

Small PHA Plan Update
Annual Plan for Fiscal Year: 2003

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

PHA Plan Agency Identification

PHAName: RATON HOUSING AUTHORITY

PHANumber: NM008

PHAFiscalYearBeginning: (07/01/2003)

PHA Plan Contact Information:

Name: Rita L. Flores

Phone: 505 -445-8021

TDD:

Email(shell@bacavalley.com):

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

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
- Main administrative office of the local, county or 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)

PHA Programs Administered :

- Public Housing and Section 8 Section 8 Only Public Housing Only

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

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For 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. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Contents	<u>Page#</u>
Annual Plan	
i. Executive Summary (optional)	
ii. Annual Plan Information	
iii. Table of Contents 1	
1. Description of Policy and Program Changes for the Upcoming Fiscal Year 2	
2. Capital Improvement Needs 2	
3. Demolition and Disposition 2	
4. Homeownership: Voucher Homeownership Program 3	
5. Crime and Safety: PHDEP Plan 4	
6. Other Information:	
A. Resident Advisory Board Consultation Process 4	
B. Statement of Consistency with Consolidated Plan	5
C. Criteria for Substantial Deviations and Significant Amendments 5	
Attachments	
<input checked="" type="checkbox"/> Attachment A: Supporting Documents Available for Review	
<input checked="" type="checkbox"/> Attachment B: Capital Fund Program Annual Statement	
<input checked="" type="checkbox"/> Attachment C: Capital Fund Program 5 Year Action Plan	
<input type="checkbox"/> Attachment__: Capital Fund Program Replacement Housing Factor Annual Statement	
<input type="checkbox"/> Attachment__: Public Housing Drug Elimination Program (PH DEP) Plan	
<input checked="" type="checkbox"/> Attachment D: Resident Membership on PHA Board or Governing Body	
<input checked="" type="checkbox"/> Attachment E: Membership of Resident Advisory Board or Boards	
<input checked="" type="checkbox"/> Attachment F: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)	
<input checked="" type="checkbox"/> Other (List below, providing each attachment name)	
Attachment G: Narrative Progress Report	
Attachment H: Plan of Action – Housing Law Enforcement Officers	
Attachment I: Units removed from Rent Roll for purpose of self -sufficiency and anti -drug programs	
Attachment J: Certification on Conversion of Public Housing to Tenant Based Assistance	

ii. Executive Summary

[24CFR Part 903.79(r)]

At PHA option, provide a brief overview of the information in the Annual Plan

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

One change in this Annual Plan of 2003 is that PHA will be replacing Tub Enclosures in 99 Units, which was not included in our Five Year Plan.

2. Capital Improvement Needs

[24CFR Part 903.79(g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 344,768.00

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5 - Year Action Plan

The Capital Fund Program 5 - Year Action Plan is provided as Attachment C

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B

3.D Demolition and Disposition

[24CFR Part 903.79(h)]

Applicability: 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 next component; if "yes", complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including activities associated with HOPE VI or Conversion Activities)	
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. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)	
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:	

4. Voucher Homeownership Program

[24CFR Part 903.79(k)]

A. 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 next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24CFR Part 903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component PHA eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

A. Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____

C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

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 attached at Attachment (Filename) F _____

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

The PHA changed portions of the PHA Plan in response to comments
A list of these changes is included

Yes No: below or

Yes No: at the end of the RAB Comments in Attachment _____.

Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment F.

Other: (list below)

B. 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: (Colfax County)

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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

- 1) Identifies Housing needs by market analysis
- 2) Identifies Homeless population
- 3) Identifies community and economic development needs and establishes long-term strategies for meeting priority needs of the community
- 4) Identifies resources that can be tapped into

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

B. Significant Amendment or Modification to the Annual Plan:

Attachment A

Supporting Documents Available for Review

PHAs are to 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	Related Plan Component
X	PHA Plan Certification of Compliance with the PHA Plan and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: 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	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located 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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Schedule of flat rents offered each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
N/A	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
N/A	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	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
N/A	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH99 -52(HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
N/A	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHA participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHA participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	The results of 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
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHAName: Housing Authority of City of Raton		Grant Type and Number Capital Fund Program: NM02P008501 -01 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/02		<input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non -CFP Funds					
2	1406 Operations	1,230.95		1,230.95	1,230.95	
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	4,213.81		1,946.90	1,946.90	
8	1440 Site Acquisition					
9	1450 Site Improvement	74,968.57		74,968.57	74,968.57	
10	1460 Dwelling Structures	272,235.67		272,233.65	272,233.65	
11	1465.1 Dwelling Equipment — Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment	10,000.00		12,268.93	9,926.47	
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1498 Mod Used for Development					
19	1502 Contingency					
20	Amount of Annual Grant: (sum of lines 2 -19)	362,649.00		362,649.00	360,306.54	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Compliance					
23	Amount of line 20 Related to Security	8,500.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary				
PHAName: Housing Authority of City of Raton		Grant Type and Number Capital Fund Program: NM02P008501 -01 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/02 <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
24	Amount of line 20 Related to Energy Conservation Measures	168,437.00		

