

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

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*PHA Plans for the  
Housing Authority of the  
Village of Freeport*

5 Year Plan for Fiscal Years 2003 - 2007

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**

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*5 Year Plan Housing Authority of the Village of Freeport,*

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

## PHA Plan Agency Identification

**PHA Name:** *Housing Authority of the Village of Freeport*

**PHA Number:** *NY023*

**PHA Fiscal Year Beginning:** *01/2003*

### Public Access to Information

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

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

### Display Locations for PHA Plans and Supporting Documents

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

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

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 2003 - 2007**

[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)

*It is the mission of the Housing Authority of the Village of Freeport, New York to (1) increase the availability of decent, safe and affordable housing in meeting the area housing needs; (2) ensure equal opportunity in housing for all; (3) promote self-sufficiency and asset development of families and individuals; and (4) improve community quality of life and economic viability. In order to achieve this mission the Housing Authority will:*

- *Recognize the residents as our ultimate customer.*
- *Strive for improvement of the physical conditions of it's housing developments.*
- *Continually upgrade the management and operations of the public housing agency.*
- *Develop and enhance a stronger, healthier and viable economic initiative-related to low-income housing assistance.*
- *Include any other housing opportunities available to public housing or assisted residents.*

**FHA accomplishments:** *During FY 2002, the PHA was successful in achieving the goals listed in its mission statement. The PHA incorporated a non-profit entity and prepared application to office of intergovernmental affairs for funds to purchase units under the HOME program and made application and received approval for a Section 5(h) homeownership program. Plan to close on first house in September 2002. The PHA entered into a joint venture with the Durham Housing Authority construct new apartments and convert building to project based Section 8 development.*

## **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: **When NOFA's are published.**
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
    - *Broaden curb and market appeal of our public housing developments by disposing of obsolete units and creating mixed-income housing developments.*

#### **FHA accomplishments:** *During FY 2002, the PHA:*

- *Did not apply for additional rental vouchers because it was unable to lease the ones received last year. Rents are above FMR and landlords have gotten out of the program; and*
- *Improved curb and market appeal by planting trees, flowers and shrubs on our ground. Also painted fences and fire escapes.*

- PHA Goal: Improve the quality of assisted housing
- Objectives:
- Improve public housing management: (PHAS score)  
*Maintain passing PHAS score*
  - Improve voucher management: (SEMAP score)  
*Maintain passing SEMAP score*
  - Increase customer satisfaction: *This is an on-going activity.*
  - Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units: *This goal was achieved and noted on previous PHA Plan updates.*

- Demolish or dispose of obsolete public housing: *dispose of units at the E. Mitchell Malette (NY23-5) and John J. Madden Senior Developments (NY23-2 and NY23-3)*
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

**FHA accomplishments:** *During FY 2002, contracts have been awarded for the installation of tile in the common area of the John J. Madden development. Contracts have also been for the replacement of kitchen cabinets at E. Mitchell Mallette.*

- PHA Goal: Increase assisted housing choices
  - Objectives:
    - Provide voucher mobility counseling: *This is an on-going activity*
    - Conduct outreach efforts to potential voucher landlords: **The Housing Authority will recruit landlords by 12-31-04, if new vouchers received.**
    - Increase voucher payment standards:
    - Implement voucher homeownership program:
    - Implement public housing or other homeownership programs: **This will be done by 12-31-04 through the not-for-profit program.**
    - Implement public housing site-based waiting lists:
    - Convert public housing to vouchers:
    - Other: (list below)

**FHA accomplishments:** *During FY 2002, the Housing Authority hosted a luncheon and invited real estate agents and landlords to explain the Housing Choice Voucher Program. The PHA incorporated a non-profit entity and prepared application to office of intergovernmental affairs for funds to purchase units under the HOME program and made application and received approval for a Section 5(h) homeownership program. Plan to close on first house in September 2002. The PHA entered into a joint venture with the Durham Housing Authority construct new apartments and convert building to project based Section 8 development.*

**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: *E. Mitchell Malette and John J. Madden Senior Developments by the end of FY 2003.*
    - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: *This is an ongoing activity.*

- Implement public housing security improvements: *The Housing Authority will install closed circuit TV cameras, card access system, and delay egress system by 12-31-04.*
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

**FHA accomplishments:** *During FY 2002, the PHA has no security at the Moxey Rigby Family Development due to the termination of PHDEP funds. We are working with local congresswomen to secure new funding for security.*

**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)
    - *Creating mixed-income, drug-free communities in our public housing communities with strong economic development programming.*

**FHA accomplishments:** *The objective will continue on an on-going basis.*

**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: *This is an ongoing activity. The H. A. will try to refer participants to the appropriate agency for assistance when this matter is brought to our attention.*
  - 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: *This is an ongoing activity.*
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

*This is an ongoing activity. The H. A. will try to refer participants to the appropriate agency for assistance when this matter is brought to our attention.*

**FHA accomplishments:** *All objectives were achieved in this section during FY 2002.*

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2003**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

