum of Grant (Sum of lines 2-18)	\$1,797,081.00	\$1,797,081.00	\$1,797,081.00	\$849,313.66
	Amount of line 20 Related to LBP Testing				
	Amount of line 20 related to Section 504 Compliance				
	Amount of line 20 related to Security (Soft Costs)				
	Amount of line 20 related to Security (Hard Costs)				
	Amount of line 19 related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Signature of Public Housing Director & Date

X

X

(1) to be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report.

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement I
Part II: Supporting Pages

ANNUAL REPORT 12/02
 501-01 THRU R21

PHA NAME:			Grant Type and Number: CFP NM02P00150101					FFY of Grant: 2001	
Development Number/Name HA-Wide activities	General Description of Proposed Work Items	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)		
NM1-14b	Fence Replacement	1450	42	\$ 10,000	\$ 10,000.00	\$ 10,000.00			
NM1-18	Xeric Landscaping	1450	31	\$ 93,000	\$ 93,000.00	\$ 93,000.00		In design phase	
NM1-19a	Fence Replacement	1450	8	\$ 9,600	\$ 9,600.00	\$ 17,000.00	\$ 11,718.68	Under construction	
NM1-19b	Fence Replacement	1450	20	\$ 24,000	\$ 24,000.00	\$ 24,000.00		Under construction	
NM1-19c	Xeric Landscaping	1450	14	\$ 100,000	100000	\$ 100,000.00		In design phase	
NM1-20/21	Renovate play areas and landscaping	1450	59	\$ 103,540	103540	\$ 103,540.00		In design phase	
NM1-30	Xeric Landscaping	1450	8	\$ 15,000	\$ 15,000.00	\$ 15,000.00		In design phase	
NM1-10	Replace exterior storage doors	1460	101	\$ 18,180	\$ 18,180.00	\$ 22,000.00	\$ 15,956.99	Under construction	
NM1-11	Re-stucco yard walls	1460	50	\$ 4,000	\$ 4,000.00	\$ 4,000.00			
NM1-12	Replace entry door trim	1460	30	\$ 6,400	\$ 6,400.00	\$ 3,450.00	\$ 3,450.00	COMPLETE	
NM1-12	Install gate valves	1460	30	\$ 3,600	\$ 3,600.00	\$ 12,418.20	\$ 12,418.20	COMPLETE	
NM1-13a	Install security screen doors	1460	18	\$ 10,080	\$ 10,080.00	\$ 3,717.44	\$ 3,717.44	COMPLETE	
NM1-15c	Install closet doors	1460	18	\$ 17,100	\$ 7,100.00	\$ -		defer to 501-02	
NM1-15d	Install closet doors	1460	22	\$ 19,800	\$ 9,800.00	\$ -		defer to 501-02	
NM1-15e	Install security window screens	1460	20	\$ 11,200	\$ 11,200.00	\$ 11,200.00			
NM1-15e	Install closet doors	1460	20	\$ 17,100	\$ 7,100.00	\$ -		defer to 501-02	
NM1-16a	Install security window screens	1460	35	\$ 19,600	\$ 19,600.00	\$ 19,600.00			
NM1-16a	Install closet doors	1460	32	\$ 30,600	\$ 24,700.00	\$ -		defer to 501-02	
NM1-17b	Install closet doors	1460	25	\$ 21,900	\$ 21,900.00	\$ -		defer to 501-02	
NM1-18	Carpet upstairs	1460	31	\$ 49,600	\$ 49,600.00	\$ 49,600.00			
NM1-19a	Replace carpet	1460	8	\$ 17,600	\$ 17,600.00	\$ -		completed with 501-01funds	
NM1-19b	Replace cabinets and flooring	1460	20	\$ 100,000	\$ 100,000.00	\$ 100,000.00	\$ 62,747.00	COMPLETE	
NM1-20/21	Replace furnaces	1460	59	\$ 70,800	\$ 70,800.00	\$ 82,538.64	\$ 82,538.64	COMPLETE	
NM1-23	Install security window screens	1460	48	\$ 40,000	\$ 40,000.00	\$ 40,000.00			
NM1-23	Replace furnaces	1460	48	\$ 57,600	\$ 57,600.00	\$ 62,953.20	\$ 62,953.20	COMPLETE	
NM1-24	Replace light fixtures in stairwells	1460	50	\$ 7,500	\$ 7,500.00	\$ 7,500.00			
NM1-24	Re-insulated furnace rooms	1460	50	\$ 17,500	\$ 17,500.00	\$ 17,500.00			
NM1-25	Install security screen doors	1460	60	\$ 33,600	\$ 33,600.00	\$ 39,036.23	\$ 39,036.23	COMPLETE	
NM1-25	Replace furnaces	1460	60	\$ 72,000	\$ 72,000.00	\$ 83,937.60	\$ 83,937.60	COMPLETE	
NM1-30	Paint fascia and trim	1460	8	\$ 14,400	\$ 14,400.00	\$ 10,916.13			
NM1-4b	Replace floor tile	1460	50	\$ 75,000	\$ 75,000.00	\$ 75,000.00			
NM1-4b	Re-stucco yard walls	1460	50	\$ 4,000	\$ 4,000.00	\$ 4,000.00			
NM1-5	Replace evaporative coolers	1460	50	\$ 30,400	\$ 30,400.00	\$ 26,813.70	\$ 26,813.70	COMPLETE	
NM1-5	Replace carpet	1460	38	\$ 83,600	\$ 83,600.00	\$ -	\$ 413.30	completed with 501-01funds	
NM1-all	Roofing	1460	10	\$ 24,100	\$ 24,100.00	\$ 99,000.00	\$ 96,822.09	complete	
NM1-all	Ada renovations	1460				\$ 15,000.00	\$ 11,412.84	carried over w/fungibility	
NM1-all	Furnace-A/c replacement	1460	44	\$ 24,873	\$ 24,873.00	\$ 24,651.86	\$ 24,651.86	complete	
OFFICE	Carpet replacement	1470	18	\$ 24,100	\$ 60,000.00	\$ 60,000.00	\$ 11,679.97	originally LI1460	
				\$ 1,281,373	\$ 1,281,373.00	\$ 1,237,373.00	\$ 550,267.74		