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Raton			Grant Type and Number Capital Fund Program #: NM02P008501 -01 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations & Tenant Services	1406		1,230.95	1,230.95	1,230.95	1,230.95	100% Complete
HA-Wide	Architect Engineer	1430		4,213.81	1,946.90	1,946.90	1,946.90	100% Complete
NM008003	Playground Improvements, Fencing & Equipment – Site W	1450		74,968.57	74,968.57	74,968.57	74,968.57	100% Complete
	For Work as Follows	1460		272,235.67	272,233.65	272,233.65	272,233.65	100% Complete
HA-Wide	Interior Lighting – All Sites – 156 Units							
NM008-002-003	Window Replacement & Repairs NM008-002, Site A 28 Units NM008-002, Site G 28 Units NM008-003, Site R 5 Units NM008-003, Site W 1 Unit							
NM008-001-003	Replace Bathtub Drains NM008-001, Site A - 110 Units NM008-001, Site B 31 Units NM008-001, Site C 7 Units NM008-003, Site R 2 Units NM008-003, Site W 47 Units							

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Raton			Grant Type and Number Capital Fund Program #: NM02P008501 -01 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
NM008-003	Metal Trim on Doors NM008-003, Site W 70 Units							
NM008-003	Bathroom Fan Replacement NM008-003, Site W 70 Units							
NM008-001-003	Wind Barriers NM008-001, Site B 14 Units NM008-003, Site W 20 Units							
HA-Wide	Purchase Snow Removal Equipment And Lawn Equipment	1475		10,000.00	12,268.93	12,268.93	9,926.47	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CF P/CFPRHF) Part III: Implementation Schedule							
PHA Name: Housing Authority of City of Raton		Grant Type and Number Capital Fund Program #: NM02P008501 -01 Capital Fund Program Replacement Housing Factor #:				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
	Original	Revised	Actual	Original	Revised	Actual	
NM008-001	12/31/2003			12/31/2004			
NM008-002	12/31/2003			12/31/2004			
NM008-003	12/31/2003			12/31/2004			

PHAName: Housing Authority of City of Raton		Grant Type and Number Capital Fund Program: NM02P008501 -02 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2002	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies			<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/02		<input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non -CFP Funds					
2	1406 Operations	50,000.00				
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit	3,000.00				
6	1415 Liquidated Damages					
7	1430 Fees and Costs	25,000.00				
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	256,768.00				
11	1465.1 Dwelling Equipment — Nonexpendable					
12	1470 Non Dwelling Structures					
13	1475 Non Dwelling Equipment	10,000.00				
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1498 Mod Used for Development					
19	1502 Contingency					
20	Amount of Annual Grant: (sum of lines 2 -19)	344,768.00				
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Compliance					
23	Amount of line 20 Related to Security	20,826.00				

24	Amount of line 20 Related to Energy Conservation Measures				
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Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Raton			Grant Type and Number Capital Fund Program #: NM02P008501 -02 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations & Tenant Services	1406		50,000.00				
HA-Wide	Audit	1411		3,000.00				
HA-Wide	Architect Engineer	1430		25,000.00				
	For Work as Follows	1460		256,768.00				
HA-Wide	R & R Faucet - Cartridges - 156 Units							
HA-Wide	Rekey & Repair Ext. Locks - 156 Units							
NM008-001-003	Replace Counter Tops & Vent Hoods NM008-001, Site B 31 Units NM008-001, Site C 9 Units NM008-003, Site W 43 Units							
HA-Wide	Purchase Snow Removal Equipment Lawn Equipment, and Tools	1475		10,000.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Raton		Grant Type and Number Capital Fund Program #: NM02P008501 -02 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Housing Authority of City of Raton		Grant Type and Number Capital Fund Program: NM02P008501 -03 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant: 2003	
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations	25,000.00			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit	3,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	25,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	156,768.00			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non Dwelling Structures	100,000.00			
13	1475 Non Dwelling Equipment	10,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve	25,000.00			
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 -19)	344,768.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				