*The Housing Authority of the Village of Freeport, New York has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.*

*The purpose of this Annual Plan is to provide a framework for local accountability and an easily identifiable source by which public housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.*

*The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the best customer service.*

*Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy and Section 8 Administrative Plan are the two primary policies on display. These important documents cover the public housing tenant selection and assignment plan, outreach services, PHA's responsibility to Section 8 owner/landlords, grievance procedures, etc.*

*The most important challenges to be met by the Housing Authority of the Village of Freeport during FYB 2003 include:*

- *Improvement of the physical conditions of the housing developments through the Capital Funds activities;*
- *Involve the public housing residents and the Section 8 participants through the Annual Plan Resident Advisory Board;*
- *Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our residents and the community; and*
- *Identify, develop and leverage services to enable low-income families to become self-sufficient.*

*In closing, this Annual Plan exemplifies the commitment of the Housing Authority of the Village of Freeport to meet the housing needs of the full range of low-income residents. The Housing Authority of the Village of Freeport, in partnership with agencies from all levels of government, the business community, non-profit community groups, and residents will use this plan as a road map to reach the “higher quality of life” destination for the Village of Freeport and Nassau County.*

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.79 (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 (**ny023a01**)
- FY 2003 Capital Fund Program Annual Statement (**ny023b01**)
- FY 2003 Capital Fund Program 5 Year Action Plan (**ny023c01**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- PHA Management Organizational Chart
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
  - Substantial Deviation and Significant Amendment or Modification (**ny023d01**)
  - Resident Member on the PHA Governing Board (**ny032e01**)
  - Membership of the Resident Advisory Board or Boards (**ny023f01**)
  - Deconcentration and Income-Mixing (**ny023g01**)
  - Other PHA Goals and Objectives (**ny023h01**)
  - Pet Ownership Policy (**ny023i01**)
  - Required Initial Conversion Assessment (**ny023j01**)
  - Summary of Policy or Program Changes for the Upcoming Year (**ny023k01**)
  - FY 2000 Performance and Evaluation Report (**ny023l01**)
  - FY 2001 Performance and Evaluation Report (**ny023m01**)
  - FY 2002 Performance and Evaluation Report (**ny023n01**)

### Optional Attachment

- Public Housing Drug Elimination Program (PHDEP) Plan

e appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>		<b>Applicable Plan Component</b>
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	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>		<b>Applicable Plan Component</b>
	<input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	
X	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
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8	Annual Plan: Homeownership

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>		<b>Applicable Plan Component</b>
	Administrative Plan	
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) 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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing

[24 CFR Part 903.79 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	16,804	5	5	5	5	5	5
Income >30% but <=50% of AMI	11,634	5	5	5	5	5	5
Income >50% but <80% of AMI	5,875	5	5	5	5	5	5
Elderly	6,863	5	5	5	5	5	5
Families with Disabilities	1,029	5	5	5	5	5	5
Caucasian	29,509	5	5	5	5	5	5
African American	2,402	5	5	5	5	5	5
Hispanic	1,373	5	5	5	5	5	5
Asian/Pacific Islander	686	5	5	5	5	5	5
Other	1,029	5	5	5	5	5	5

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: 1994/Revised 1995  
*Note: PHA estimates that 3% of population consists of "Families with Disabilities." They were unable to obtain this information from any agencies in the area.*
- 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/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	286		29
Extremely low income <=30% AMI	257	89	
Very low income (>30% but <=50% AMI)	24	8	
Low income (>50% but <80% AMI)	5	2	
Families with children	80	28	
Elderly families	79	27	
Families with Disabilities	77	27	
<i>Caucasian</i>	36	13	
<i>African-American</i>	206	72	
<i>Hispanic</i>	44	15	
<i>Other</i>	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	194	67	16
2 BR	31	11	16
3 BR	29	10	8
4 BR	26	9	4
5 BR	6	1	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			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	441		25
Extremely low income <=30% AMI	349	79	
Very low income (>30% but <=50% AMI)	91	21	
Low income (>50% but <80% AMI)	1	1	
Families with children	416	94	
Elderly families	14	3	
Families with Disabilities	11	3	
<i>Caucasian</i>	39	9	
<i>African-American</i>	348	79	
<i>Hispanic</i>	54	12	
<i>Other</i>	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	N/A
2 BR	N/A	N/A	N/A
3 BR	N/A	N/A	N/A
4 BR	N/A	N/A	N/A
5 BR	N/A	N/A	N/A
5+ BR	N/A	N/A	N/A
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? <i>1 month</i>			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input checked="" 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)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities: N/A**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available

- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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



## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	308,819.00	
b) Public Housing Capital Fund	655,776.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,230,099.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant	25,000.00	<i>Other</i>
i) HOME	110,000.00	<i>Other</i>
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	977,422.00	<i>Public housing capital improvements</i>
2001 CFP	351,791.00	
2002 CFP	625,631.00	
<b>Sub-total</b>	<b>4,307,116.00</b>	
<b>3. Public Housing Dwelling Rental Income</b>	1,360,200.00	<i>Public housing operations</i>
<b>4. Other income (list below)</b>		
<i>Excess utilities</i>	9,240.00	<i>Public housing operations</i>
<i>Interest</i>	1,000.00	
<i>Tenant fees and charges</i>	15,000.00	
<i>Other</i>	2,000.00	
<b>5. Non-federal sources (list below)</b>		
<b>Sub-total</b>	<b>1,387,440.00</b>	
<b>Total resources</b>	<b>5,804,056.00</b>	

### **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: *Within 30 individuals of being offered a unit*
- 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)
- *Social workers,*
  - *Employers,*
  - *Parole Officers,*
  - *Physicians*

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

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

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

##### **(2) Waiting List Organization**

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

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists

Other (describe)

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? *0*

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)? *N/A*  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously- *N/A*  
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)? *N/A*

- 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: *N/A*

**(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
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

**c. Preferences:**

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

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

**Former Federal preferences:**

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

**Other preferences:** (select below)

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

- Households that contribute to meeting income goals (broad range of incomes)
  - Households that contribute to meeting income requirements (targeting)
  - Those previously enrolled in educational, training, or upward mobility programs
  - Victims of reprisals or hate crimes
  - Other preference(s) (list below)
3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

2 Date and Time

**Former Federal preferences:**

- 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)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans’ families
- 1 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)

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) *All changes must be reported within 10 days of occurrence*

**(6) Deconcentration and Income Mixing** (see attachment NY032g01)

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:  
*At the Housing Authorities only development: The H.A. seeks to attract higher income residents into this very low-income neighborhood.*
- 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) *n/a*
- Additional affirmative marketing
  - Actions to improve the marketability of certain developments
  - Adoption or adjustment of ceiling rents for certain developments
  - Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
  - Other (list below)
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families?  
(select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
  - List (any applicable) developments below:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families?  
(select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
  - List (any applicable) developments below:

## B. Section 8

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

### (1) Eligibility

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

- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)
- *Resident mailing address or last known address on file (if no longer current participant), Current landlord name and mailing address, Prior landlords name and mailing address.*

## **(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: *Proof that participant has attempted to locate housing in town or village and was unsuccessful. Will not exceed maximum of 120 days.*

**(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:**

- 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.

2 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

Homelessness

1 High rent burden

**Other preferences:** (select all that apply)

1 Working families and those unable to work because of age or disability

1 Veterans and veterans’ families

1 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: *N/A*

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: *n/a*
- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
- For the earned income of a previously unemployed household member
  - For increases in earned income
  - Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
  - Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
  - For household heads
  - For other family members
  - For transportation expenses
  - For the non-reimbursed medical expenses of non-disabled or non-elderly families
  - Other (describe below) *The Housing Authority of the Village of Freeport does not plan to implement any discretionary deductions and/or exclusions.*
- 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) *N/A*
    - 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) *N/A*
    - Market comparability study
    - Fair market rents (FMR)

- 95<sup>th</sup> 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)

- *All changes must be reported within 10 days of occurrence. After verification, the PHA will determine if the change will result in an adjustment to rent.*

- 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 sub-market
  - 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.
- A brief description of the management structure and organization of the PHA follows:

*Executive Director*

*Housing Assistant (2)*

*Accounts Receivable*

*Accounts Payable*

*Receptionist*

*Maintenance Supervisor*

*Maintenance Mechanics (3)*

*Maintenance Helpers (4)*

*File Clerk*

### **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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	<i>361</i>	<i>50</i>
Section 8 Vouchers	<i>211</i>	<i>30</i>
Section 8 Certificates	<i>N/A</i>	<i>N/A</i>
Section 8 Mod Rehab	<i>N/A</i>	<i>N/A</i>
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	<i>N/A</i>	<i>N/A</i>
Other Federal Programs(list individually)	<i>N/A</i>	<i>N/A</i>

### **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)

- *Work Order System*
- *Pest Eradication Policy*
- *Maintenance Plan*
- *Uniform Inspection System*
- *Admissions and Occupancy Policy*
- *Fair Housing Policy*
- *Grievance Procedures*
- *Tenant Selection and Assignment Plan*
- *Community Service Plan*
- *Handicapped Policy*
- *Termination and Eviction*
- *Transfer and Transfer Waiting List*
- *Resident Initiative*
- *Section 3 Plan*
- *Pet Policy for Families*
- *Pet Policy for Elderly*
- *Procurement Policy and Procedures*
- *Personnel Policy*

(2) Section 8 Management: (list below)

- *Section 8 Administrative Plan*
- *SEMAP Procedures*

## 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: *n/a*

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: *n/a*

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

## **7. Capital Improvement Needs**

[24 CFR Part 903.79 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) *NY023b01*

-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 (state name) *NY023c01*

-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)