Annual Statement/Performance and Evaluation Report

ANNUAL REPORT 12/2002

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

501-01 THRU R21

Part II: Supporting Pages

PHA Name: Albuquerque Housing Services		Grant Type and Number: CFP NM02P00150101				FFY of Grant: 2001		
Development Number/Name HA-Wide activities	General Description of Proposed Work Items	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
MANAGEMENT IMPR.	HOMEOWNERSHIP PROGRAM	1408		\$ 34,000.00				
	CARETAKER PROGRAM	1408		\$ 40,000.00				
	COMPUTER SOFTWARE	1408		\$ 20,000.00				
	MANAGEMENT CONSULTANT	1408		\$ 30,000.00				
	STAFF TRAINING	1408		\$ 25,000.00				
			TOT 1408	\$ 149,000.00		\$ 147,000.00	\$ 29,499.11	
ADMINISTRATION	CGP COORDINATOR	1410		\$ 55,000.00				
	CGP CLERK	1410		\$ 35,000.00				
	CONTRACT MANAGER	1410		\$ 22,000.00				
	EMPLOYEE BENEFITS	1410		\$ 35,000.00				
			TOT 1410	\$ 147,000.00		\$ 147,000.00	\$ 82,931.75	
OPERATIONS	20% MAX. FOR OPERATIONS	1406		\$ 179,708.00				
			TOT 1406	\$ 179,708.00		\$ 179,708.00	\$ 179,708.00	
RELOCATION COSTS	RELOCATION COSTS	1495		\$ 1,000.00				
			TOT 1495	\$ 1,000.00		\$ 1,000.00		
NON-DWELLING EQ.	COMPUTER HARDWARE	1475		\$ 30,000.00				
			TOT 1475	\$ 30,000.00		\$ 30,000.00	\$ 6,907.06	
AUDIT COSTS	AUDIT COST	1411		\$ 5,000.00				
			TOT 1411	\$ 5,000.00		\$ 5,000.00		
FEE AND COSTS	ARCHITECT FEES AND INSP.	1430		\$ 4,000.00				
			TOT 1430	\$ 4,000.00		\$ 50,000.00		

