

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2003

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

PHA Plan Agency Identification

PHA Name: Niagara Falls Housing Authority

PHA Number: NY011

PHA Fiscal Year Beginning: (mm/yyyy) 04/01/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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 2000 - 2004
[24 CFR Part 903.5]

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

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

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

Other PHA Goals and Objectives: (list below)

Goal One: Manage the Niagara Falls Housing Authority's existing public Housing program in an efficient and effective manner thereby qualifying as a high performer or at least a standard performer.

Objectives:

1. HUD shall continue to recognize the Niagara Falls Housing Authority as a high performer by December 31, 2004.
2. The Niagara Falls Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list by December 31, 2004.
2. The Niagara Falls Housing Authority shall promote a work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

Goal Two: Provide a safe and secure environment in the Niagara Falls Housing Authority's public housing developments.

Objectives:

1. The Niagara Falls Housing Authority shall reduce crime in its developments so that the crime rate is much less than their surrounding neighborhood by December 31, 2004.
1. The Niagara Falls Housing Authority shall refine the memorandum of understanding between the jurisdiction's police force and this agency. The purpose of this is to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.
1. The Niagara Falls Housing Authority shall reduce its evictions due to violations of criminal laws by 50% by December 31, 2004, through aggressive screening procedures.

Goal Three: Enhance the marketability of Niagara Falls Housing Authority units.

Objectives:

The Niagara Falls Housing Authority shall achieve proper curb appeal for its developments by improving landscaping, keeping properties litter-free and removing any graffiti within 48 hours of its discovery.

Goal Four: Enhance the image of public housing in our community.

Objectives:

The Niagara Falls Housing Authority shall ensure that there are at least 10 positive stories a year in the local media about the Housing Authority or one of its residents.

Goal Five: Improve access of public housing residents to services that support economic opportunity and quality of life and improve economic opportunity (self-sufficiency) for the families and individuals who reside in public housing.

Objectives:

1. The Niagara Falls Housing Authority will implement new partnerships in order to enhance self-sufficiency services to our residents by December 31, 2004.

2. The Niagara Falls Housing Authority's community centers shall be more effectively utilized to provide resident services as measured by increasing their utilization by 50% of the time by December 31, 2004.
3. The Niagara Falls Housing Authority shall ensure that at least 5 supportive service opportunities are present for every public housing resident by December 31, 2004.
4. The Niagara Falls Housing Authority shall have effective, fully functioning resident organizations in every public housing development by December 31, 2004.
5. The Niagara Falls Housing Authority shall assist its resident organizations in strengthening their organizations.

**Annual PHA Plan
PHA Fiscal Year 2003**

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Niagara Falls Housing Authority was founded in 1942 to provide decent, safe and sanitary housing to low income people using funds from the U.S. Department of Housing and Urban Development and other assistance made available for such purposes.

Overall, the Niagara Falls Housing Authority's image can be characterized as to promote self-sufficiency and asset development of families and individuals, and to improve the community quality of life and economic stability. The Housing Authority further works to ensure equal opportunity in housing for all Americans.

Overview

Since its inception, the Authority has worked with citizens of the community to provide affordable, decent, safe and sanitary housing for low-income families.

The condition of the industry today is such that new rules, guidelines and directives have been issued which mandate changes in the operation of this housing authority. The housing authority is also faced with a decreasing availability of funding from HUD in the face of needing to provide more services for low-income Americans.

The Niagara Falls Housing Authority's Central Office is located at 744 Tenth Street, Niagara Falls, New York 14301.

The Niagara Falls Housing Authority has been operating under federal subsidy, rental income and grants to fund its programs. The availability of funding is essential for the

Niagara Falls Housing Authority to maintain its current level of operations and providing of services to its tenants and assisted families.

Now, the Niagara Falls Housing Authority is at a point where the housing authority must continue to provide all programs under more limited budget constraints and with more extensive regulations and laws.

Objectives

The Niagara Falls Housing Authority strives to increase the availability of decent, safe and sanitary housing in the region, to ensure equal opportunity in housing for all Americans, to promote self-sufficiency and asset development of families and individuals who are participants and residents, and to improve the community quality of life and economic stability. The Niagara Falls Housing Authority's goals and objectives are further described in the Admissions, Occupancy and Rental Policy that has been adopted by the Board of Commissioners.

Capital Requirements

According to the opportunities and requirements for the Niagara Falls Housing Authority described in this annual plan, and based on what we feel are sound business assumptions; our annual capital requirements are as listed in our budgets as submitted to HUD for funding.

To accomplish this goal we have developed a comprehensive plan to intensify and accelerate our marketing activities and improve our customer service operation. To implement our plans we will need adequate funding revenues, including the procuring of grants to aid in our efforts to comply with this plan.

Service Strategy

The Niagara Falls Housing Authority will provide the goals and objectives described herein, and will make annual plans for each specific year. The Niagara Falls Housing Authority shall continue to provide the most services possible considering the funds available.

Customer Profile

The Niagara Falls Housing Authority's primary market is low-income American citizens. The most typical customer for our assistance is someone who is in the lower income category and who needs assistance to provide affordable housing for their family. Due to newly enacted legislation in 1998, our client base has changed because of income targeting. In the public housing program, we are now required to accept 40% of new admissions with incomes at or below 30% of the area median. This will have a profound

affect on our ability to create mixed income developments, assist working families, and generate rental income for operations.

Affirmative Marketing Plan

Responses from citizens within the community, official from the municipality, county and state, and our customers, the tenants indicate that our housing has an excellent reputation, is fulfilling the basic needs of its clients and has a vision of the future that will enable it to continue to do so. We fully intend to continue this trend.

The Niagara Falls Housing Authority's marketing strategy is to enhance, promote and support the fact that our housing can be of benefit to lower income citizens to help them obtain self-sufficiency, improve their quality of life and achieve economic stability.

The Niagara Falls Housing Authority's affirmative marketing strategy incorporates plans to inform the public we wish to serve of our housing and services through several channels. Our distribution channels include newspaper, television, radio, bulletin boards and other media outlets. The determining factors in choosing these channels are the service to be provided, consideration for the most saturation for the least cost, and other criteria to be determined by the Niagara Falls Housing Authority.

Advertising and Promotion

The Niagara Falls Housing Authority's overall advertising and promotional objectives are to position it as a leader in the market of affordable rental housing.

We will develop an advertising campaign built around the increasing availability of decent, safe and affordable housing for American citizens, the desire of the Niagara Falls Housing Authority to ensure equal opportunity in housing for all citizens, and improving the quality of lives for residents and participants. In addition to standard advertising practices, we will gain considerable recognition through grants, public service announcements, press recognition, public comment and word of mouth.

Conclusion

The Niagara Falls Housing Authority enjoys an established track record of excellence with our residents and the community at large. Their expressions of satisfaction and encouragement are numerous, and we intend to continue our advances and growth in the marketplace with more unique and effective services. The only roadblock is the lack of funding. However, to combat that problem we will make every effort to make application for a HOPE VI grant, successfully receive funds for our Weed and Seed strategy, garner services from other public agencies within the municipality, county and state, and where possible coven from other public agencies within the municipality, county and state, and where possible co-venture with other housing authorities and/or public entities.

The Niagara Falls Housing Authority will work toward increasing the availability of decent, safe and affordable housing, to do all possible to ensure equal opportunity in housing for all Americans, to promote self-sufficiency and asset development of families and individuals who are residents and/or participants, and to improve the quality of life and economic stability of residents and participants.

The Niagara Falls Housing Authority has prepared this agency plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The statements, policies, etc. set forth in the Annual Plan leads to the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach toward our goals and objectives and are consistent with the Consolidated Plan. A few highlights of our Annual Plan follows:

- Our local preferences are:
 - Income Ranges
 - Deconcentration
 - Involuntarily Displaced
 - Victims of Domestic Violence
 - Rent Burdened
 - Substandard Housing
 - Homelessness
 - Working Families (households that contribute to meeting income goals - broad range of incomes)
 - Income Targeting (households that contribute to meeting income requirements)
 - Those enrolled currently in educational training or upward Mobility programs
 - The Elderly/Handicapped/Disabled over other singles
- We have an aggressive screening policy to ensure to the best of our ability, that new admissions will be good neighbors.
- We will implement a tenacious deconcentration policy.
- We have a minimum rent of \$25.00
- We have established a flat rent for all of our developments.
- We will encourage work and advancement in the workplace by offering rent incentives to residents.

In summary, we are on course, pressing toward the mark of excellence in housing for the Niagara Falls Housing Authority community.

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 (ny011b01)
- FY 2003 Capital Fund Program Annual Statement (ny011d01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
P & E reports (ny011i01, ny011j01, ny011k01)

Optional Attachments:

- PHA Management Organizational Chart (ny011c01)
- FY 2003 Capital Fund Program 5 Year Action Plan (ny011e01)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (ny011f01)
- Other (List below, providing each attachment name)
 - Statement of Progress - ny011a01
 - Resident Member of the Governing Board - ny011i01
 - Pet Policy – ny011g01
 - Safety Plan Initiative – ny011h01

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
	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	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	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	
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	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
	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	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 the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program	Annual Plan:

Table Library

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
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 (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Initial Assessment and Certification Regarding Voluntary Conversion	Voluntary Conversion

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	4427	5	3	4	3	3	3
Income >30% but <=50% of AMI	2603	4	2	4	3	3	4
Income >50% but <80% of AMI	2521	3	2	3	3	3	3
Elderly	2856	3	1	2	2	3	5

Housing Needs of Families in the Jurisdiction By Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity 1/2	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity 2/2	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity 3/3	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: 2001-2002
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List	
Waiting list type: (select one)	
<input type="checkbox"/>	Section 8 tenant-based assistance
<input checked="" type="checkbox"/>	Public Housing
<input type="checkbox"/>	Combined Section 8 and Public Housing
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:

Housing Needs of Families on the Waiting List			
	# of families	% of total families	Annual Turnover
Waiting list total	135		18.61%
Extremely low income <=30% AMI	125	92.59	
Very low income (>30% but <=50% AMI)	2	1.48	
Low income (>50% but <80% AMI)	8	5.93	
Families with children	77	57.04	
Elderly families	56	41.48	
Families with Disabilities	2	.15	
Race/ethnicity	3	2.22	
Race/ethnicity	32	23.70	
Race/ethnicity	99	73.33	
Race/ethnicity	1	.75	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	59	43.71	8.36
2 BR	57	42.22	8.25
3 BR	16	11.85	1.18
4 BR	3	2.22	1.18
5 BR	0	0	0
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

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)
Institute measures for portion of income deemed not countable for rental purposes.

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)
Seek measures to provide aging in place thereby retaining tenants.

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)
Affirmatively market to private housing dwellers - the availability of assistive units.

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)
Affirmatively market to races who cannot afford market value dwellings.

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)
Fierce competition from other housing providers; an abundance of available housing in the jurisdiction; a declining population.