*FY 2000 Performance and Evaluation Report – ny023l01*

*FY 2001 Performance and Evaluation Report – ny023m01*

*FY 2002 Performance and Evaluation Report – ny023n01*

## 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: *n/a*
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

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

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

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

## 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 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:	<i>John J. Madden Senior Developments</i>
1b. Development (project) number:	<i>NY23-2</i>
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<i>(September 2002)</i>
5. Number of units affected:	<i>50</i>
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <i>Summer of FY 2003</i> b. Projected end date of activity: <i>Summer of FY 2004</i>

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	<i>John J. Madden Senior Development</i>
1b. Development (project) number:	<i>NY23-3</i>
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<i>(September 2002)</i>
5. Number of units affected:	16
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <i>Summer of FY 2003</i> b. Projected end date of activity: <i>Summer of FY 2004</i>

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	<i>E. Mitchell Malette Senior Development</i>
1b. Development (project) number:	<i>NY23-5</i>
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<i>(September 2002)</i>
5. Number of units affected:	50
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <i>Summer of FY 2003</i> b. Projected end date of activity: <i>Summer of FY 2004</i>

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

[24 CFR Part 903.79 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <i>E. Mitchell Mallette</i> 1b. Development (project) number: <i>NY23-3</i>
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u><i>15/01/2000</i></u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: <b><i>100</i></b> 7. Coverage of action (select one) <input type="checkbox"/> Part of the development

Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description – *N/A*

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.

<b>Conversion of Public Housing Activity Description</b>	
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**

*Voluntary Conversion Initial assessment – NY023j01*

## **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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name: <i>Scattered Sites</i>	
1b. Development (project) number: <i>NY23-5</i>	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<i>(15/01/2001)</i>
5. Number of units affected: <i>11</i>	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" 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.) *Section 8 participants will be given opportunity to participant in Public housing homeownership program, if Pubic Housing residents do not qualify.*

2. Program Description: - *N/A*

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? 01/09/98

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; i to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

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

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 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)

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

*No longer required*

### **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) ***Complaint from residents***
  
3. Which developments are most affected? (list below)  
***Moxey Rigby***

#### **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)
  - Increased security*
  - Installed closed circuit TV*
  - Installed new entry and fire escape doors*
  - Installed new card access system*
  - Improved exterior lighting*

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

**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) ***Police work with PHA security staff to assist with apprehension.***

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

**D. Additional information as required by PHDEP/PHDEP Plan *(no longer required)***

PHAs eligible for FY 2003 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2003 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: )

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

*Pet Ownership Policy – ny023i01*

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.) **1999 audit**
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) *N/A*
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment

Other: (list below)

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
  - Attached at Attachment (File name) *N/A*
  - 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) *Residents were in agreement with plan contents.*

### **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) ***Residents must solicit 30 names on petition of PHA residents; Must be 21 years of age or older; Receiving PHA assistance***

- b. Eligible candidates: (select one)
- Any recipient of PHA assistance
  - Any head of household receiving PHA assistance
  - Any adult recipient of PHA assistance
  - Any adult member of a resident or assisted family organization
  - Other (list)
- c. Eligible voters: (select all that apply)
- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
  - Representatives of all PHA resident and assisted family organizations
  - Other (list)

### C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) *Nassau County*
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

*Housing rehabilitation assistance for extremely low, low and moderate-income households. Activities will be undertaken consortium-wide to maintain existing housing stock.*

*New construction of rental housing for extremely low-income and very low-income senior citizens.*

*Provision of housing and support services for others with special needs. The Nassau County will continue to provide assistance to senior citizens and other special needs populations through a range of CDBG public service activities.*

*The Housing Authority of the Village of Freeport as developed a not-for-profit corporation. The corporations' mission is to explore all avenues and to develop affordable housing for low-income and very low-income households within the PHA's jurisdiction.*

#### **D. Other Information Required by HUD**

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

## **Attachments**

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

# PHA Plan Table Library

## Component 7 Capital Fund Program Annual Statement Parts I, II, and II

### Annual Statement

### Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number                      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

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

**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

**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)

## 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	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>				



**DECONCENTRATION AND INCOME TARGETING POLICY  
FOR THE  
HOUSING AUTHORITY OF THE VILLAGE OF  
FREEPORT, NEW YORK**

**DECONCENTRATION AND INCOME TARGETING POLICY**  
*(of the Public Housing Admissions and Occupancy Policy)*

Sub-Title A, Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), establishes two interrelated requirements for implementation by Public Housing Authorities: (1) Economic Deconcentration of public housing developments and (2) Income Targeting to assure that families in the “extremely low” income category are proportionately represented in public housing and that pockets of poverty are reduced or eliminated. In order to implement these new requirements the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.

Therefore, the Housing Authority of the Village of Freeport (PHA) hereby affirms its commitment to implementation of the two requirements by adopting the following policies:

A. Economic Deconcentration:

Admission and Occupancy policies are revised to include the PHA’s policy of promoting economic deconcentration. Implementation of this program may require the PHA to determine the median income of residents in each development, determine the average income of residents in all developments, compute the Established Income Range (EIR), determine developments outside the EIR, and provide adequate explanations and/or policies as needed to promote economic deconcentration.