Annual Statement/Performance and Evaluation Report

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

ANNUAL REPORT 12/2002

501-01 THRU R21

Part III: Implementation Schedule

PHA Name: Albuquerque Housing Services		Grant Type and Number: CFPNM02P00150101					Federal FY of Grant; 2001
Development Number/Name HA-wide activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
MGMT. IMP.	6/30/2002			6/30/2004			
ADMIN.	6/30/2002			6/30/2004			
OPERATIONS	6/30/2002			6/30/2004			
RELO. COSTS	6/30/2002			6/30/2004			
NON-DWL.EQUIP.	6/30/2002			6/30/2004			
PHYS. IMP.	6/30/2002			6/30/2004			
GROUNDS	6/30/2002			6/30/2004			

**Annual Statement/
Performance and Evaluation Report
Part I: Summary
Comprehensive Grant Program (CGP)**

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

**ANNUAL REPORT 12/2002
THRU R59**

OMB Approval No. 2577-0157 (exp. 7/31/98)

PHA/IHA Name

ALBUQUERQUE HOUSING SERVICES

Comprehensive Grant Number

NM02P00150100

FFY of Grant Approval

2000

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number
Final Performance and Evaluation Report Performance and Evaluation Report for Year Ending 12-31-2002

Line No.	Summary by Development Account		Total estimated cost		Actual Cost (2)	
			Original	Revised (1)	Obligated	Expended
1	Total Non-CGP funds					
2	1406	Operations (may not exceed 10% of line 19)	\$352,312.60	\$352,312.60	\$352,312.60	\$352,312.60
3	1408	Management Improvements 1/	\$130,444.82	\$62,421.43	\$62,421.43	\$62,421.43
4	1410	Administration 2/	\$131,662.00	\$130,859.54	\$130,859.54	\$130,859.54
5	1411	Audit	\$5,555.18	\$5,555.18	\$5,555.18	\$5,555.18
6	1415	Liquidated Damages				
7	1430	Fees and Costs				
8	1440	Site Acquisition				
9	1450	Site Improvement	\$206,540.00	\$206,540.00	\$206,540.00	\$79,449.77
10	1460	Dwelling Structures	\$865,502.00	\$915,373.01	\$865,502.00	\$829,425.76
11	1465.1	Dwelling Equipment--Nonexpendable				
12	1470	Nondwelling Structures				
13	1475	Nondwelling Equipment	\$64,546.40	\$88,501.24	\$88,501.24	\$88,184.58
14	1485	Demolition				
15	1490	Replacement Reserve				
16	1495.1	Relocation Costs	\$5,000.00	\$0.00	\$0.00	\$0.00
17	1498	Mod Used for Development				
18	1502	Contingency (may not exceed 8% of line 19)				
19	Amount of Annual Grant Sum of Grant (Sum of lines 2-18)		\$1,761,563.00	\$1,761,563.00	\$1,761,563.00	\$1,548,208.86
20	Amount of line 19 Related to LBP Testing					
21	Amount of line 19 related to Section 504 Compliznce					
22	Amount of line 19 related to Security					
23	Amount of line 19 relted to Energy Conservation Measures					

Signature of Executive Director and Date

X

Signature of Public Housing Director & Date

X

(1) to be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2)To be completed for the Performance and Evaluation Report.

**Annual Statement/
Performance and Evaluation Report
Part II: Supporting Pages
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157(exp. 7/3)