Annual Statement/Performance and Evaluation Report				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary				
PHA Name: Housing Authority of City of Raton		Grant Type and Number Capital Fund Program: NM02P008501 -03 Capital Fund Program Replacement Housing Factor Grant No:		
		Federal FY of Grant: 2003		
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report		
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
24	Amount of line 20 Related to Energy Conservation Measures			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Raton			Grant Type and Number Capital Fund Program #: NM02P008501 -03 Capital Fund Program Replacement Housing Factor #:			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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations & Tenant Services	1406		25,000.00				
HA-Wide	Audit	1411		3,000.00				
HA-Wide	Architect Engineer	1430		25,000.00				
	For Work as Follows	1460		156,768.00				
HA-Wide	R&R Interior Door Locks -156 Units							
NM008-001-003	Replace Tub Enclosures NM008-001, Site A 110 Units NM008-001, Site B 31 Units NM008-001, Site C 9 Units NM008-003, Site R 2 Units NM008-003, Site W 47 Units							
	Build FSS Resident Council Office	1470		100,000.00				
HA-Wide	Purchase Snow Removal Equipment Lawn Equipment, and Tools	1475		10,000.00				
	Replacement Reserve	1490		25,000.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Raton		Grant Type and Number Capital Fund Program #: NM02P008501 -03 Capital Fund Program Replacement Housing Factor #:			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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Housing Authority of City of Raton			Grant Type and Number Capital Fund Program #: NM02P008501 -03 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NM008-001	12/31/2005			12/31/2006			
NM008-002	12/31/2005			12/31/2006			
NM008-003	12/31/2005			12/31/2006			

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

PHAName Housing Authority of City of Raton						<input checked="" type="checkbox"/> Original 5 - Year Plan <input type="checkbox"/> Revision No:
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHAFY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHAFY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHAFY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHAFY: 2007	
	Annual Statement					
NM008-001		49,000.00	10,800.00	53,200.00	74,200.00	
NM008-002		8,300.00	41,300.00	10,000.00	8,000.00	
NM008-003		18,200.00	23,252.00	39,000.00	2,800.00	
HA-Wide		118,000.00	106,800.00	80,000.00	85,000.00	
Total CFP Funds (Est.)		193,500.00	182,152.00	182,200.00	170,000.00	
Total Replacement Housing Factor Funds						

Required Attachment _ D_: Resident Member on the PHA Governing Board

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

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

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

- Elected
- Appointed

C. The term of appointment is (include the date term expires):

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

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

B. Date of next term expiration of governing board member: 02/2004

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): Mayor Bob Caldarelli of City of Raton

Required Attachment E: Membership of the Resident Advisory Board or Boards

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

Sharlie Adams
Phyllis Titus
Patricia Danielson
Debra Mares
Maxine Sanchez

Required Attachment F: Comments of Resident Advisory Board and Explanation of PHA responses:

The Residents who attended the Resident Advisory Board Meeting made the following comments:

The Residents said that they feel very safe and are very happy with their homes, they really like the new windows and interior light fixtures that were installed last summer. They feel that the PHA is doing a great job with following the goals of the one and five year plans.

As for additional needs, they had the following comments:

Heat Lamps in the bathrooms that give off more heat

New windows for family units

Gravel or concrete under group mailboxes

Explanation of PHA Response:

Re: New Heat Lamps, Program Coordinator Terry Baca is going to look into some different types and the cost of new Heat Lamps. Installation of new heat lamps would depend on future funding.

Re: New windows in family units - This would also depend on future funding

Re: Gravel or concrete under group mailboxes – Program Coordinator Terry Baca is going to check on the cost and work could possibly be done by maintenance personnel if funding is available.

Attachment G: Narrative Progress Report

Raton Housing Authority feels that the Annual Plan is a great tool for setting goals, and is working very hard to accomplish all goals. The PHA also works with residents of housing to encourage them to enter the FSS Program in order to help them become self-sufficient, and also helps residents by having an income exclusion policy to encourage work.

The PHA continues working to reduce vacancies, assist families and families with disabilities, reduce turnover and lease-up time.

The PHA continues to screen all new applicants for criminal or drug-related activities, past rental history, and housekeeping, to determine eligibility for admission to public housing.