Implementation may include one or more of the following options:

- S Skipping families on the waiting list based on income;
- S Establishing preferences for working families;
- S Establish preferences for families in job training programs;
- S Establish preferences for families in education or training programs;
- S Marketing campaign geared toward targeting income groups for specific developments;
- S Additional supportive services;
- S Additional amenities for all units;
- S Ceiling rents;
- S Flat rents for developments and unit sizes;
- S Different tenant rent percentages per development;
- S Different tenant rent percentages per bedroom size;
- S Saturday and evening office hours;
- S Security Deposit waivers;
- S Revised transfer policies;
- S Site-based waiting lists;

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- S Mass Media advertising/Public service announcements; and

S Giveaways.

B. Income Targeting

As public housing dwelling units become available for occupancy, responsible PHA employees will offer units to applicants on the waiting list. In accordance with the Quality Housing and Work Responsibility Act of 1998, the PHA encourages occupancy of its developments by a broad range of families with incomes up to eighty percent (80%) of the median income for the jurisdiction in which the PHA operates. Depending on the availability of applicants with proper demographics, at a minimum, 40% of all new admissions to public housing **on an annual basis** may be families with incomes at or below thirty percent (30%) (extremely low-income) of the area median income. The offer of assistance will be made without discrimination because of race, color, religion, sex, national origin, age, handicap or familial status.

In order to implement the income targeting program, the following policy is adopted:

- < The PHA may select, based on date and time of application and preferences, two (2) families in the extremely low-income category and two (2) families from the lower/very low-income category alternately until the forty percent (40%) admission requirement of extremely low-income families is achieved (2 plus 2 policy).
- < After the minimum level is reached, all selections may be made based solely on date, time and preferences. Any applicants passed over as a result of implementing this 2 plus 2 policy will retain their place on the waiting list and will be offered a unit in order of their placement on the waiting list.
- < To the maximum extent possible, the offers will also be made to effect the PHA's policy of economic deconcentration.
- < The PHA reserves the option, at any time, to reduce the targeting requirement for public housing by no more than ten percent (10%), if it increases the target figure for its Section 8 program from the required level of seventy-five percent (75%) of annual new admissions to no more than eighty-five percent (85%) of its annual new admissions. (Optional for PHAs with both Section 8 and Public Housing programs)

## CAPITAL FUND PROGRAM TABLES START HERE

### Annual Statement /Performance and Evaluation Report Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:  <p style="text-align: center;"><b>FREEPORT HOUSING AUTHORITY</b></p>	Grant Type and Number: Capital Fund Program No: <span style="float: right;">NY36PO2350103</span> Replacement Housing Factor Grant No:	Federal FY of Grant:  <p style="text-align: center;"><b>2003</b></p>
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Original Annual Statement  
  Reserved for Disasters/Emergencies  
  Revised Annual Statement/Revision Number \_\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending \_\_\_\_\_  
  Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	125,000.00			
3	1408 Management Improvements	100,000.00			
4	1410 Administration	1,900.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	110,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	213,731.00			
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	25,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	50,000.00			
21	<b>Amount of Annual Grant (sums of lines 2-20)</b>	<b>\$625,631.00</b>			
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHA Name: <b>FREEPORT HOUSING AUTHORITY</b>		Grant Type and Number: Capital Fund Program No: <b>NY36PO2350103</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>2003</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	<b>Operations</b>	1406		125,000.00				
	<b>Subtotal</b>			<b>125,000.00</b>				
	<b>Management Improvements:</b>	1408						
	Staff time			50,000.00				
	Tenant Service Coordinator			50,000.00				
	<b>Subtotal</b>			<b>100,000.00</b>				
	<b>Administration:</b>							
	Printing & Advertisement	1410		1,900.00				
	<b>Subtotal</b>			<b>1,900.00</b>				
	<b>Fees &amp; Costs:</b>							
	A/E Services	1430		32,000.00				
	Modernization Consultant Fee	1430		48,000.00				
	Property Disposition Consultant	1430		30,000.00				
	<b>Subtotal</b>			<b>110,000.00</b>				
	<b>Dwelling Structures:</b>							
NY23-1	New Kitchen Cabinets	1460	50	213,731.00				
	<b>Subtotal</b>			<b>213,731.00</b>				
PHA-Wide	<b>Non-Dwelling Equipment:</b>							
	Computer	1475		10,000.00				
	Tools	1475		15,000.00				
	<b>Subtotal</b>			<b>25,000.00</b>				
	<b>Contingency</b>	1502		50,000.00				
	<b>Subtotal</b>			<b>50,000.00</b>				
	<b>2003 GRAND TOTAL</b>			<b>\$625,631.00</b>				