Development Number/Name HA-Wide activities	General Description of Proposed Work Items	Development Account Number	Quantity	Estimated Cost		Total Actual Cost	
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)
NM24	REPAIR ERODED YARDS	1450	50	\$ 30,000.00	36,463.58	36,463.58	-
NM18	REPAIR WALKS AND LANDSCAPE	1450	31	\$ 76,540.00	92,895.65	92,895.65	39.00
NM17A	LANDSCAPE/PLAY AREA	1450	16	\$ 100,000.00	72,968.77	72,968.77	75,198.77
NM12	LANDSCAPE/PLAY AREA	1450	32	\$ -	4,212.00	4,212.00	4,212.00
			TOT1450	\$ 206,540.00	206,540.00	206,540.00	79,449.77
NM20/21	FLOORING	1460	59	\$ -	5,577.00	5,577.00	5,577.00
NMALL	SMOKE DETECTORS	1460	954	\$ -	97,198.83	97,198.83	95,783.13
NMALL	ADA RENOVATIONS	1460	45	\$ -	15,700.25	15,700.25	28,129.76
NM20/21	HOSEBIBB ISOLATION VALVES	1460	59	\$ 12,000.00	11,460.53	11,460.53	11,460.53
NM25	GATE VALVES	1460	60	\$ -	24,836.40	24,836.40	25,250.34
NM1-11	REPLACE TUB FAUCETS	1460	50	\$ 6,000.00	20,338.73	20,338.73	20,338.73
NM1-23	SECURITY SCREEN DOORS	1460	48	\$ 13,440.00	12,713.57	12,713.57	12,713.57
NM1-05	CABINETS AND FLOORING	1460	38	\$ 165,000.00	143,500.00	143,500.00	120,635.00
NM1-25	CABINETS AND FLOORING	1460	60	\$ 298,862.00	275,000.00	275,000.00	182,317.00
NM19A	CABINETS AND FLOORING	1460	8	\$ 40,000.00	37,500.00	37,500.00	42,782.81
NM10	CARPET REPL. COMMONS	1460	101	\$ 38,000.00	54,623.51	54,623.51	54,623.51
NM13B	CARPET REPL. COMMONS	1460	62	\$ 38,000.00	30,346.78	30,346.78	30,346.78
NM1-13A	REPLACE PATIO SLIDERS	1460	18	\$ 12,600.00	13,728.00	13,728.00	13,728.00
NM1-15A	REPLACE PATIO SLIDERS	1460	24	\$ 16,800.00	15,548.35	15,548.35	15,548.65
NM1-15B	REPLACE PATIO SLIDERS	1460	14	\$ 9,800.00	9,501.91	9,501.91	9,501.91
NM1-15C	REPLACE PATIO SLIDERS	1460	18	\$ 12,600.00	7,800.00	7,800.00	7,800.00
NM1-15D	REPLACE PATIO SLIDERS	1460	22	\$ 15,400.00	-	-	-
NM1-15E	REPLACE PATIO SLIDERS	1460	20	\$ 14,000.00	9,750.00	9,750.00	9,750.00
NM1-16A	REPLACE PATIO SLIDERS	1460	32	\$ 24,500.00	17,160.00	17,160.00	17,160.00
NM1-16B	REPLACE PATIO SLIDERS	1460	16	\$ 22,400.00	-	-	-
NM1-17A	REPLACE PATIO SLIDERS	1460	14	\$ 11,200.00	-	-	-
NM1-17B	REPLACE PATIO SLIDERS	1460	25	\$ 17,500.00	18,018.00	18,018.00	18,018.00
NM1-19C	REPLACE PATIO SLIDERS	1460	14	\$ 9,800.00	9,100.00	9,100.00	9,100.00
NM1-24	REPLACE PATIO SLIDERS	1460	50	\$ -	12,350.00	12,350.00	12,350.00
NM1-05	CARPET REPLACEMENT	1460	38	\$ 83,600.00	73,600.00	73,600.00	86,489.89
NM1-13B	STAIRWELL LIGHTING	1460	62	\$ 4,000.00	-	-	-
NM1-11	SECURITY SCREEN DOORS	1460		\$ -	21.15	21.15	21.15
			TOT 1460	\$ 865,502.00	915,373.01	915,373.01	829,425.76

Signature of Executive Director and Date:

Signature of Public Housing Director and Date

X

X

ANNUAL REPORT 12/2002
501-00 THRU R59

31/98)

Status of Proposed Work (2)

COMPLETE/DELAY W/BILLING
COMPLETE/DELAY W/BILLING
COMPLETE
CARRY OVER FROM 708

CARRY OVER FROM 708
CARRY OVER FROM 708
CARRY OVER FROM 708

COMPLETE
COMPLETE

COMPLETED WITH OTHER FUNDS

COMPLETE
COMPLETE

COMPLETED WITH OTHER FUNDS

COMPLETED WITH OTHER FUNDS

COMPLETE
COMPLETE
COMPLETE
COMPLETE

DEFERRED TO ENERGY STUDY

COMPLETE FROM PR.YR.