Accomplished with Capital Funding:

- Interior Lighting for all units
- Exterior Lighting for all units
- Window Replacement for 42 Units
- Replacing Bath tub drains in 99 Units
- Metal trim on doors 70 Units
- Wind barriers 34 Units
- Replacing hot water heaters 85 Units
- New fencing
- Gutter installation on all units
- Installed sewer clean-outs 58 units
- Replaced 36 ranges and 44 refrigerators
- New computers purchased for the Housing Authority Office
- New Office addition
- Playground improvements
- Exterior Painting on all units

Attachment H: Plan of Action - Housing Law Enforcement Officers

Units to Place Officers and Rent to be charged:

NM008-003 - Site R Unit #108 - 108 Adams - 2 Bedroom - Rent \$137.50

Waiver Period - 7/1/2002 - 6/30/2005

NM008-003 - Site W Unit #115 - 2 10 Joe DiLisio - 4 Bedroom - Rent \$192.50

Waiver Period - 7/1/2002 - 6/30/2005

Utilities and Maintenance of the Unit:

The Housing Authority will provide utilities (lights, water and gas) for an amount not to exceed the HA's adopted utility allowances. Housing Authority Maintenance Personnel will provide maintenance of the Units.

The above provisions are included due to the difficulty of attracting Police Officers to reside in the Units. Housing two (2) Law Enforcement Officers at the two sites identified will not result in a significant reduction of units available for eligible families and will not result in a significant loss of income to the HA.

Existing Physical and Social Conditions of Development:

Physical: Existing Physical Conditions at both sites are good with on-going improvement constantly underway which are funded by the Capital Fund Program. Additional fencing has been installed to increase security for the Residents.

Social: Some social conditions have been noted at the Sites that the Law Enforcement Officers will be placed. In reviewing incident reports, the following is noted:

- 1) Domestic Violence
- 2) Security Issues
- 3) Un-supervised Children
- 4) Under-Age children involving alcohol consumption
- 5) Disturbance of Peace
- 6) Criminal Damage to property

Plan of Action to Address Identified Issues:

Visibility of Law Enforcement Officers alone will serve as a great deterrent to criminal activity and increase security. Officers will be readily available for immediate response to activity occurring in their respective area. Officers will be asked to train residents on ways to improve security in their home and create awareness of illegal drug use, sales, and telephone solicitation. Officers will issue citations for unlicensed vehicles and vehicles parked in illegal parking spaces. Officers will be asked to refer, when necessary to the following Agencies:

- 1) Children Youth and Family Department
- 2) Alternatives to Violence
- 3) Alcoholics Anonymous (Adults) and Service for Youth Organizations (SOY) for Youth

This Plan of Action is intended to be directed toward and for the benefit of the Residents of the Housing Authority. The Housing Authority would support efforts of the Officers to establish a Neighborhood Watch and encourage participation in the School DARE Programs.

Attachment I: Units Removed from Rent Roll for the purpose of Self-Sufficiency and Anti-Drug Programs

This is to certify that the following units removed from the Rent Roll continue to be used for the purpose approved:

NM008-003 – Unit #133, 128 Toller Drive removed from the Rent Roll and continue to be used for the purpose of economic self-sufficiency and anti-drug programs.

PURPOSE OF THE UNIT FOR WHICH IT WAS APPROVED:

(a) Space to be used for resident training facility, resident council activities, resident council meetings, including childcare

(b) The unit utilized by local law enforcement officials in training of police officers on anti-drug programs and the Resident Council utilizes the unit for Drug Free Programs and for office space.

NM008-001 – Unit #9, 317 North Fourth Street removed from the Rent Roll for the purpose to promote economic self-sufficiency.

PURPOSE OF THE UNIT FOR WHICH IT IS APPROVED:

(a) Space to be used for Meadow City Express Transportation Department whose primary purpose is to conduct transportation service in and around Raton for WTW, TANF and low income Residents. Residents will be transported to and from work, their children to child-care centers and eventually residents will be transported to educational institutions in this region.

Attachment J: Certification on Conversion of Public Housing to Tenant Based Assistance

This is to certify that an assessment has been conducted on each development's operations as public housing, and

consideration has been given to the implications of converting the public housing to tenant-based assistance; and

has determined that the cost, ability to occupy the development and workability of vouchers, in the community make the voluntary conversion **inappropriate because removal of the developments would not meet the necessary conditions for voluntary conversion.**

The following is documented on each of the three developments managed by the Raton Housing Authority:

NM008 001 – The conversion would be more expensive than continuing to operate the development as public housing. The main reason for this conclusion is that a part of this development is Elderly and part of this development is Family Housing.

NM008 002 – This development is 100% Elderly and it is our understanding that voluntary conversion does not apply to Elderly Housing.

NM008 003 – This is the largest development managed by the Raton Housing Authority and the conversion would be considerably much more expensive than continuing to operate the development as public housing. This development also is a mix of Family and Elderly Housing.

The conclusion is that voluntary conversion of Development NM008 -001-002-003 is **inappropriate.**