**Capital Funds Program Five Year Action Plan**  
**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 2 FFY Grant: 2004 PHA FY: 2004			Activities for Year: 2 FFY Grant: 2004 PHA FY: 2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NY23-1			PHA Wide	Operations:	
	Moxey Rigby	New Kitchen cabinets - remainder	223,651.00		Operations	125,000.00
	Apartments	of funds to complete 100% (50)			<b>Subtotal</b>	<b>125,000.00</b>
		Stairwell Protection (9500 sf)	48,000.00			
		<b>Total NY23-1</b>	<b>271,651.00</b>		<b>Management Improvements:</b>	
					Staff Time	50,000.00
					Computer Software	4,000.00
					Tenant Services Coordinator	50,000.00
					<b>Subtotal</b>	<b>54,000.00</b>
					<b>Administration:</b>	
					Printing & Advertisement	1,980.00
					<b>Subtotal</b>	<b>1,980.00</b>
					<b>Fees &amp; Costs:</b>	
					A/E Services	22,000.00
					Modernization Consultant Fee	50,000.00
Annual					Property Disposition Consultant	30,000.00
					<b>Subtotal</b>	<b>102,000.00</b>
					<b>Dwelling Equipment:</b>	
					Stoves	5,000.00
					Refrigerators	5,000.00
					<b>Subtotal</b>	<b>10,000.00</b>
					<b>Non-Dwelling Equipment:</b>	
					Computer (Hardware)	6,000.00
					Tools	5,000.00
					<b>Subtotal</b>	<b>11,000.00</b>
Statement					<b>Contingency</b>	50,000.00
					<b>Subtotal</b>	<b>50,000.00</b>
					<b>Total HA Wide</b>	<b>353,980.00</b>
		<b>Subtotal</b>	<b>271,651.00</b>		<b>Total of Estimated Cost for 2004</b>	<b>\$625,631.00</b>

# Capital Funds Program Five Year Action Plan

## Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 4 FFY Grant: 2005 PHA FY: 2005			Activities for Year: 4 FFY Grant: 2005 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NY23-1			PHA Wide	Operations:	
	Moxey Rigby	New Windows	271,651.00		Operations	125,000.00
	Apartments	<b>Total NY23-1</b>	<b>271,651.00</b>		<b>Subtotal</b>	<b>125,000.00</b>
					<b>Management Improvements:</b>	
					Staff Time	50,000.00
					Computer Software	4,000.00
					Tenant Services Coordinator	50,000.00
					<b>Subtotal</b>	<b>54,000.00</b>
					<b>Administration:</b>	
					Printing & Advertisement	1,980.00
				<b>Subtotal</b>	<b>1,980.00</b>	
				<b>Fees &amp; Costs:</b>		
				A/E Services	22,000.00	
				Modernization Consultant Fee	50,000.00	
				Property Disposition Consultant	30,000.00	
				<b>Subtotal</b>	<b>102,000.00</b>	
				<b>Dwelling Equipment:</b>		
				Stoves	5,000.00	
				Refrigerators	5,000.00	
				<b>Subtotal</b>	<b>10,000.00</b>	
				<b>Non-Dwelling Equipment:</b>		
				Computer (Hardware)	6,000.00	
				Tools	5,000.00	
				<b>Subtotal</b>	<b>11,000.00</b>	
				<b>Contingency</b>	50,000.00	
				<b>Subtotal</b>	<b>50,000.00</b>	
				<b>Total HA Wide</b>	<b>353,980.00</b>	
		<b>Subtotal</b>	<b>271,651.00</b>	<b>Total of Estimated Cost for 2005</b>	<b>\$625,631.00</b>	

Annual

Statement

# Capital Funds Program Five Year Action Plan

## Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 4 FFY Grant: 2005 PHA FY: 2005			Activities for Year: 4 FFY Grant: 2005 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NY23-1			PHA Wide	Operations:	
	Moxey Rigby	New Roof	271,651.00		Operations	125,000.00
	Apartments	<b>Total NY23-1</b>	<b>271,651.00</b>		<b>Subtotal</b>	<b>125,000.00</b>
					<b>Management Improvements:</b>	
					Staff Time	50,000.00
					Computer Software	4,000.00
					Tenant Services Coordinator	50,000.00
					<b>Subtotal</b>	<b>54,000.00</b>
					<b>Administration:</b>	
					Printing & Advertisement	1,980.00
				<b>Subtotal</b>	<b>1,980.00</b>	
				<b>Fees &amp; Costs:</b>		
				A/E Services	22,000.00	
				Modernization Consultant Fee	50,000.00	
				Property Disposition Consultant	30,000.00	
				<b>Subtotal</b>	<b>102,000.00</b>	
				<b>Dwelling Equipment:</b>		
				Stoves	5,000.00	
				Refrigerators	5,000.00	
				<b>Subtotal</b>	<b>10,000.00</b>	
				<b>Non-Dwelling Equipment:</b>		
				Computer (Hardware)	6,000.00	
				Tools	5,000.00	
				<b>Subtotal</b>	<b>11,000.00</b>	
				<b>Contingency</b>	50,000.00	
				<b>Subtotal</b>	<b>50,000.00</b>	
				<b>Total HA Wide</b>	<b>353,980.00</b>	
		<b>Subtotal</b>	<b>271,651.00</b>	<b>Total of Estimated Cost for 2006</b>	<b>\$625,631.00</b>	