3:

**Annual Statement/
Performance and Evaluation Report
Part II: Supporting Pages
Comprehensive Grant Program (CGP)**

**U.S. Department of Housing
and Urban Development**

**ANNUAL REPORT 12-2002
501-00 THRU R59**

Office of Public and Indian Affairs OMB Approval No. 2577-0157(exp. 7/31/98)

Development Number/Name HA-Wide activities	General Description of Proposed Work Items	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
MANAGEMENT IMPR.	HOMEOWNERSHIP PROGRAM	1408		34,000	20,056.75	20,056.75	20,056.75	COMPLETE
	CARETAKER PROGRAM	1408		35,000	29,053.30	29,053.30	29,053.30	COMPLETE
	COMPUTER SOFTWARE	1408		20,000	-	-	-	CHANGE TO HARDWARE
	MANAGEMENT CONSULTANT	1408		20,000	6,070.81	6,070.81	6,070.81	COMPLETE
	STAFF TRAINING	1408		27,000	7,240.57	7,240.57	7,240.57	COMPLETE
			TOT 1408	136,000	62,421.43	62,421.43	62,421.43	
ADMINISTRATION	CGP COORDINATOR	1410		53,000	52,940.87	52,940.87	52,940.87	COMPLETE
	CGP CLERK	1410		22,000	20,719.53	20,719.53	20,719.53	COMPLETE
	CONTRACT MANAGER	1410		21,810	23,031.97	23,031.97	23,031.97	COMPLETE
	EMPLOYEE BENEFITS	1410		34,852	34,167.17	34,167.17	34,167.17	COMPLETE
			TOT 1410	131,662	130,859.54	130,859.54	130,859.54	
OPERATIONS	20% MAX. FOR OPERATIONS	1406		352,313	352,313.00	352,313.00	352,313.00	COMPLETE
			TOT 1406	352,313	352,313.00	352,313.00	352,313.00	
RELOCATION COSTS	RELOCATION COSTS	1495		5,000	-	-	-	NO EXPENSES
			TOT 1495	5,000	-	-	-	
NON-DWELLING EQ.	COMPUTER HARDWARE	1475		30,000	55,238.31	55,238.31	55,238.31	COMPLETE
	TWO VEHICLES	1475		34,546	32,946.27	32,946.27	32,946.27	COMPLETE
			TOT 1475	64,546	88,184.58	88,184.58	88,184.58	
AUDIT COSTS	AUDIT COSTS	1411		-	5,555.18	5,555.18	5,555.18	COMPLETE
			TOT 1411	-	5,555.18	5,555.18	5,555.18	

Signature of Executive Director and Date:

X

Signature of Public Housing Director and Date:

X

(1) To be completed for the Performance and Evaluation Report or Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

**Annual Statement/
Performance and Evaluation Report
Part III: Implementation Schedule
Comprehensive Grant Program (CGP)**

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

**REVISION #2
FY 2000**
OMB approval No. 2577-0157 (exp. 7/31/98)

Development Number/Name HA-wide activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
MGMT. IMP.	6/30/2001			6/30/2002			WORK IS 60%COMPLETE- DELAYED BY GSA WORK IS COMPLETE - DELAY W/CITY BILLING
ADMIN.	6/30/2001			6/30/2002			
OPERATIONS	6/30/2001			6/30/2002			
RELO. COSTS	6/30/2001			6/30/2002			
NON-DWL.EQUIP.	6/30/2001			6/30/2002			
PHYS. IMP.	6/30/2001			9/30/2002	11/30/2002		
GROUNDS	6/30/2001			9/30/2002	11/30/2002		

Signature of Executive Director and Date:

Signature of Public Housing Director and Date:

X

X

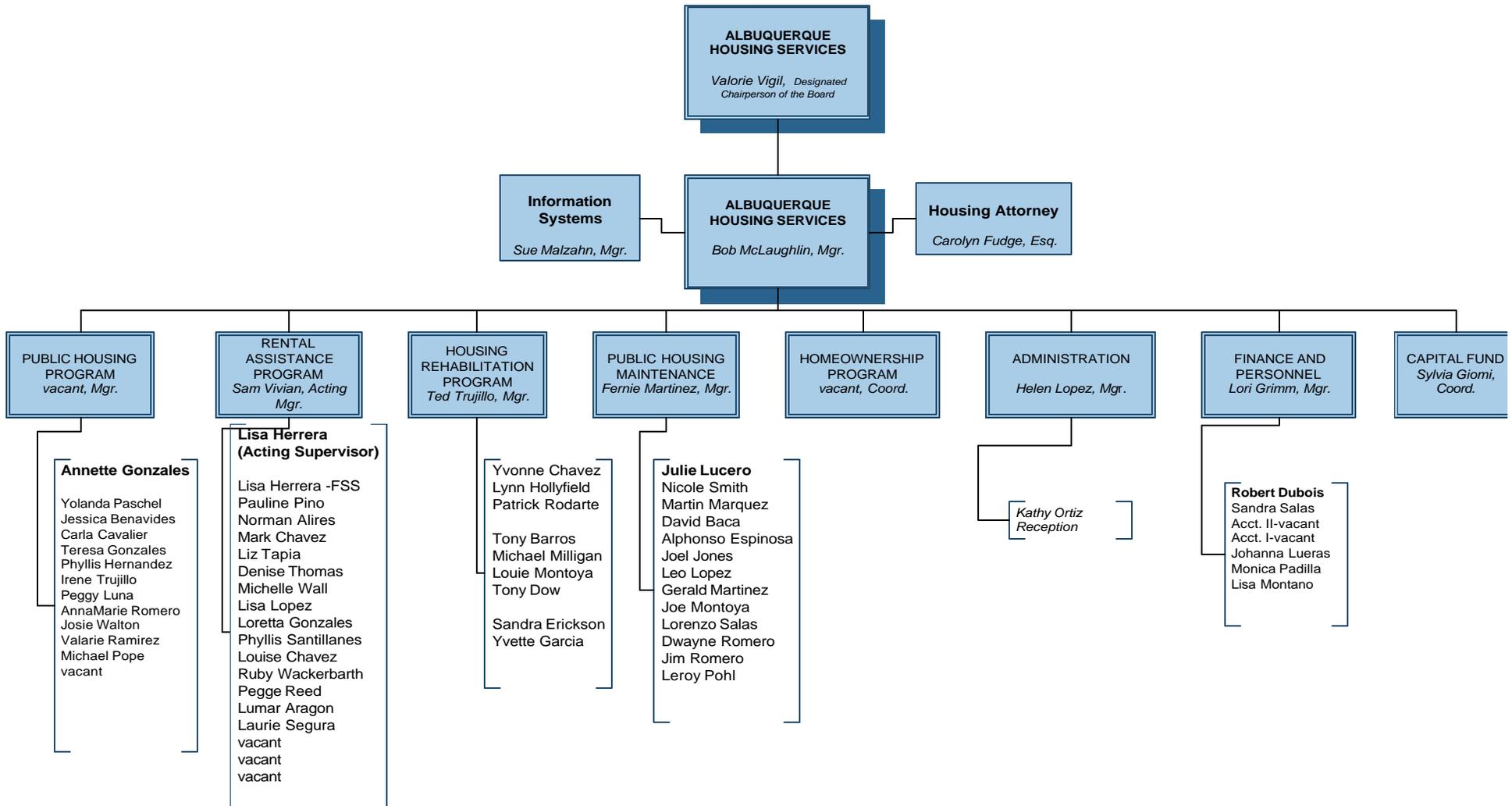
Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name : Albuquerque Housing Services				Original 5-Year Plan Revision No:	
A. Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
		FFY Grant: 2004 PHA FY:2004	FFY Grant: 2005 PHA FY: 2005	FFY Grant: 2006 PHA FY: 2006	FFY Grant: 2007 PHA FY: 2007
	Annual Statement				
B. Physical Improvements Subtotal		\$ 1,112,555.00	\$ 1,112,555.00	\$ 1,112,555.00	\$ 1,112,555.00
C. Management Improvements		\$ 143,073.00	\$ 143,073.00	\$ 143,073.00	\$ 143,073.00
D. PHA-Wide Nondwelling Structures and equipment		\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
E. Administration		\$ 147,000.00	\$ 147,000.00	\$ 147,000.00	\$ 147,000.00
F. Other		\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00
G. Operations		\$ 166,403.00	\$ 166,403.00	\$ 166,403.00	\$ 166,403.00
H. Demolition					
I. Replacement Reserve					
J. Mod used for Development					
K. Total CFP Funds		\$ 1,664,031.00	\$ 1,664,031.00	\$ 1,664,031.00	\$ 1,664,031.00
L. Total RHF Funds		\$ 81,041.00	\$ 81,041.00	\$ 81,041.00	\$ 81,041.00
M. Total non-CFP Funds					
N. Grand Total		\$ 1,745,072.00	\$ 1,745,072.00	\$ 1,745,072.00	\$ 1,745,072.00