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	3,300,154	
b) Public Housing Capital Fund	1,839,289	
c) HOPE VI Revitalization	-	
d) HOPE VI Demolition	-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	-	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-	
g) Resident Opportunity and Self-Sufficiency Grants	-225,581 -249,945	
h) Community Development Block Grant	-	
i) HOME	-	
Other Federal Grants (list below)		
Service Coordinator	81,192	
2. Prior Year Federal Grants (unobligated funds only) (list below)	2,846,857	Public Housing Operations
3. Public Housing Dwelling Rental Income	2,027,718	Public Housing Operations
4. Other income (list below)		
Laundry	10,000	Public Housing Operations
Sales/Services	18,000	Public Housing Operations
Late Charges	5,000	Public Housing Operations
4. Non-federal sources (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	10,603,736.00	

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)
Near top of waiting list.
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
Credit check, personal interview and alien registration.

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)
Via web site, mail, and community organizations.

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)
Problems with location and participants afraid of heights, change in family composition.
- 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.

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families 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)
Quarterly newsletter, Statement of Policy that is available at each site office and the administrative office.

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 (attachment NY011b01)

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:
Harry S. Jordan Gardens, Packard Court, Center Court
- 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:
Harry S. Jordan Gardens, Packard Court, Center Court and Henry E. Wrobel Towers.

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:
Harry S. Jordan Gardens, Packard Court, Center Court and Henry E. Wrobel Towers.

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)

(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:

(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.

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs

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

4. Among applicants on the waiting list with 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:

The PHA will reduce the rent to a hardship rent in cases of non-fraudulent income loss.

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:

Higher income tenants may elect to pay a "flat rent" rather than 30%.

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:

Tenants may elect to pay a "flat rent" in lieu of income based rents.

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)
When there is a change in family composition or loss/decrease of income.

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.(Attachment ny011c01)
- 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 4/1/02	Expected Turnover
Public Housing	1282	10%
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	400	
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)
Maintenance Manual, Statement of Policy on Admissions and Continued Occupancy.
- (2) Section 8 Management: (list below)

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 (ny011d01)

-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 (ny011e01)

-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

Table Library

- 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:
Packard Court
Center Court

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

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:
1b. Development (project) number:

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name:

1b. Development (project) number:
2. What is the status of the required assessment? <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

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h)

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Entrepreneurship Program	25	Open to all	Family Resource Bldg.	Both
Sweet Ladies of the Community	17	Open to all	Family Resource Bldg.	Both
Youth leadership	20	Open to all	Family Resource Bldg.	Both
OWN Workshops Health Education Series	18	Open to all	Family Resource Bldg.	Both
Employment Workshops	30	Open to all	Family Resource Bldg.	Both
Computer Training	12	Open to all	Family Resource Bldg.	Both

Table Library

Nutrition & Health Skills Classes	34	Open to all	Family Resource Bldg.	Both
1. NYS Child Care Certification	7	Open to all	Family Resource Bldg.	Both
2. Home & Family Management	63	Open to all	Family Resource Bldg.	Both
WNY Minority Asthma Coalition Workshops	75	Open to all	Family Resource Bldg.	Both
Green Thumb (Sr. Companion)	8	Open to all	Family Resource Bldg.	Both
“Livin’ Large”	225	Open to all	Family Resource Bldg.	Both
“Kids Café ”	190	Open to all	Family Resource Bldg.	Both
Open Gym	100	Open to all	Family Resource Bldg.	Both
Talent Show Showcase I	250	Open to all	Family Resource Bldg.	Both
Summer Enrichment Program	185	Open to all	Family Resource Bldg.	Both
Talent Show Showcase II	300	Open to all	Family Resource Bldg.	Both
“Biddy Basketball”	85	Open to all	Family Resource Bldg.	Both
“Let’s Talk” Program	25	Open to all	Family Resource Bldg.	Both
Miss Rainbow Niagara Pageant Workshops	20	Open to all	Family Resource Bldg.	Both
LINKS, Inc.	19	Open to all	Family Resource Bldg.	Both
Thanksgiving Feast	225	Open to all	Family Resource Bldg.	Both
Niagara University Field Trips	45	Open to all	Family Resource Bldg.	Both
City Wide Black History Program (NF High School)	45	Open to all	Family Resource Bldg.	Both
HA Staff Seminars	80	Open to all	Family Resource Bldg.	Both
Male Summit	225	Open to all	Family Resource Bldg.	Both
Art Enrichment Workshops	45	Open to all	Family Resource Bldg.	Both
Art Enrichment Showcase	75	Open to all	Family Resource Bldg.	Both
Black History and Soul Food Dinner w/ Karima Amin	150	Open to all	Family Resource Bldg.	Both
Boy Scouts of America	23	Open to all	Family Resource Bldg.	Both
Adult Education Courses (GED)	12	Open to all	Family Resource Bldg.	Both
B.A.R.T. Program (Spring) Becoming a Responsible Teen	17	Open to all	Family Resource Bldg.	Both
Fire Prevention Week Program	65	Open to all	Family Resource Bldg.	Both
Fire Prevention Presentation	135	Open to all	Family Resource Bldg.	Both
Organ Donor Presentation	20	Open to all	Family Resource Bldg.	Both
Open Division Basketball League	55	Open to all	Family Resource Bldg.	Both
35 and Older Basketball League	45	Open to all	Family Resource Bldg.	Both
Male Summit Gospel Fest	75	Open to all	Family Resource Bldg.	Both
HIV/AIDS Workshop International Day of Service	30	Open to all	Family Resource Bldg.	Both
Winterfest Celebration	150	Open to all	Family Resource Bldg.	Both
FRB Anniversary Celebration	65	Open to all	Family Resource Bldg.	Both
Easter Celebration	85	Open to all	Family Resource Bldg.	Both
Tree Lighting Ceremony	176	Open to all	Family Resource Bldg.	Both
Niagara Falls LINKS, Inc. Youth Summit	50	Open to all	Family Resource Bldg.	Both
Summer Enrichment HA Employee Job Training	19	Open to all	Family Resource Bldg.	Both
Summer Enrichment Employee First Aid Training	40	Open to all	Family Resource Bldg.	Both
Job Faire in collaboration with Niagara County	2000+	Open to all	Family Resource Bldg.	Both
Minority Job Faire	200	Open to all	Family Resource Bldg.	Both

Table Library

NFHA Press Conference	75	Open to all	Family Resource Bldg.	Both
Abstinence Education Program	30	Open to all	Family Resource Bldg.	Both
Mount St. Mary's Health Center's Fall Fun Festival	45	Open to all	Family Resource Bldg.	Both
Mount St. Mary's Health Center's Summer Fun Festival	185	Open to all	Family Resource Bldg.	Both
African Dance & Drum Classes	45	Open to all	Family Resource Bldg.	Both
Annual Kwanzaa Celebration	78	Open to all	Family Resource Bldg.	Both
Youth Development Program	30	Open to all	Family Resource Bldg.	Both
Summer Enrichment Program	50	Open to all	Packard Court Center	Both
"I Can Read" Program	30	Open to all	Packard Court Center	Both
Prevention Connection	25	Open to all	Packard Court Center	Both
Kickboxing/Self Defense	15	Open to all	Packard Court Center	Both
Karate	12	Open to all	Packard Court Center	Both
Open Recreation for Children	40	Open to all	Packard Court Center	Both
Open Recreation for Youth	50	Open to all	Packard Court Center	Both
Boy Scout Program		Open to all	Packard Court Center	Both
Cub Scout Program		Open to all	Packard Court Center	Both
Universal Pre-K	19	Open to all	Packard Court Center	Both
Even Start Program	12	Open to all	Packard Court Center	Both
Native American Center	40	Open to all	Packard Court Center	Both
PCCC Anniversary Celebration	100	Open to all	Packard Court Center	Both
Packard Court Site Celebration	100	Open to all	Packard Court Center	Both

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies

- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports

- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

Harry S. Jordan Gardens
Center Court
Packard Court

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

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

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

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

Harry S. Jordan Gardens
Anthony Spallino Towers
Henry E. Wrobel Towers
Center Court
Packard Court

C. Coordination between PHA and the police

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

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

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

Harry S. Jordan Gardens
Center Court
Packard Court

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2002 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)] See attachment ny011k01

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.

The Niagara Falls Housing Authority does hereby agree and certify that it will carry out this Agency Plan (both our Five-Year Plan and our Annual Plan) in compliance with all applicable civil rights requirements and will affirmatively further fair housing. In particular, we will comply with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990. This is in continuation of our long-standing anti-discrimination tradition.

*-Stephanie W. Cowart, Executive Director
September 27, 2002*

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (ny011f01)
 - 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: Niagara Falls
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

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

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

D. Other Information Required by HUD

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

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Niagara Falls Housing Authority that fundamentally change the mission, goals, objectives or plans of the agency and which require formal approval of the Board of Commissioners.

Niagara Falls Housing Authority ~ Statement of Progress

- Goal One:** Manage the Niagara Falls Housing Authority's existing public housing program in an efficient and effective manner thereby qualifying as a high performer or at least a standard performer.
- Status:** The Niagara Falls Housing Authority is designated a standard performer by our recent PHAS score. We continue to address training needs of our staff as necessary.
- Goal Two:** Provide a safe and secure environment in the Niagara Falls Housing Authority's public housing communities.
- Status:** The Housing Authority meets with the Niagara Falls Police Department on a monthly basis and with residents to proactively address safety concerns in our communities. We are also the lead agency in Operation Weed and Seed, a U.S. Department of Justice community-based initiative which is an innovative and comprehensive multi-agency approach to law enforcement, crime prevention and community revitalization.
- Goal Three:** Enhance the marketability of Niagara Falls Housing Authority units.
- Status:** The Housing Authority adheres to the letter of our objectives for this goal. We also plan to apply for HOPE VI funding in the future to address major issues within our communities.
- Goal Four:** Enhance the image of public housing in our community.
- Status:** The Housing Authority submits news releases regarding our many positive initiatives which are printed or available on local access stations.
- Goal Five:** Improve access of public housing residents to services that support economic opportunity and quality of life and improve economic opportunity (self-sufficiency) for the families and individuals who reside in public housing.
- Status:** The Niagara Falls Housing Authority provides training opportunities for residents and their leadership. The Family Resource Building's utilization rate has increased and the Packard Court Community Center is open and fully operational. Our Resident Opportunities Self Sufficiency (ROSS) Grant will greatly assist in meeting this goal.