# Capital Funds Program Five Year Action Plan

## Part II: Supporting Pages--Work Activities

Activities for Year 1	Activities for Year: 4 FFY Grant: 2005 PHA FY: 2005			Activities for Year: 4 FFY Grant: 2005 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NY23-1			PHA Wide	Operations:	
	Moxey Rigby	Funds to complete new Roof	256,651.00		Operations	115,000.00
	Apartments	<b>Total NY23-1</b>	<b>256,651.00</b>		<b>Subtotal</b>	<b>115,000.00</b>
					<b>Management Improvements:</b>	
					Staff Time	50,000.00
					Tenant Services Coordinator	50,000.00
					<b>Subtotal</b>	<b>100,000.00</b>
					<b>Administration:</b>	
					Printing & Advertisement	1,980.00
					<b>Subtotal</b>	<b>1,980.00</b>
Annual					<b>Fees &amp; Costs:</b>	
					A/E Services	22,000.00
					Modernization Consultant Fee	50,000.00
					Property Disposition Consultant	30,000.00
					<b>Subtotal</b>	<b>102,000.00</b>
					<b>Dwelling Equipment:</b>	
					Stoves	5,000.00
					Refrigerators	5,000.00
					<b>Subtotal</b>	<b>10,000.00</b>
					<b>Non-Dwelling Equipment:</b>	
Statement					New car	40,000.00
					<b>Subtotal</b>	<b>40,000.00</b>
					<b>Total HA Wide</b>	<b>368,980.00</b>
		<b>Subtotal</b>		<b>256,651.00</b>	<b>Total of Estimated Cost for 2007</b>	<b>\$625,631.00</b>

Housing Agency of the Village of Freeport  
Attachment: ny023d01

A. Substantial Deviation from the 5-Year Plan:

- Any change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives as a whole; and
- 50% or more decrease in the quantifiable measurement of any individual goal or objective.

B. Significant Amendment or Modification to the Annual Plan:

- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement;
- Any change in a policy or procedure that requires a regulatory 30 day posting, such as changes in the Admission's policy, changes affecting rent or the organization of the Waiting List;
- Any change being submitted to HUD that requires a separate notification to residents, such as changes in the Hope VI, Public Housing Conversion, Demolition/Disposition, Designated Housing or Public Housing Homeownership programs; and
- Any change in policy or operations that is inconsistent with the applicable Consolidated Plan.

## Housing Authority of the Village of Freeport

### Required Attachment NY023e01: Resident Member on the PHA Governing Board

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

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

*Charlene Ladson*

*Gladys Vailes*

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

Elected

Appointed

C. The term of appointment is (include the date term expires): *Charlene Ladson - 7-01 to 7-03, Gladys Vailes 7-02 to 7-04*

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

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

Other (explain):

B. Date of next term expiration of a governing board member: *7-1-03*

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): *William Glacken, Mayor*

# Housing Authority of the Village of Freeport

## Required Attachment NY023f01: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description)

1. *Standford Gurney*
2. *Vicky Grodon*
3. *Gonzales Jones*
4. *Charlene Ladson*
5. *Yvette Martin*
6. *Gladys Vailes*
7. *Vera Simpkins*
8. *Louise Hawthorne*

## Housing Authority of the Village of Freeport

Attachment: ny023g01

### **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.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
			1.
			2.
			3.

Note: When completing this attachment for the PHA Plan, pull this template from the HUD PHA Plan Website. The explanation and policy columns will expand as the chosen explanations or policies are entered.

E:\NELROD.CO\2002\PHA Plan Files\PHA Plan-Deconcentration Compliance\Deconattachment.doc