City of Albuquerque
ALBUQUERQUE HOUSING SERVICES

A Division of Family & Community Services



DWELLING LEASE AMENDMENT

PET AGREEMENT

I. DESCRIPTION OF PARTIES AND PREMISES: The Albuquerque Housing Authority (AHS) has entered into a Dwelling Lease executed on the ____ day of _____, 20____, with _____ (Tenant) for the dwelling unit located at _____.

II. CHANGE IN DWELLING LEASE: AHS and the Tenant hereby agree to modify and amend the most current Dwelling Lease entered into between them to allow the Tenant to keep common household pets in compliance with regulations of the United States Department of Housing and Urban Development (HUD) and the authority Policy on Pet Ownership. The Dwelling Lease shall thus be amended to include the following:

1. Common household pets as authorized by this policy are cats, dogs, fish, birds, rodents and turtles. No pets other than those specified may be kept by a Tenant family.
2. Each Tenant family will be allowed to house only one (1) cat, OR dog, and one (1) rodent OR turtle. The Tenant family may be allowed to house two (2) birds, or a fish aquarium no larger than ten (10) gallons.
3. If an approved pet gives birth to a litter, the Tenant shall remove all pets from the dwelling unit except those allowed by this Policy, as soon as the young are able to leave their mother.
4. Pets must be registered with the Area Tenant Advisor. Tenants must sign a written agreement to keep any animal on or about the premises. A copy of the signed AHS Pet Agreement will be provided to the Tenant.
5. Cats and dogs shall be limited to small breeds where total weight shall not exceed twenty-five (25) pounds and total height shall not exceed fifteen (15) inches.
6. Pets will not be allowed in common areas such as social rooms, community rooms, dining rooms or laundry rooms.
7. Dogs trained to aid the handicapped are excluded from height and weight restrictions of this policy and shall be allowed in all common areas.
8. All cats and dogs shall be neutered or spayed by a licensed veterinarian. The cost for neutering or spaying shall be paid by the pet owner.
9. The Tenant will be required to present to their Area Tenant Advisor a certificate of health from their veterinarian verifying neutering, spaying and annual vaccinations, prior to permanently housing their pets on the premises.
10. Tenant shall comply with the Albuquerque Animal Control Ordinance.
11. Pets shall be quartered inside the Tenant's unit. No doghouses will be allowed on premises. Tenants shall not alter their unit or outside areas to create an enclosure for their pets. Dishes or containers of food will be kept within the Tenant's unit. Pet food, cat litter boxes, scraps and bones will not be deposited on or in the Tenant's porch or yard.
12. When outside the unit, dogs and cats must be kept on a leash or carried and under the control of the Tenant or responsible individual at all times.