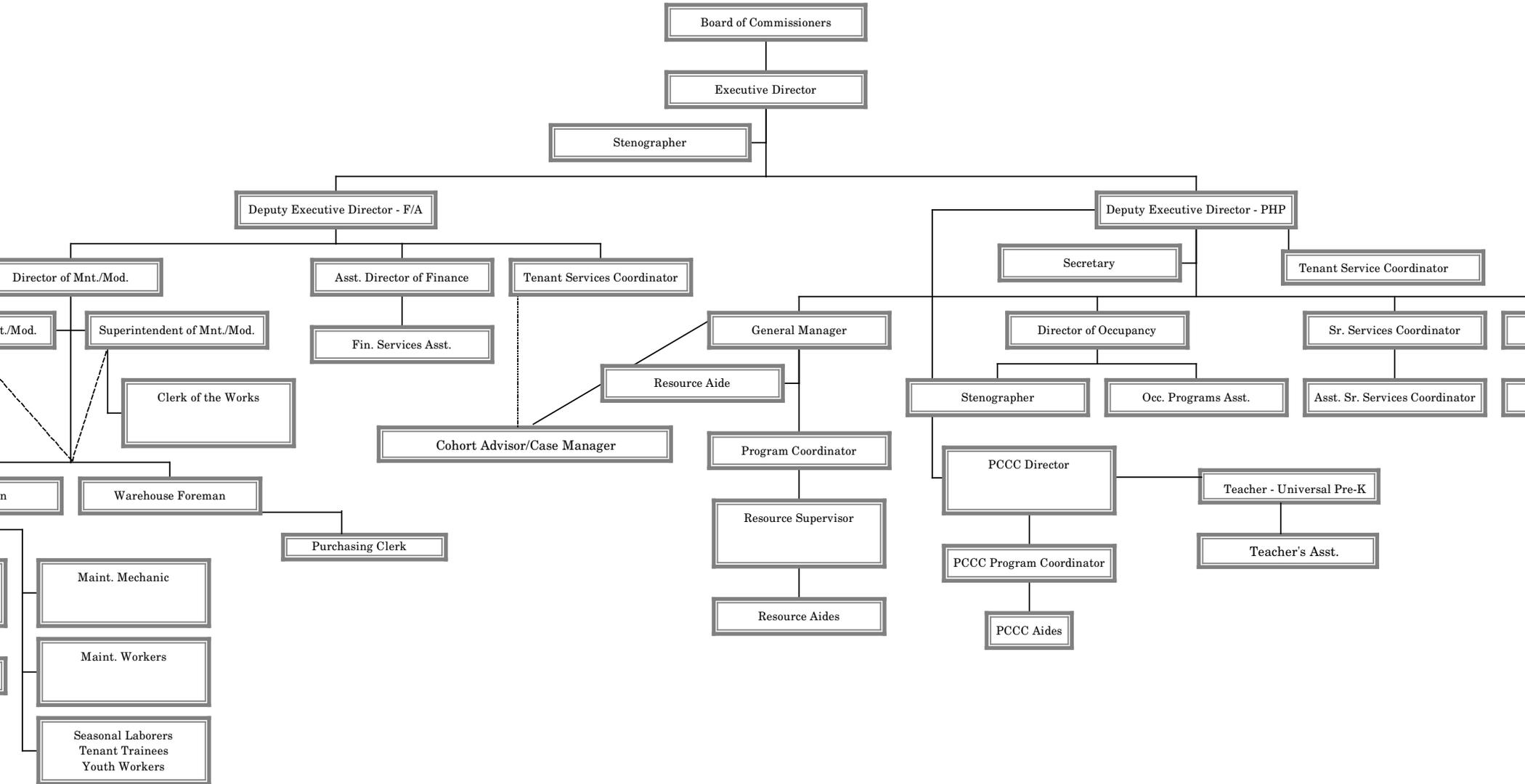
Component 3, (6) Deconcentration and Income Mixing

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

Deconcentration Policy for Covered Developments

Development Name:	Number of Units	Explanation (if any)	Deconcentration Policy

Niagara Falls Housing Authority Organizational Chart



**Capital Fund Program Annual Statement
Parts I, II, and III**

**Annual Statement
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number NY06P011501 03 FFY of Grant Approval: (09/2003)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	-0-
2	1406 Operations	175,563.00
3	1408 Management Improvements	120,000.00
4	1410 Administration	175,563.00
5	1411 Audit	-0-
6	1415 Liquidated Damages	-0-
7	1430 Fees and Costs	115,000.00
8	1440 Site Acquisition	-0-
9	1450 Site Improvement	-0-
10	1460 Dwelling Structures	1,142,700.00
11	1465.1 Dwelling Equipment-Nonexpendable	-0-
12	1470 Nondwelling Structures	-0-
13	1475 Nondwelling Equipment	-0-
14	1485 Demolition	-0-
15	1490 Replacement Reserve	-0-
16	1492 Moving to Work Demonstration	-0-
17	1495.1 Relocation Costs	-0-
18	1498 Mod Used for Development	-0-
19	1502 Contingency	26,804.00
20	Amount of Annual Grant (Sum of lines 2-19)	1,755,630.00
21	Amount of line 20 Related to LBP Activities	-0-
22	Amount of line 20 Related to Section 504 Compliance	-0-
23	Amount of line 20 Related to Security	-0-
24	Amount of line 20 Related to Energy Conservation Measures	-0-

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA-Wide	Balance Modernization/Maintenance Salary Shortage.	1406	85,000.00
HA-Wide	Computer system operating costs	1406	17,500.00
HA-Wide	Drug Elimination Program Activities	1406	73,063.00
HA-Wide	Improve Resident Skills & Abilities through Empowerment & Economic Development – Continue tenant training and self-sufficiency initiatives through small business training, leadership development.	1408	95,000.00
HA-Wide	Staff Training & Education Program – Increasing skills (e.g. communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance.	1408	10,000.00
HA-Wide	Improve Employee Morale & Relations – Provide workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.	1408	5,000.00
HA-Wide	Improve Resident & Community Relations - Training will include understanding who our customers are and the purpose/mission of the Housing Authority.	1408	5,000.00
HA-Wide	Address Marketability of Housing Authority Developments – Develop and implement marketing strategies. Develop a Master Plan for the Authority.	1408	5,000.00

HA-Wide	Modernization Related Salaries & Benefits	1410	175,563.00
HA-Wide	Hire A/E for FY 2003 work items	1430	115,000.00
NFHA 11-7A, 7B Packard & Center Courts	Bathroom renovations	1460	1,142,700.00
HA-Wide	Contingency	1502	26,804.00

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
HA-Wide Management Improvements	5/31/05	5/31/07
NY06P01107A Packard Court	5/31/05	5/31/07
NY06P01107B Center Court	5/31/05	5/31/07

Table Library

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
-	PHA-Wide Management Improvements	-	-
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Improve resident skills and abilities through empowerment and economic development - continue tenant training and self-sufficiency initiatives through small business training, leadership development.		95,000	2004
		95,000	2005
		95,000	2006
		95,000	2007
Staff training and education program - increase skills (e.g. communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance.		10,000	2004
		10,000	2005
		10,000	2006
		10,000	2007
Improve employee morale and relations - provide workshops that encourage harmony, teamwork and respect for diversity as well as employee recognition program.		5,000	2004
		5,000	2005
		5,000	2006
		5,000	2007
Improve resident and community relations - communicating the purpose/mission of the Housing Authority.		5,000	2004
		5,000	2005
		5,000	2006
		5,000	2007
Address marketability of Housing Authority developments - implement		5,000	2004

marketing strategies. Develop a master plan for the Niagara Falls Housing Authority.	5,000 5,000 5,000	2005 2006 2007
Total estimated cost over next 5 years	480,000	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
-	PHA-Wide	-	-	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Land development of LaSalle			1,150,000.00	2005
Total estimated cost over next 5 years			1,150,000.00	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
NY06P011002	Harry S. Jordan Gardens	1 as of 10/07/02	1%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Upgrade valves to service domestic hot water piping			29,800	2006
Repair and paint exterior cedar siding			178,369	2008
Total estimated cost over next 5 years			208,169.00	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
NY06P01105	Henry E. Wrobel Towers	36 as of 10/07/02	15%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace omega sprinkler heads		56,000	2005
Replace thermostats		37,500	2006
Insulate roof		175,000	2007
Total estimated cost over next 5 years		268,000.00	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
NY06P011007	Packard and Center Courts	5 as of 10/09/02	2%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace windows on Administration Building			7,400	2004
Door replacement – storm, front & rear entrance			975,000	2006
Best lock conversion			85,000	2006
Façade replacement			975,000	2006
Window replacement			1,100,900	2007
Total estimated cost over next 5 years			3,143,300.00	

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Harry S. Jordan Gardens NY06P011 -2 Easton Dr. and Highland Ave. Niagara Falls, NY 14305	100 units Family	Repair and paint exterior cedar siding Upgrade valves to service domestic hot water Piping	N/A	N/A	N/A	N/A	N/A	N/A

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Henry E. Wrobel Towers NY06P011-5 800 Niagara Avenue Niagara Falls, NY 14305	250 units Elderly	Replace thermostats Replace omega sprinkler heads Insulate roof	N/A	N/A	N/A	N/A	N/A	N/A

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Packard Court NY06P011-7A 4700 Pine Avenue Niagara Falls, NY 14301	166 units Family	Window replacement Replace windows on Admin. Bldg. Door replacement – storm, front & rear Best lock conversion Façade replacement	N/A	N/A	N/A	N/A	N/A	N/A

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Center Court NY06P011 -7B 1700 Center Avenue Niagara Falls, NY 14305	134 units Family	Window replacement Replace windows on Admin. Bldg. Door replacement – storm, front & rear Best lock conversion Façade replacement	N/A	N/A	N/A	N/A	N/A	N/A

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Scattered Sites NY06P011-8 729 Townsend Place Niagara Falls, NY 14301 1350 Cleveland Avenue Niagara Falls, NY 14305 2168 North Ave. Niagara Falls, NY 14305	3 units Family	N/A	N/A	N/A	N/A	N/A	Yes - 5(H) Homeownership Program in accordance with the U.S. Housing Act of 1937	N/A

Table Library

Table Library

Table Library

Minutes from Comprehensive Agency Plan Meeting held on Monday, September 30, 2002 at 10:15 a.m. at the Niagara Falls Housing Authority, Administrative Offices, 744 Tenth Street, Niagara Falls, New York 14301.

In Attendance: Stephanie W. Cowart, Patricia L. Barone, LaRae M. Roundtree, W. Lee Whitaker, Annie Fields-Chapman, Nancy Haley, Maria Vitello, Lori Zimpfer, Annie Porter and Effie Sconiers..

Ms. Cowart opened the meeting and welcomed everyone in attendance. Ms. Cowart gave a brief overview of the Comprehensive Agency Plan and asked everyone to state what their expectations are.

Mrs. Whitaker stated she would like more residents to be in attendance for these meetings

Ms. Chapman commented that she would like to see more adult participation in programs. She would like to see a committee formed to inform residents of the day to day work being done to improve their sites.

Mrs. Barone stated she would like to learn the priorities of the residents.

Mrs. Roundtree commented that any suggestions given by the residents be taken seriously.

Ms. Zimpfer stated she will be working with the residents for their input on their needs for the 5 year plan.

Mrs. Haley commented that the needs assessment is very important and looks forward to the input from maintenance staff and residents. The assessment is continuously updated with work items.

Ms. Cowart stated that she would like the resident representatives to take the information back, discuss it, and get it back to the appropriate people and that the job of the Resident Advisory Board is to make recommendations for the Housing Authority's Annual Plan and yes, we absolutely take residents input very seriously.

I. Mission Statement Goals and Objectives:

Ms. Cowart handed out the Housing Authority's Five-Year Plan and gave everyone ample time to thoroughly read the information presented. She reported that Goal One has been modified to state that the Authority will qualify as a high performer by December 31, 2004.

Mrs. Roundtree commented on Goal Three – Marketability. She suggested an increase in the budget for landscaping especially for Packard and Center Courts. Mrs. Sconiers stated that Wrobel Towers could use shrubs in the circle in front of Wrobel.

Mrs. Whitaker commented on Goal Four – Enhancement. She encourages the “community” concept versus “project” concept. Using the terminology of “community” gives the enhancement of public housing a picturesque image.

Ms. Cowart asked if anyone had any questions, comments or concerns. No questions, comments or concerns were noted.

II. Capital Improvement Budget:

Ms. Zimpfer reported that in 2004 future renovations for Packard and Center Courts will be complete. She noted that while landscaping does need to be done, the focus will be on meeting the basic needs of the sites.

Ms. Cowart asked if anyone had any questions, comments or concerns. No questions, comments or concerns were noted.

III. Resident Participation Activities Subsidy:

Ms. Cowart stated last year, Tenant Association Presidents signed a Memorandum of Understanding wherein specific roles and responsibilities were undertaken between the Authority and Tenant Associations. Ms. Cowart stated that the MOU is still in effect but would be renewed.

IV. Statement of Policy (Eligibility, Selection and Admissions Policy)

Mrs. Whitaker reported that she emphasis to all residents the mandated guidelines the Authority must adhere to from HUD regarding the placement of residents. Emphasis is placed on the community service requirement, the disabled and those that require special needs.

Ms. Cowart asked if anyone had any additional questions, comments or concerns. No questions, comments or concerns were noted.

V. Self Sufficiency Programs:

Ms. Chapman reported that many of the programs at the Family Resource Building are through partnerships with community agencies. Currently, plans are in development to open a Child Learning Center at the Resource which will be operated by Mt. St. Mary's. Residents that have recently completed the day care training and certification will have the first opportunity to be employed at the Center.

Mrs. Cowart asked if anyone had any questions, comments or concerns. No questions, comments or concerns were noted.

VI. Safety and Crime Prevention

Mrs. Roundtree stated that guards are placed at Spallino and Wrobel Towers. Police officers patrol Center Court, Packard Court and Jordan Gardens and reports are received from the rotating officers. Mrs. Roundtree gave an overview of the Weed and Seed strategy that the Housing Authority along with numerous partners is applying for through the Department of Justice.

VII. Other

Mrs. Barone spoke about ROSS funding and the importance of resident participation in this grant program.

Ms. Chapman stated she wants to work on the balance of family/work, time constraints, etc. to motivate more adult participation in programs that are offered.

Ms. Cowart stated that in compliance with the Quality Housing and Work Responsibility Act of 1998, the Housing Authority's Agency Plan will be available for review from October 4, 2002 – November 15, 2002 at the Authority's Administrative Offices, located at 744 Tenth Street. In addition, a public hearing will be held on Tuesday, November 26, 2002 at the Niagara Falls Housing Authority, Family Resource Building, 3001 Ninth Street, at 5:00 p.m.

Mrs. Cowart asked if anyone had any questions, comments or concerns. No questions, comments or concerns were noted.

Resident Advisory Board Members:

Annie Porter
Ann Cox
Louise Channing
Effie Sconiers

Other resident meetings were held on October 22 at Center Court and Jordan Gardens, October 24 at Wrobel Towers, October 29 at Packard Court and November 1 at Spallino Towers. These meetings addressed the Needs Assessment/Capital Fund and other portions of the Annual Plan.

SECTION XVII

NIAGARA FALLS HOUSING AUTHORITY

PET POLICY AND LEASE

EFFECTIVE 04/01/01

Purpose

The purpose of the Niagara Falls Housing Authority Pet Policy is to insure that those residents who desire pets are responsible pet owners, and that those residents who do not desire pets are not inconvenienced by pets on the premises. It also is intended to assure that pets on premises are properly cared for. Further goals of this policy are to assure a decent, safe, and sanitary living environment for existing and prospective tenants, and to protect and preserve the physical condition of the premises and the financial interest of the Niagara Falls Housing Authority ("NFHA") in the premises.

Definition- Niagara Falls housing Authority will hereafter be referred to as 'Management' or 'NFHA'.

17.1 Ownership

- A. OWNING A PET WITHIN THE NIAGARA FALLS HOUSING AUTHORITY'S PROPERTIES IS A PRIVILEGE THAT MUST NOT BE ABUSED.

- B. Where ownership of the pet may be by a person who is *other than* the head of household, it shall be the responsibility of the head of household to inform and enforce all rules and take responsibility for the acts or failure to act by the actual owner.

17.2 Incorporation into lease

This Pet Policy is incorporated by reference into the Lease Agreement of each tenant of the NFHA. This Pet Policy shall be publicly posted in a conspicuous manner in all NFHA offices and shall be made available to any tenant.

17.3 General Policy

All pets permitted within the NFHA will be with the approval of the management. Permission to maintain a pet will not be unreasonably withheld if all terms of this Pet Policy are met and the presence of the pet on the premises does not frustrate the purpose, requirements and goals of this Pet Policy as set forth.

17.4 Pet Registration and Annual Registration Fee

- A. Tenants desiring pets must fill out an *Application/Permit Registration* form and sign this *Pet Policy* before any pet is introduced into the apartment. If the tenant refuses to sign, no pet will be permitted.

Where pets are brought in without prior Housing Authority approval, a Thirty-Day Notice for entire household to quit premises will be issued.

- B. A \$25.00 registration fee for dogs and cats is required initially and annually at time of reexamination (except in senior citizen housing; per 24CFR 5.3). All shots must be kept up to date each year and proof submitted at tenant's annual reexamination.
- C. Residents may be denied pet registration approval if management determines that the tenant was/is unable to fulfill their past or future obligations as a pet owner or are unable to adhere to the terms of the lease or pet rules.

17.5 Types, Number, and Size of Pet - (For purposes of this section, guide dogs/service animals are not considered pets.)

**NO DOGS ARE ALLOWED AT PACKARD COURT,
CENTER COURT, AND JORDAN GARDENS.**

- A. *Pets permitted per household* include:

one dog, not to exceed 20 lbs when fully grown (approx 12-18 months old); OR
one domestic cat not to exceed 20 lbs.; OR
one tank of fish (maximum tank size - twenty gallons); OR
two caged birds (parakeets, lovebirds, or canaries only); OR
one small caged domestic animal (i.e. Guinea pig or hamster or gerbil)

- B. *Pets prohibited* include:

rabbits	lizards	snakes
iguanas	salamanders	ferret
mice/rats	chameleon	crocodiles/alligators
circus animals	monkeys	

fish such as Oscars, Piranha which are known to be dangerous
dogs including, but not limited to: Pit Bulls, Dobermans,
Rottweilers, or mixed breeds which contain the these breeds.

- C. *Exceptions*

Any exceptions are subject to the judgment and written approval of the NFHA.

17.6 Grand Fathered Pets

- A. Existing approved pets may be *grand fathered* with written approval of the NFHA. All *grand fathered* pets are subject to all other requirements of the Pet Policy, including the annual registration fee, with the exception that existing security deposits will not be required to be increased to \$200.00.
- B. When replacing a previously approved pet (due to death or other reason) with another, the amount of security deposit paid for the new pet must equal to the amount currently in effect for new pets.

17.7 Licensing of Pets

The City of Niagara Falls requires that all owners of dogs must legally license their pet annually. A copy of the license/license renewal must be submitted to the Housing Authority prior to occupancy by the pet and annually thereafter.

17.8 Security Deposit

A security deposit of \$200 for a cat or dog and \$50 for all other allowed pet types (see "Types of Pets Allowed") is required before entrance of a pet. This is an obligation in addition to any other financial obligations generally imposed on tenants by terms of their leases. The NFHA will use the pet deposit only to pay reasonable expenses directly attributable to the presence of the pet in the project, including (but not limited to) the cost of repairs and replacement to, and fumigation of the tenant's apartment or other units or areas directly or indirectly associated with the pet. The NFHA will refund any unused portion of the pet deposit to the tenant within 30 days after the tenant moves from the apartment. The pet deposit is not part of the rent payable by the tenant.

17.9 Grooming/Exercise for Dogs and Cats

- A. All dogs and cats must be brushed regularly, for hygienic purposes.
- B. Toe nails - cats should have a scratching post (or similar) and have toe nails clipped. Dogs must also have nails clipped, as necessary, so as not to damage flooring.
- C. Exercise and waste elimination - **pet exercise and waste elimination may only take place off NFHA property.** When pet elimination accidentally takes place on NFHA property, a *pooper scooper* must be utilized immediately for clean up. A second violation of this rule may result in the immediate removal of the pet from the premises and the loss of future privilege of pet ownership for said tenant.

17.10 Damages

A. Current Damages

All violations and “immediate” damages, repairs, or clean up on the NFHA grounds or premises by the NFHA staff which are caused as a result of pet ownership will be charged promptly to the owner’s account. Charges will be based on the current hourly rates and material costs. A ‘pooper scooper’ charge of not less than **\$10.00*** will be assessed automatically for droppings which are removed by NFHA staff from the outside grounds. A charge of not less than **\$25.00*** will be assessed for interior cleaning. A warning letter will accompany the charge. A *Thirty-Day Notice To Quit Premises* may accompany the second offense.

*(Charges will escalate based on amount of clean up required. In addition, tenant may be assessed the cost of extermination where infestations (fleas) resulted from pet ownership.)

B. Vacate Damages

Head of Household is responsible for paying the cost of repairing any damages done to any property owned by the NFHA which has been caused by a pet while in residence (either legally or illegally), whether the damages are within the apartment or outside on the grounds, including any part of the building itself. This includes furniture and shrubbery, tile, walls, windows, rugs, etc. The NFHA will assess reasonable costs for damages and tenant is responsible for making payment in full, including any amount in excess of the security deposit.

17.11 Visiting Pets

GUESTS MAY NOT BRING THEIR PETS ONTO NFHA PROPERTY AT ANY TIME. No visiting pets are allowed for any duration, under any circumstances. It is the responsibility of the tenant to inform and enforce this rule with visitors.

17.12 Neutering/spaying

Neutering/spaying of dogs and cats at the appropriate veterinarian recommended age is MANDATORY. If the tenant refuses to have a pet properly neutered/spayed in a timely manner, the pet may be removed from the premises pursuant to any means or procedure referred to in this section of this policy on "Pet Removal".

17.13 Pet Offspring

A. **No pet, already pregnant, may be introduced into any unit. Veterinarian certification is required.**

- B. No pet offsprings will be allowed.

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- C. Tenants are advised that pets that become pregnant while residing in NFHA properties are often pets that have been allowed to roam, escaping the attention of their owner. Such pets and free-roaming pets may be removed from the premises pursuant to any means or procedure referred to in the section of this policy on "Pet Removal". Since the NFHA requires neutering/spaying, such cases will be looked upon with extreme disfavor.