13. Birds must be kept in regular bird cages and shall not be allowed to fly throughout the unit.
14. Tenants are prohibited from feeding stray animals. The continual feeding of a stray animal shall constitute having a pet without the permission of AHS.
15. Tenants are responsible for all damages caused by their pets.
16. Tenants must control the noise and behavior of their pets. Pet noises should not create a nuisance for other Tenants or interrupt the peaceful enjoyment of their units. Such noise includes, but is not limited to loud barking, howling, whining, biting, scratching or chirping.
17. Tenants shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a clean and sanitary condition at all times.
18. Tenants shall be responsible for the adequate nutrition, exercise and medical attention of their pets. No pet, except for fish, shall be left unattended in any unit for more than twenty-four (24) hours.
19. Tenants shall pay AHS a \$50.00 refundable deposit, on or prior to the date a pet is properly licensed and brought into the unit for the purpose of defraying all reasonable costs directly attributable to the presence of the pet. The AHS reserves the right to charge or increase the required deposit by amendment to these rules.
20. All reasonable expenses incurred by AHS as a result of damages directly attributable to the presence of the pet in the development shall be the responsibility of the Tenant. Such expenses include repairs, replacement or fumigation in the Tenant's unit or development.
21. The expenses shall be deducted from the Pet Deposit and the Tenant shall be billed for any balance due. If there are no damages, the Pet Deposit shall be refunded within thirty (30) days after the Tenant no longer keeps a pet.
22. Tenants shall be given written notice of pet rule violation(s). Tenants shall have ten (10) days from the date of delivery of the notice to correct the violation(s) or make a written request for a meeting to discuss the violation.
23. If a Tenant requests a meeting on a timely basis, AHS will establish a mutually acceptable time and place for the meeting, not later than fifteen (15) days from the effective date of the notice of violation, unless the Tenant agrees to a later date in writing.
24. If the Tenant and AHS are unable to resolve the violation at the meeting, or if the Tenant fails to correct the violation in the allotted time, the AHS may serve notice to the Tenant stating that the Tenant must remove the pet within ten (10) days from the date Lease Termination procedures were started.
25. The failure of any Tenant to:
 - A. Keep his/her pet from making noise that disturbs the peace and quiet of other Tenants, or
 - B. Keep or maintain his/her pet from disturbing other Tenants with noxious or offensive odors, or

C. Keep his/her pet from otherwise endangering the health and welfare of other Tenants or AHS personnel, or

D. Properly register and provide proof of vaccinations and neutering/spaying before bringing the proposed pet to the unit, shall be considered a serious violation(s) and ground for lease termination.

26. Tenants who violate these rules are subject to being required to dispose of their pets within thirty (30) days of the pet rule violation(s) or will be subject to eviction.

III. INTENT OF PARTIES: AHS and the Tenant intend to only modify the Dwelling Lease as shown above, and further intend for all other terms of the Lease to be continued in full force and effect as written, unless there is a conflict between the terms of the Dwelling Lease and this Amendment, in which case terms of this Amendment shall control.

IN WITNESS WHEREOF, the parties have executed this Dwelling Lease Amendment this _____ day of _____, 20____.

(AHS Representative)

(Tenant)

(Tenant)

Attachment nm01e01 – Brief Statement of Progress in Meeting Five Year Mission and Goals

The City of Albuquerque Housing Services agency (AHS) demonstrated significant progress in meeting its Five-Year Mission and Goals. In the past year of the Agency Plan, AHS successfully implemented key projects and actions supporting City goals. These initiatives include the following:

☞☞ Increase the availability of decent, safe, and affordable housing

☞☞AHS was awarded 24 new housing choice vouchers through the Fair Share process.

☞☞AHS was awarded 50 Section 8 vouchers for five-year funding under the Mainstream Housing Opportunities for Persons with Disabilities. The Housing Authority will use the special vouchers to address the housing needs of eligible disabled applicants.

☞☞ Promoting self-sufficiency and asset development of families and individuals

☞☞AHS continues to recruit and graduate Family Self-Sufficiency participants from Section 8 and Public Housing programs. FSS had a total of 42 graduates and paid out a total of \$409,747 from the escrow fund since the first annual plan. Current FSS escrow balance is \$499,107.

**Attachment nm001f01 – Resident Advisory Board and Public Hearing
Comments on the FY 2003 PHA Annual Plan**

The following are the questions and comments brought by the Resident Advisory Board and the public concerning the Albuquerque PHA Annual Plan. The questions were answered in turn by the Albuquerque Housing Services Management. The questions and answers were given during the Public Hearing for the FY 2003 PHA Annual Plan on April 14, 2003 2:30 pm at the main administrative office for Albuquerque Housing Services.

1. Question: What is the median income in Albuquerque?
1. Answer: The median income is \$51,000. For a family size of four the median income is \$25,000 and for a family size of one the median income is \$18,000.

2. Question: How do you move from Public Housing to Section 8?
2. Answer: You have to apply for that program. (i.e. Section 8)

3. How do you convert from Public Housing to homeownership?
3. a) Tenant's options are to seek information regarding the Family Self-Sufficiency program
- b) Previously had Public Housing units converted to homeownership in the San Jose Development
- c) Have a long-term plan to convert Public Housing units to homeownership
- d) Contact the local HUD office for options for homeownership