17.14 Medical Care

- A. Before any pet is allowed in the apartment, and annually thereafter, a certificate or letter from the veterinarian must be submitted which states that the pet has been examined, is in good health, and is current with all medical shots as recommended by a veterinarian or as required by State or local law ordinance or regulation (based on age of pet).
- B. Puppies and/or kittens may be admitted with preliminary shots only, as long as the tenant provides proof within three (3) to six (6) months that the necessary succeeding shots have been administered by a veterinarian.

17.15 Pet Behavior

- A. If, in the opinion of management and after two (2) warnings to the owner, a pet continues to be disruptive, noisy(barking) and/ or a nuisance to neighbors, or the community at large, the pet shall be removed by any means or procedure referred to in the section of this policy on "Pet Removal". Nuisance shall include, but is not limited to pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more to the disturbance of any person at any time of day or night, regardless of whether the tenant is home or not. Consideration shall be given to the duration of time between incidences in making a determination on the need for pet removal.
- B. New pets will be given 30 days to 'adjust' to apartment living, so as not to violate this policy. If after 30 days the pet has not adjusted, the pet will be required to leave.

17.16 Immediate Pet Removal

If a pet viciously jumps on, menacingly growls with intent to do harm , or attacks and bites* a resident, visitor, contractor or staff person, the pet may be required to be removed immediately at the discretion of management and pursuant to any available means or procedures referred to in the section of this policy on "Pet Removal" or under state or local law.

*Puppies in the normal course of development are known to 'nip' when teased. Tenants are encouraged to discuss and teach children and other family members to not

intentionally tease, irritate, agitate, or harass the puppy which will result in nipping tendencies. While puppy nipping may not be initially handled as requiring immediate pet removal, verifiable statements which support on going nipping tendencies may require temporary removal.

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17.17 Pet Passage on NFHA Property

A. Dogs

1. **Dogs may not roam at will - They may pass public spaces for the purpose of being walked, or going to other homes or to the parking lot for transportation.**
2. **Use of elevators - pets may only be taken onto elevators when the elevator is unoccupied or when the pet owner first asks whether anyone on the elevator has an objection to the pet being brought on. Pet must be carried and under tenant's control while on the elevator. If any objection to the pet boarding the elevator is raised by anyone on the elevator, the tenant and the pet must wait for the next elevator and follow the same procedure.**
3. **Dogs must be leashed or held by their owners when in transit, including when on elevators - The Niagara Falls City Code 701.04 states, ["No person owning, harboring or having the care, custody or charge of any dog shall allow, or permit such dog, whether in the company of any person or not, to run at large in the City of Niagara Falls except on leash. Such dogs shall not be permitted to run at large at any time of the year except on leash." (Amended 5/8/72.)]**
4. **Pets are not allowed to defecate or urinate on NFHA property - Owners must comply with the City of Niagara Falls regulations on pet defecation. If a dog accidentally defecates on NFHA property, the owner is responsible for removing (pooper scooper) and properly disposing of said pet waste in a concealed, double tied plastic bag. If not done, this will be grounds for removal of the pet pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal". If the dog urinates on the grass, shrubs, trees or flowers on NFHA grounds, the owner is responsible for any and all replacement costs of damages incurred. The pet will be removed after three warnings, pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal".**

B. Cats

1. **Cats may not roam at will - Cats will not be permitted outside of their apartments unless they are caged or held by their owner when in transit including on elevators.**
2. **Cats may pass through public spaces only for the purpose of going to the veterinarian or going to other homes and must be carried or under the control (leashed) of the resident.**

17.18 Care of the Apartment

- A. Apartments containing pets must be kept clean and free of odors at all times.
- B. Commercial waterproof cat litter pans and odor proof litter must be used for cats... NOT sand, newspaper or earth.
 - 1. Litter pans must be used and cleaned daily and kept odor free.
 - 2. **LITTER MUST BE DISPOSED OF IN DOUBLE TIED PLASTIC BAGS WHICH ARE PROMPTLY PLACED OUTSIDE IN GARBAGE CANS. NFHA strongly recommends the use of "Scoopable " cat litter. LITTER MUST NOT BE FLUSHED DOWN TOILETS, SINKS OR TUBS OR DUMPED DOWN THE COMPACTOR. Once per week the entire litter box is to be dumped out, cleaned, sanitized*, and refilled with new litter. If litter odor becomes a verifiable problem, the NFHA may insist and make mandatory the use of "scoopable "litter.**

*no sanitizing is to take place in bath tubs or bathroom/kitchen sinks.

17.19 Care of Pet

- A. Pet owners must take good care of their pets are all times. Any reported acts of misuse or abuse of pets will be addressed by the NFHA.
- B. Cats must be *declawed* (front) at appropriate age as determined by a veterinarian if there is any indication that the need for NFHA to require same becomes evident.
- C. Dogs and cats must be under an effective veterinarian recommended flea and tick prevention program year round. Proof of such program must be submitted annually to the Authority.

17.20 Tenant's Ability to Care for Pet

A doctor's certificate must be provided to verify an individual's ability to care for the pet, where management reasonably believes same it is questionable.

17.21 Absence of Owner

- A. No pet may be unattended for more than 12 hours, for any reason. If a pet owner goes on an extended leave or vacation or becomes ill, arrangements must be made for proper care of the pet.
- B. If management finds the pet is not properly cared for, the pet will be immediately removed to a shelter pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal".

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- C. Pet owners must leave with management the name and address of a person to contact if the tenant cannot take proper care of their pet. NFHA will not be held responsible for staff's inability to contact such person.

17.22 Emergency Care Giver

- A. Tenant must identify and document willingness of two (2) third party persons (third party must sign) who will, within twelve (12) hours of notification remove and care for the pet in the event of sudden illness, injury, or death of the tenant.
- B. In the event that the designated party cannot be reached or fails to act within 24-48 hours, depending on pets' needs, management will turn the pet over to the Humane Society and assume no further responsibility for its being.
- C. Care giver is to be re-certified annually and provide an up -to-date day and evening phone number.

17.23 Employee/Contractor Safety

- A. At any time, in the absence of the pet owner/tenant for any length of time, the pet must be caged for the safety of staff/contractors who periodically must enter tenant units by tenant request or for emergencies.
- B. While the owner or other responsible household members are at home, the pet must be caged immediately upon entry by staff persons/contractors.
- C. If a pet causes harm to any employee or contractor, the pet's owner shall be required to immediately remove the pet from Housing Authority property within 24 hours of written notice from the Housing Authority. Such removal shall not be construed as a waiver of the tenant's rights under the grievance procedure. The pet owner may also be subject to termination of his/her dwelling lease.

17.24 Hold Harmless

- A. The tenant assumes full responsibility and liability for the pet and agrees to hold the NFHA harmless from any claims caused by an action or inaction of the pet or it's owner.

- B. The tenant may not hold the Housing Authority, individual employees, seasonal help, or contractors working for the Housing Authority responsible for loss or other damages where tenant's pet may accidentally escape from the confines of the unit while such person is making entry or leaving the premises or be accidentally injured in the conduct of Housing Authority business. Employees will take great care to minimize any incident.

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17.25 Signage Required

The tenant must identify by means of an entrance door sticker that a pet is housed therein. Tenant may obtain such decals from the office. It is to be placed on the exterior of both main entrance doors (front and rear) immediately below the door window/peephole (or at some other 'eye level' location as designated by the Authority).

17.26 Abuse of Pets

TENANTS ARE REMINDED THAT PETS NEED LOVE, PROPER FOOD, FRESH WATER, PROFESSIONAL HEALTH CARE, AND GOOD GROOMING. DOGS REQUIRE WALKING AS NEEDED.

- A. If, in the opinion of management a pet is not being properly cared for, the pet may be removed after one (1) warning pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal".
- B. If a pet is physically abused, the pet will be immediately removed pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal", at the owner's expense.

17.27 Pet Removal

- A. A pet may be removed from the premises pursuant to any State or local laws, ordinances, or regulations, or pursuant to the NFHA grievance hearing procedure. Management reserves the right to choose the most expeditious remedy, process, or procedure available according to the circumstances or urgency of the case.
- B. In the event that State or local laws, ordinances, or regulations differ or conflict with the provisions or requirements of the NFHA grievance procedure in any way, management may pursue the most expeditious remedy or procedure, including any State or local remedy or procedure to the exclusion of the NFHA grievance procedure as permitted by law and 24 Code of Federal Regulations Part 942.
- C. Nothing prohibits the NFHA or an appropriate community authority from requiring the removal of any pet from a premises, if the pet's conduct or condition is duly determined to constitute, under the provisions of State or local law, a nuisance or a threat to the health or safety of other occupants of the NFHA

premises or other persons in the community where the project is located. This includes, but is not limited to, situations in which immediate action is needed for removal of any pet from the premises pursuant to State or local laws, ordinances or regulations to preserve the health, safety or welfare of the pet, or the health, safety, welfare, or right to peaceful enjoyment of the premises of any person.

-9-

- D. Tenants are advised that pets may, among other things, be seized, impounded and disposed of, for a variety of State and local animal violations including, but not limited to: stray pets, pets creating a threat to public health, safety or welfare, injury caused by pets, and cruelty to pets.
- E. In cases in which State or local remedies, processes or procedures are not initially utilized for removal of the pet, any decisions made by judgment of management that a pet must be removed from the premises (either temporarily or permanently) shall be presented in writing to an adult member of the household or the owner. After removal of the pet, owner may request a grievance hearing pursuant to the NFHA grievance procedure to determine whether or not pet must be permanently removed or may be returned to pet owner.

17.28 Death of Pet

- A. The pet owner is responsible for arranging for disposal of any dead pet.
- B. The remains of the pet must be removed from NFHA property. No pets may be buried on NFHA property.

17.29 When You Vacate

The pet owner must pay the full cost for professional rug shampooing, deodorizing and/or de-fleaing of the apartment, if in the judgment of the NFHA it is necessary before a new tenant can take possession of the apartment or adjoining apartment which may also have been affected. If such costs are in excess of the security deposit, tenant remains responsible for payment in full.

17.30 Miscellaneous Rules

- A. Pet bedding shall not be washed in any common laundry facilities of the Authority.
- B. All dogs and cats must wear a pet tag bearing the resident's name, address and telephone number.

- C. Pets cannot be kept, bred or used for any commercial or illegal purpose.
- D. Restricted areas - No pets may be brought inside any area of the Housing Authority used to conduct public housing business. These include but are not limited to the following areas: offices, shops, recreational/learning facilities, rec rooms, laundry rooms.
- E. Pets may not be tied or chained in an fashion to any fixtures or appurtenances inside or outside the tenants unit for any reason.
- F. Dog or cat leash length may not exceed five (5) feet in length to allow for proper control of pet.

-10-

- G. All pets MUST be 'housebroken' as soon as possible and material such as newspapers used for house breaking must be properly double bagged, tied, and immediately placed for disposal in tenants outside cover garbage can (family units) or dumpster (highrise).
- H. Water and bleach or other 'strong' disinfectant is to be used if the pet inadvertently urinates, sprays, or defecates in an apartment or common area.

17.31 Captions

Captions or paragraph headings contained in this lease are set forth for convenience of reference only and do not affect the substance of the paragraphs so captioned.

17.32 Counterparts

The signing of this Pet Policy by the tenant and NFHA may be executed in several counterparts, each of which shall be considered to be an original.

17.33 Survival of Portions of the Policy

If any portion of this Pet Policy is invalid or contrary to law, the rest of the policy shall remain in effect.

17.34 No Waiver

The failure of the NFHA or the tenant to exercise any right or remedy as provided herein shall not affect the right to do so at a later date for similar or other causes.

17.35 Deviation

Any deviation of this policy must be in writing from management.

-11

October 5, 2000
rev. 1

RESIDENT SATISFACTION

SAFETY PLAN INITIATIVE

Meet with Residents

At quarterly manager/resident chat meetings, 'safety' will be a regular item on every agenda. Safety issues as presented will be summarized and follow up resident surveys will follow to determine if the greater number of residents have similar concerns. (i.e. "Do you have safety concerns?" "Did you attend meeting?" "If not, why not?" "Were your issues addressed?")

Special meetings: when real safety issues arises, NFHA will conduct 'special' meetings. Notice of such meetings will be Posted in all common areas and /or delivered to each apartment (based on the urgency)

Know your neighbors

'Floor meetings' in the high rises on each floor will be held periodically if group meetings are not successful. This will encourage residents to get to know their neighbors.

Form committees

Attempt to form a committee at each site to deal with safety. Ask for resident volunteers, as well as personally solicit individuals to be on committee.

Invite area Police Officers to speak at resident meetings annually, regarding safety tips.

Advisory committees comprised of residents, agency people, and police, will be encouraged to meet **semi-annually** and give input. Resident representatives will report to residents at resident council meetings.

Distribute Literature

Excerpts from Triad flyers & McGruff 'Safer Seniors' will be included in tenant newsletters.

Post information

Designated areas of the lobby bulletin boards will be used for posting safety information (to be maintained by resident volunteers). 'Safety ' poster contest will be presented at organized children's activities at Packard Court, Center Court, and the Family Resource Building. The winning poster will be announced in the *Tenant Newsletter* and a small prize presented to the winner annually. The contest winner's poster will be displayed at each site.

Invite guest speakers

Neighborhood watch groups, fire, police, Red Cross, Triad, and others will be invited periodically to speak to residents and the community-at-large. Tenants will be notified in advance and information about the meeting put on cable television's *Community Billboard*.

Safety column

Have a regular safety column in Niagara Carrier and depict a different safety issue of interest to the residents at each printing. Print the 'non-emergency' police number at the beginning of the column 286- 4711.

I'M O.K.

Attempt once again to re-establish "I'M OK" on each floor. Stress importance of I'M OK. Require residents to participate unless they 'sign off' that they do not want to participate.

Speak out

Invite NFHA Staff to resident meetings to hear "safety issues" first hand. This will validate concerns and can empower residents.

Surveillance cameras

Include surveillance camera cost in Five (5) Year Plan or upcoming annual budget. Target areas of concern, such as parking lots as indicated by resident satisfaction survey at high rises.

Additional lighting

Survey sites quarterly to determine 'lights out' and need for additional lights.

Response Time

Inform maintenance administration, via copy of work orders, of tenant complains about safety issues that are directly related to maintenance such as 'burned out' project lighting bulbs, bushes that have grown too tall, etc.

Site inspection

Utilize staff to make monthly lighting inspections after dusk, by utilizing a site plan/map of existing lighting. 'Mark off' any unlit lights on poles or buildings and have replacement of same given greater priority than regular work orders.

Response Acknowledgment

Where tenants lodge a complaint about a safety issue or other important issues, send a reply (form letter)' thanking them for their concerns' and assure them of our intention to correct same. Encourage them to contact us again soon if the problem is not fixed in a timely manner.

Grant seeking

Periodically *surf the web* for foundations and grants that address safety issues.

Police Officers

Continue gatherings with 'Parents and Police as Partners" to encourage familiarity between officers and residents.

November 27, 2002

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

PHA Name NIAGARA FALLS HOUSING AUTHORITY	(Revision Effective March 1, 2002)	Grant Type and Number CAPITAL FUND - NY06P011-501-00	FFY of Grant Approval 2000
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number **#5** Performance and Evaluation Report for Program Year Ending **9/30/02** Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised(1)	Obligated	Expended
1	Total Non-CFP Funds	- 0 -	- 0 -	- 0 -	- 0 -
2	1406 Operations (May not exceed 10% of line 19)	122,727.00	179,852.00	179,852.00	127,044.05
3	1408 Management Improvements - Soft Costs / Hard Costs	173,000.00	203,406.49	203,406.49	201,663.72
4	1410 Administration	179,852.00	179,852.00	179,852.00	160,454.91
5	1411 Audit	- 0 -	- 0 -	- 0 -	- 0 -
6	1415 Liquidated Damages	- 0 -	- 0 -	- 0 -	- 0 -
7	1430 Fees and Costs	154,226.00	217,722.01	217,722.01	113,744.29
8	1440 Site Acquisition	- 0 -	- 0 -	- 0 -	- 0 -
9	1450 Site Improvement	- 0 -	- 0 -	- 0 -	- 0 -
10	1460 Dwelling Structures	526,501.00	483,924.52	483,924.52	469,905.42
11	1465.1 Dwelling Equipment - Nonexpendable	- 0 -	- 0 -	- 0 -	- 0 -
12	1470 Nondwelling Structures	635,230.00	533,765.98	533,765.98	463,446.98
13	1475 Nondwelling Equipment	- 0 -	- 0 -	- 0 -	- 0 -
14	1485 Demolition	- 0 -	- 0 -	- 0 -	- 0 -
15	1490 Replacement Reserve	- 0 -	- 0 -	- 0 -	- 0 -
16	1492 Moving to Work Demonstration	- 0 -	- 0 -	- 0 -	- 0 -
17	1495.1 Relocation Costs	- 0 -	- 0 -	- 0 -	- 0 -
18	1502 Contingency (may not exceed 8% of line 19)	6,987.00	- 0 -	- 0 -	- 0 -
19	Amount of Annual Grant (Sum of Lines 2-18)	1,798,523.00	1,798,523.00	1,798,523.00	1,536,259.37
20	Amount of Line 19 Related to LBP Activities				
21	Amount of Line 19 Related to Section 504 Compliance				
22	Amount of Line 19 Related to Security - Soft Costs / Hard Costs				
23	Amount of Line 19 Related to Energy Conservation Measures	287,600.00	287,600.00		

Signature of Executive Director and Date

STEPHANIE W. COWART, EXECUTIVE DIRECTOR

SEPTEMBER 30, 2002

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages

CAPITAL FUND 2000 - NY06P01150100 REVISION #5 - Effective 3/01/02 (PERFORMANCE AND EVALUATION REPORT - EFFECTIVE 9/30/02)

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
Mgmt. Improvements PHA Wide	Improve Resident Skills & Abilities through Empowerment & Economic Development - Continue tenant training and self-sufficiency initiatives through small business training, leadership development.	1408	Lot	95,000.00	115,000.00	115,000.00	115,000.00	PAYROLLS THRU 6/30/02 LINE ITEM OBLIGATED/EXPENDED	
	Staff Training & Education Program increasing skills (e.g. communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance.	1408	Lot	15,000.00	20,000.00	20,000.00	20,000.00	TUITION THRU P/R 6/30/02 LINE ITEM OBLIGATED/EXPENDED	
	Computerization - Updating software and training. Increasing efficiency by updating software and training. Increase efficiency of the organization by providing a network of computers throughout the Authority. Evaluate existing operation and provide recommendations along with training.	1408	Lot	48,000.00	53,406.49	53,406.49	51,670.49	MST Service Agreement (\$5,400.) DPS Solutions (PCCC) \$3,000.00 LINE ITEM OBLIGATED AND EXPENDING ON-GOING	
	Improve Employee Morale & Relations - Provide workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.	1408	Lot	5,000.00	5,000.00	5,000.00	5,000.00	LINE ITEM OBLIGATED/EXPENDED	
	Improve Resident & Community Relations - Training will include understanding who our customers are and the purpose/mission of the Housing Authority.	1408	Lot	- 0 -	- 0 -	- 0 -	- 0 -		
	Address Marketability of Housing Authority Developments - Develop and Implement Marketing Strategies. Develop a Master Plan for the Authority.	1408	Lot	10,000.00	10,000.00	10,000.00	9,993.23	LINE ITEM OBLIGATED AND EXPENDING ON-GOING	
	1408 Sub-Total			173,000.00	203,406.49	203,406.49	201,663.72		
Signature of Executive Director and Date:					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				
STEPHANIE W. COWART, EXECUTIVE DIRECTOR					SEPTEMBER 30, 2002				

(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.

form HUD-52837 (10/96) ref Handbook 7485.3

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
Operations PHA Wide	Balance Modernization Dept. Salaries	1406	Lot	122,727.00	122,727.00	122,727.00	69,919.05	
	Construct FRB Toilet Room	1406	Lot	- 0 -	57,125.00	57,125.00	57,125.00	Fully Obligated and
	1406 Sub-Total			122,727.00	179,852.00	179,852.00	127,044.05	Expending On-going
Administration PHA Wide	Technical Salaries	1410.2	8.0% of Grant	143,882.00	143,882.00	143,882.00	143,882.00	PAYROLLS EXPENDED IN JAN. 2002 - Complete
	Employee Benefits	1410.9	2.0% of Grant	34,970.00	34,970.00	34,970.00	15,572.91	P&A MONTHLY - thru 9/2002 Fully Obligated/Expending On-going
	Sundry - Advertising	1410.19	Lot	1,000.00	1,000.00	1,000.00	1,000.00	Mod. Dept. Advertising-Completed
	1410 Sub-Total			179,852.00	179,852.00	179,852.00	160,454.91	
Fees & Costs PHA Wide	A/E Services	1430.1	Lot	154,226.00	217,722.01	217,722.01	113,744.29	Dr. Leon Smith (Bal.\$8,184.30) Stohl (\$870.00), Chopra (\$750) Arch.Unl(01-02) \$186,552., R&W \$3250, Nates 18,000, NYS Lead Fee \$115.71
	1430 Sub-Total			154,226.00	217,722.01	217,722.01	113,744.29	Fully Obligated/Expending On-going
NY06P011002 Harry S. Jordan Gardens	Dwelling Structures Repair/Replace Front Concrete Porches	1460	Lot	42,751.00	42,751.00	42,751.00	42,751.00	Allstate Dev. - 2000 - Phase 1
	Dwelling Structures Lead Based Paint Abatement	1460	100 Units	216,395.52	216,395.52	216,395.52	216,395.52	Bal. - All State Dev. \$180,395.52 TES Environmental \$36,000.00
	Dwelling Structures Replace Kitchen Flooring with VCT	1460	Lot	48,424.00	48,424.00	48,424.00	48,424.00	Allstate Dev. - 2000 - Phase 1
	Non Dwelling Structures Adm. Bldg. Replace Fire/Security Systemc	1470	Lot	2,857.15	2,857.15	2,857.15	2,857.15	Partial - Simplex
	NY 11-2 Sub-Total			310,427.67	310,427.67	310,427.67	310,427.67	Fully Obligated & Expending On-going
Signature of Executive Director and Date:					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:			
STEPHANIE W. COWART, EXECUTIVE DIRECTOR					SEPTEMBER 30, 2002			

(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.

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
NY06P011003 Anthony Spallino Towers	Dwelling Structures Lobby Renovations and Interior of Elevator Cab Renovation	1460	Lot	31,941.00	31,941.00	31,941.00	31,941.00	Valery - Phase 2 (Includes Part C/O #1 - \$1,941.00)
	Non Dwelling Structures Rehabilitate Kitchen Community Room	1470	Lot	40,000.00	20,000.00	20,000.00	20,000.00	Valery - Phase 2
	Non Dwelling Structures Install Automatic Door Opener Community Room	1470	Lot	15,200.00	15,200.00	15,200.00	15,200.00	Valery - Phase 2
	Non Dwelling Structures Replace Fire/Security System	1470	Lot	60,000.00	60,000.00	60,000.00	- 0 -	Partial - Simplex
	NY 11-3 Sub-Total			147,141.00	127,141.00	127,141.00	67,141.00	Fully Obligated/Expending On-going
NY06P011005 Henry E. Wrobel Towers	Dwelling Structures Lobby Renovations and Interior of Elevator Cab Renovation	1460	Lot	31,942.00	31,942.00	31,942.00	17,922.90	Valery - Phase 2 (Includes Part C/O #1 - \$1,942.00)
	Non Dwelling Structures Rehabilitate Kitchen Community Room	1470	Lot	36,893.02	18,939.00	18,939.00	18,939.00	Valery - Phase 2
	Non Dwelling Structures Install Automatic Door Opener Community Room	1470	Lot	15,000.00	15,000.00	15,000.00	15,000.00	Valery - Phase 2
	Non Dwelling Structures Replace Fire/Security System	1470	Lot	212,000.00	212,000.00	212,000.00	212,000.00	Partial - Simplex
	NY 11-5 Sub-Total			295,835.02	277,881.00	277,881.00	263,861.90	Fully Obligated/Expending On-going
PHA Wide	Contingency	1502	.0168% Grant	6,987.00	- 0 -	- 0 -	- 0 -	
	1502 Sub-Total			6,987.00	- 0 -	- 0 -	- 0 -	

Signature of Executive Director and Date:

STEPHANIE W. COWART, EXECUTIVE DIRECTOR

SEPTEMBER 30, 2002

Signature of Public Housing Director / Office of Native American Programs Administrator and Date:

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

form HUD-52837 (10/96) ref Handbook 7485.3

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

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
NY06P011007 Packard Court and Center Court	Dwelling Structures Caulk Door & Window Perimeters	1460	300	145,472.48	102,896.00	102,896.00	102,896.00	Allstate - Phase #1 (C.Order #001 - \$6,146.00)
	Dwelling Structures Replace Aluminum Soffits	1460	Lot	9,575.00	9,575.00	9,575.00	9,575.00	Allstate - Phase #1
	Non Dwelling Structures Insulate Maint. Garage - Packard	1470	Lot	- 0 -	- 0 -	- 0 -	- 0 -	
	Non Dwelling Structures Renovate Existing Comm. Space or Renovate 2-Dwelling Units for Community Space - Center Court	1470	Lot	163,510.00	100,000.00	100,000.00	100,000.00	Valery - Phase #2
	Non Dwelling Structures Replace Fire/Security System	1470	Lot	8,571.45	8,571.45	8,571.45	- 0 -	Partial - Simplex (PC/CC/PCCC)
	Non Dwelling Structures - PCCC Daycare Modifications	1470	Lot	44,266.98	44,266.98	44,266.98	44,266.98	Smith Bros. Construction
	NY 11-7 Sub-Total			371,395.91	265,309.43	265,309.43	256,737.98	Fully Obligated/Expending On-going
PHA Wide	Non Dwelling Structures - Install Operable Windows - Warehouse	1470	Lot	4,468.00	4,468.00	4,468.00	4,468.00	Valery - Phase #2
	Non Dwelling Structures - WHouse Replace Fire/Security System	1470	Lot	2,857.15	2,857.15	2,857.15	1,109.60	Partial - Simplex
	Non Dwelling Structures - Reroute Roof Drains Over Stage - FRB	1470	Lot	8,038.00	8,038.00	8,038.00	8,038.00	Valery - Phase #2
	Non Dwelling Structures - FRB Install Bleachers in Gym	1470	Lot	15,854.00	15,854.00	15,854.00	15,854.00	Valery - Phase #2
	Non Dwelling Structures - FRB Replace Fire/Security System	1470	Lot	2,857.15	2,857.15	2,857.15	2,857.15	Partial - Simplex
	Non Dwelling Structures - Central Replace Fire/Security System	1470	Lot	2,857.10	2,857.10	2,857.10	2,857.10	Partial - Simplex
	PHA Wide Sub-Total			36,931.40	36,931.40	36,931.40	35,183.85	Fully Obligated/Expending On-going

Signature of Executive Director and Date:

STEPHANIE W. COWART, EXECUTIVE DIRECTOR

SEPTEMBER 30, 2002

Signature of Public Housing Director / Office of Native American Programs Administrator and Date:

(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.

form HUD-52837 (10/96) ref Handbook 7485.3

Implementation Dates

Revised Obligate 9/20/02

REvised Expend 9/30/04

Annual Statement / Performance and Evaluation Report

Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

Capital Fund Program and Capital Fund Program Replacement

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)	
PHA Wide Management Improvements	9/30/02			9/30/04			Obligation and Expenditure Deadlines Revised in Accordance with Multiple HUD Notices and Confirmation from ELOCCS System.
PHA Wide Physical Improvements	9/30/02			9/30/04			
NY06P011002 Harry S. Jordan Gardens	9/30/02			9/30/04			
NY06P011003 Anthony Spallino Towers	9/30/02			9/30/04			
NY06P011005 Henry E. Wrobel Towers	9/30/02			9/30/04			
NY06P011007 Packard Court and Center Court	9/30/02			9/30/04			
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
STEPHANIE W. COWART, EXECUTIVE DIRECTOR SEPTEMBER 30, 2002							

(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.

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

PHA Name NIAGARA FALLS HOUSING AUTHORITY (Effective Date: July 25, 2002)	Grant Type and Number CAPITAL FUND - NY06P011-501-01	FFY of Grant Approval 2001
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number #4 Performance and Evaluation Report for Program Year Ending 9/30/02 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised(1)	Obligated	Expended
1	Total Non-CFP Funds	- 0 -	- 0 -		
2	1406 Operations (May not exceed 10% of line 19)	137,763.00	141,833.00	141,833.00	33,018.60
3	1408 Management Improvements - Soft Costs / Hard Costs	175,000.00	175,000.00	148,164.66	148,164.66
4	1410 Administration	184,928.00	184,928.00	183,928.00	71,526.56
5	1411 Audit	- 0 -	- 0 -		
6	1415 Liquidated Damages	- 0 -	- 0 -		
7	1430 Fees and Costs	169,985.00	169,985.00		
8	1440 Site Acquisition	- 0 -	- 0 -		
9	1450 Site Improvement	- 0 -	- 0 -		
10	1460 Dwelling Structures	969,700.00	969,700.00		
11	1465.1 Dwelling Equipment - Nonexpendable	- 0 -	- 0 -		
12	1470 Nondwelling Structures	148,533.00	148,533.00		
13	1475 Nondwelling Equipment	- 0 -	- 0 -		
14	1485 Demolition	- 0 -	- 0 -		
15	1490 Replacement Reserve	- 0 -	- 0 -		
16	1492 Moving to Work Demonstration	- 0 -	- 0 -		
17	1495.1 Relocation Costs	- 0 -	- 0 -		
18	1498 Mod Used for Development	- 0 -	- 0 -		
19	1502 Contingency (may not exceed 8% of line 19)	53,380.00	49,310.00		
20	Amount of Annual Grant (Sum of Lines 2-19)	1,839,289.00	1,839,289.00	473,925.66	252,709.82
21	Amount of Line 19 Related to LBP Activities	- 0 -	- 0 -		
22	Amount of Line 19 Related to Section 504 Compliance	- 0 -	- 0 -		
23	Amount of Line 19 Related to Security - Soft Costs / Hard Costs	- 0 -	- 0 -		
24	Amount of Line 19 Related to Energy Conservation Measures	668,900.00	668,900.00		

Signature of Executive Director and Date

STEPHANIE W. COWART, EXECUTIVE DIRECTOR

SEPTEMBER 30, 2002

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages

CAPITAL FUND 2001 - NY06P01150101 (Revision #4 - Effective 7/25/02) Performance and Evaluation Report - Effective 9/30/02

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
Mgmt. Improvements PHA Wide	Improve Resident Skills & Abilities through Empowerment & Economic Development - Continue tenant training and self-sufficiency initiatives through small business training, leadership development.	1408	Lot	105,000.00	105,000.00	90,692.59	90,692.59	Payrolls thru 9/30/02 ON-GOING	
	Staff Training & Education Program increasing skills (e.g. communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance.	1408	Lot	20,000.00	20,000.00	20,000.00	20,000.00	Tuition thru P/R 8/30/02 COMPLETE	
	Computerization - Updating software and training. Increasing efficiency by updating software and training. Increase efficiency of the organization by providing a network of computers throughout the Authority. Evaluate existing operation and provide recommendations along with training.	1408	Lot	30,000.00	30,000.00	29,829.78	29,829.78	ON-GOING	
	Improve Employee Morale & Relations - Provide workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.	1408	Lot	5,000.00	5,000.00	810.89	810.89	ON-GOING	
	Improve Resident & Community Relations - Training will include understanding who our customers are and the purpose/mission of the Housing Authority.	1408	Lot	5,000.00	5,000.00	2,488.00	2,488.00	ON-GOING	
	Address Marketability of Housing Authority Developments - Develop and Implement Marketing Strategies. Develop a Master Plan for the Authority.	1408	Lot	10,000.00	10,000.00	4,343.40	4,343.40	ON-GOING	
	1408 Sub-Total			175,000.00	175,000.00	148,164.66	148,164.66	Obligation and Expenditure On-Going as of 9/30/02	
Signature of Executive Director and Date:					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				
STEPHANIE W. COWART, EXECUTIVE DIRECTOR					SEPTEMBER 30, 2002				

(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.

CAPITAL FUND 2001 - NY06P01150101 (Revision #4 Effective 7/25/02) Performance and Evaluation Report - Effective 9/30/02

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
Operations PHA Wide	Balance Modernization Dept. Salaries	1406	Lot	100,000.00	100,000.00	100,000.00			
	Construct FRB Toilet Room	1406	Lot	- 0 -	37,763.00	37,763.00	33,018.60	Rand & Jones (Bal. of P.Order)	
	Phase 2 - Modifications FRB/C.Ct.	1406	Lot	- 0 -	570.00	570.00		Valery Contracting	
	Bldg. Monitoring Upgrade	1406	Lot	- 0 -	3,500.00	3,500.00		Simplex	
	1406 Sub-Total			100,000.00	141,833.00	141,833.00	33,018.60	Obligation and Expenditure On-Going as of 9/30/02	
Administration PHA Wide	Technical Salaries	1410.2	8.0% of Grant	147,143.00	147,143.00	147,143.00	71,526.56	Payrolls thru 9/30/02	
	Employee Benefits	1410.9	2.0% of Grant	36,785.00	36,785.00	36,785.00		P&A Monthly Invoices thru	
	Sundry - Advertising	1410.19	Lot	1,000.00	1,000.00			Mod Dept. Advertising	
	1410 Sub-Total			184,928.00	184,928.00	183,928.00	71,526.56	Obligation and Expenditure	
								On-Going as of 9/30/02	
Fees & Costs PHA Wide	A/E Services	1430.1	Lot	169,985.00	169,985.00				
	1430 Sub-Total			169,985.00	169,985.00			No Activity as of 9/30/02	
NY06P011002 Harry S. Jordan Gardens	Dwelling Structures Replace Windows	1460	100 Units	570,800.00	570,800.00			Work to Bid Winter 2002	
	Dwelling Structures Upgrade Building Main Water Shut Off Value	1460	25 Bldgs.	8,800.00	8,800.00			Bids taken 9/9/02	
	NY 11-2 Sub-Total			579,600.00	579,600.00				
Signature of Executive Director and Date:					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				
STEPHANIE W. COWART, EXECUTIVE DIRECTOR					SEPTEMBER 30, 2002				

(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.

CAPITAL FUND 2001 - NY06P01150101 (Revision #4 - Effective 7/25/02) Performance and Evaluation Report - Effective 9/30/02

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
NY06P011003 Anthony Spallino Towers	Dwelling Structures Replace Garbage Compactor	1460	Lot	120,000.00	120,000.00			Bids Taken 9/9/02	
	NY 11-3 Sub-Total			120,000.00	120,000.00				
NY06P011005 Henry E. Wrobel Towers	Dwelling Structures Replace Garbage Compactor	1460	Lot	120,000.00	120,000.00			Bids Taken 9/9/02	
	Dwelling Structures Replace Hot Water Tank	1460	Lot	25,900.00	25,900.00			Bids Taken 9/9/02	
	NY 11-5 Sub-Total			145,900.00	145,900.00				
NY06P011007 Packard Court and Center Court	Dwelling Structures Clean Ducts and Renovate Return Systems	1460	300 Units	124,200.00	124,200.00			Bids to be secured in the Near Future	
	Non Dwelling Structures Addition to Maintenance Garage (Center Court)	1470	Lot	49,719.00	49,719.00			Bids Taken 9/9/02	
	NY 11-7 Sub-Total			173,919.00	173,919.00				
PHA Wide	Non Dwelling Structures FRB/PCCC Gym Floor Restoration	1470	Lot	98,814.00	98,814.00			Bids Taken 9/9/02	
	PHA Wide Sub-Total			98,814.00	98,814.00				
PHA Wide	Contingency	1502	8% of Grant	53,380.00	49,310.00			Obligation and Expenditure On-Going 9/30/02	
	1502 Sub-Total			53,380.00	49,310.00				
Signature of Executive Director and Date:					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				
STEPHANIE W. COWART, EXECUTIVE DIRECTOR					SEPTEMBER 30, 2002				

(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.

Implementation Dates
 Revised Obligate 6/30/03
 Revised Expend 6/30/05

Annual Statement / Performance and Evaluation Report
 Housing Factor (CFP/CFPRHF)

Capital Fund Program and Capital Fund Program Replacement

Part III: Implementation Schedule

CAPITAL FUND 2001 - NY06P01150101 (REVISION #4 - EFFECTIVE - JULY 25, 2002) Performance and Evaluation Report - Effective 9/30/02

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)	
PHA Wide Management Improvements	6/30/03			6/30/05			Obligation and Expenditure Deadlines Revised in Accordance with Multiple HUD Notices and Confirmation from ELOCCS System.
PHA Wide Physical Improvements	6/30/03			6/30/05			
NY06P011002 Harry S. Jordan Gardens	6/30/03			6/30/05			
NY06P011003 Anthony Spallino Towers	6/30/03			6/30/05			
NY06P011005 Henry E. Wrobel Towers	6/30/03			6/30/05			
NY06P011007 Packard Court and Center Court	6/30/03			6/30/05			
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
STEPHANIE W. COWART, EXECUTIVE DIRECTOR SEPTEMBER 30, 2002							

(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 Housing Factor (CFP/CFPRHF) Part I: Summary

U.S. Dept. of Housing and Urban Development

PHA Name NIAGARA FALLS HOUSING AUTHORITY	Grant Type and Number (BOOKS 9/25/02) CAPITAL FUND - NY06P011-501-02	FFY of Grant Approval 2002
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number _____ Performance and Evaluation Report for Program Year Ending 9/30/02 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised(1)	Obligated	Expended
1	Total Non-CFP Funds	- 0 -			
2	1406 Operations (May not exceed 10% of line 19)	85,000.00		85,000.00	
3	1408 Management Improvements - Soft Costs / Hard Costs	120,000.00		5,208.31	5,208.31
4	1410 Administration	183,928.00		183,928.00	
5	1411 Audit	- 0 -			
6	1415 Liquidated Damages	- 0 -			
7	1430 Fees and Costs	115,000.00			
8	1440 Site Acquisition	- 0 -			
9	1450 Site Improvement	- 0 -			
10	1460 Dwelling Structures	1,209,675.00			
11	1465.1 Dwelling Equipment - Nonexpendable	- 0 -			
12	1470 Nondwelling Structures	- 0 -			
13	1475 Nondwelling Equipment	- 0 -			
14	1485 Demolition	- 0 -			
15	1490 Replacement Reserve	- 0 -			
16	1492 Moving to Work Demonstration	- 0 -			
17	1495.1 Relocation Costs	- 0 -			
18	1498 Mod Used for Development	- 0 -			
19	1502 Contingency (may not exceed 8% of line 19)	42,027.00			
20	Amount of Annual Grant (Sum of Lines 2-19)	1,755,630.00		274,136.31	5,208.31
21	Amount of Line 19 Related to LBP Activities	- 0 -			
22	Amount of Line 19 Related to Section 504 Compliance	120,000.00			
23	Amount of Line 19 Related to Security - Soft Costs / Hard Costs	- 0 -			
24	Amount of Line 19 Related to Energy Conservation Measures	51,700.00			

Signature of Executive Director and Date
 Stephanie W. Cowart, Executive Director September 30, 2002

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages

CAPITAL FUND 2002 - NY06P01150102 (BOOKS 9/25/02) PERFORMANCE AND EVALUATION REPORT - EFFECTIVE 9/30/02

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
Mgmt. Improvements PHA Wide	Improve Resident Skills & Abilities through Empowerment & Economic Development - Continue tenant training and self-sufficiency initiatives through small business training, leadership development.	1408	Lot	95,000.00				PAYROLLS THRU	
	Staff Training & Education Program increasing skills (e.g. communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance.	1408	Lot	10,000.00		5,208.31	5,208.31	TUITION THRU P/R 9/2002	
	Computerization - Updating software and training. Increasing efficiency by updating software and training. Increase efficiency of the organization by providing a network of computers throughout the Authority. Evaluate existing operation and provide recommendations along with training.	1408	Lot	- 0 -					
	Improve Employee Morale & Relations - Provide workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.	1408	Lot	5,000.00					
	Improve Resident & Community Relations - Training will include understanding who our customers are and the purpose/mission of the Housing Authority.	1408	Lot	5,000.00					
	Address Marketability of Housing Authority Developments - Develop and Implement Marketing Strategies. Develop a Master Plan for the Authority.	1408	Lot	5,000.00				Obligation and Expenditure	
	1408 Sub-Total			120,000.00		5,208.31	5,208.31	On-Going	
Signature of Executive Director and Date: Stephanie W. Cowart, Executive Director September 30, 2002					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				

(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.

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
Operations PHA Wide	Balance Modernization Dept. Salaries	1406	Lot	85,000.00		85,000.00		
	1406 Sub-Total			85,000.00		85,000.00		Obligation On-Going
Administration PHA Wide	Technical Salaries	1410.2	8.0% of Grant	147,143.00		147,143.00		PAYROLLS THRU
	Employee Benefits	1410.9	2.0% of Grant	36,785.00		36,785.00		P&A MONTHLY INVOICES THRU
	Sundry - Advertising	1410.19	Lot	- 0 -		- 0 -		Mod. Dept. Advertising
	1410 Sub-Total			183,928.00		183,928.00		Obligation On-Going
Fees & Costs PHA Wide	A/E Services	1430.1	Lot	115,000.00				No Activity as of 9/9/02
	1430 Sub-Total			115,000.00				
NY06P011002 Harry S. Jordan Gardens	Dwelling Structures Insulate Attics of Dwelling Areas	1460	100 Units	45,200.00				Work Scheduled in the Near Future to Bid
	Dwelling Structures Caulk Perimeters of Exterior Doors	1460	100 Units	6,500.00				Work Scheduled in the Near Future to Bid
	NY 11-2 Sub-Total			51,700.00				

Signature of Executive Director and Date:
Stephanie W. Cowart, Executive Director September 30, 2002

Signature of Public Housing Director / Office of Native American Programs Administrator and Date:

(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.

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
NY06P011005 Henry E. Wrobel Towers	Dwelling Structures Kitchen Rehabilitation	1460	Lot	1,157,975.00				Bids Taken 9/9/02
	NY 11-5 Sub-Total			1,157,975.00				
PHA Wide	Contingency	1502	7% of Grant	42,027.00				No Activity as of 9/30/02
	1502 Sub-Total			42,027.00				
Signature of Executive Director and Date: Stephanie W. Cowart, Executive Director September 30, 2002					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:			

(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.

Implementation Dates
Obligate 5/30/04
Expend 5/30/06

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)	
PHA Wide Management Improvements	5/30/04			5/30/06			Obligation and Expenditure Deadlines Revised in Accordance with Multiple HUD Notices and Confirmation from ELOCCS System.
NY06P011002 Harry S. Jordan Gardens	5/30/04			5/30/06			
NY06P011005 Henry E. Wrobel Towers	5/30/04			5/30/06			
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
Stephanie W. Cowart, Executive Director September 30, 2002							

(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.

Resident Member of the PHA Governing Board

Name: Doris Jones

Method of Selection: Election

Term: 2 years

***Miss Jones passed away in September, 2002. We will begin the election process in January, 2003.**

Name: Jessie Butry

Method of Selection: Election

Term: 2 years