**PHA Goals and Objectives:**

<b>Housing Authority of the Village of Freeport</b> <i>Attachment: NY023h01</i>	Check anticipated year of completion: 0 = Ongoing Activity					
	0	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
<b>PLANNING AND ADMINISTRATION</b> <i>FHA accomplishments: – During FY 2002, the PHA has provided training opportunities to staff to make then knowledge of QHWRA. Training paid for through Operating and Capital Funds. Goals and objectives in this section has been achieved.</i>						
<b><u>Knowledge of New Laws and Changes in Housing Issues</u></b> <b>Goal:</b> Make staff and board members knowledgeable as needed regarding the new housing requirements of the Quality Housing and Work Responsibility Act of 1998 (H.R. 4194); and (any other laws and changes) as they occur regarding housing, community, and economic development.	4					
<b>Objective: <u>Provide Training Opportunities</u></b> On an ongoing basis, the Executive Director, or designee, shall identify and secure available training opportunities for staff and the board as needed.	4					
<b><u>Measurement of Objectives</u></b> The completion of this objective shall be measurable by the completion of training activities.	4					
<b><u>Planning Process for the Agency Plan(s)</u></b> <b>Goal:</b> To provide for the planning involved in the development/maintenance and revision of the Agency Plan and subsequent plan submissions.	4					
<b>Objective: <u>Monitor Plan Activities</u></b> The PHA will monitor plan activities on an ongoing basis and provide for plan modifications in accordance with regulatory requirements.	4					
<b><u>Evaluation of the Objectives</u></b> Evaluation of this objective shall be measurable by the review of plan monitoring activities/documents and modifications made during the plan year; and by the documentation of planning activities, meetings, and maintenance of invoices with the budgeted amount.	4					
<b><u>Up-to-Date Policies—New, Revised or Reviewed</u></b> <b>Goal:</b> To ensure continued policy reviews, revisions or the development of new policies for the provision of services described under the Housing Act of 1937 and the Quality Housing and Work Responsibility Act of 1998 (H.R. 4194). To provide for comment by the residents and by the public and approval by the appropriate entity.	4					
<b>Objective: <u>Provide for Staff/Commissioner Training on New or Revised Policies</u></b> The Executive Director of designee will ensure that training is provided to staff and commissioners on any new or revised policy, as needed.	4					
<b><u>Measurement of Objective</u></b> Evaluation of this objective shall be measurable by the provision of the notice to all persons identified and the provision of the written narrative of policy changes and the provision of copies of the policies. The PHA shall maintain a listing of all persons requesting and receiving copies of said policies to document the percentage of interest and receipt of the policies by participants.	4					
<b><u>Operational Provisions</u></b> <b>Goal:</b> To provide for administration, management, personnel, supervision, human, economic and community resource management, fiscal management, procurement, reporting and auditing activities necessary for the efficient operation of the PHA.	4					
<b>Objective: <u>Assurance of Operational Requirements</u></b> The PHA shall provide for staffing, training, equipment, facilities and other related items to ensure the efficient administration, management, supervision, human, economic and community resource development, procurement, fiscal management, reporting and auditing of PHA operations. The activities may be budgeted and charged as a direct program cost on a pro-rated basis or as planning and administrative cost as budgeted.	4					
<b><u>Partnerships</u></b> <b>Goal:</b> To develop and expand partnerships and funding sources.	4					
<b>Objective: <u>Identify Resources</u></b> The PHA may identify resources to obtain materials and data relative to housing, community and economic development.	4					
<b><u>Reimbursement for Plan Development Cost</u></b> <b>Goal:</b> To provide for the reimbursement of administrative cost associated with the development of the Five-Year or One-Year Plan(s).						4

<b>Objective: <u>Cost Reimbursement</u></b> The PHA will provide for the reimbursement of administrative cost and cost associated with the development of the Housing Plan(s) from the HUD allocation amount as budgeted.						<b>4</b>
<b><u>Measurement Objective</u></b> Completion of this objective shall be measured by the completion of the repayment as soon as possible upon receipt of HUD funds.						<b>4</b>
<b><u>Review Annual Plan and Budgets, Prepare Modifications or Revisions</u></b> <b>Goal:</b> The Executive Director or designee shall review the annual plan goals, objectives, budgets and prepare needed modifications based upon these reviews and any identified constraints or delays in implementation and submit for approval by the Board of Commissioners.		<b>4</b>				
<b><u>Measurement of Objective</u></b> Measurable upon completion of reviews and modifications as needed.		<b>4</b>				
<b>FINANCIAL RESOURCES –</b> <i>FHA accomplishments: – During FY 2002, the PHA has attempted to maintain costs but because of the increase in fuel, may not be able to determine bottom line until the end of fiscal year. But, as of this date, PHA has been able to maintain an adequate reserve account. Goals and objectives in this section have been achieved</i>						
<b><u>Management of Resources</u></b> <b>Goal:</b> To ensure that resources are managed in a manner which generates a positive cash flow and provides for an accumulation of income over expenses and maintains an adequate reserve account for future housing needs for low income persons.	<b>4</b>					
<b>Objective: <u>Written Financial Policies and Procedures</u></b> The PHA shall obtain assistance in providing written financial management and investment of funds procedures that comply with applicable regulatory requirements to be approved by the Board of Commissioners.	<b>4</b>					
<b><u>Measurement of Objective</u></b> This objective may be measured by the completion of evaluation of said policies and procedures and approval of policies and procedures and/or modifications by the Board of Commissioners.	<b>4</b>					
<b>Goal:</b> The Executive Director or designee will evaluate the income and expenses to ensure a positive cash flow and to insure that the anticipated accumulation of reserves for investments is maintained.	<b>4</b>					
<b>Objective: <u>Maintain Reserve Funds</u></b> The PHA may establish a reserve for the repair and replacement of components for housing units and provide for future funding for modernization repairs and replacements and other housing purposes as identified in future years.	<b>4</b>					
<b>Objective: <u>Continue Section 8 Program</u></b> The PHA shall continue activities for the Section 8 Rental assistance program operations.	<b>4</b>					
<b>Objective: <u>Investments</u></b> The PHA will draw down funds as allowed for investments and/or operations and invest these funds in approved funds according to regulatory requirements, amounts allowed for this purpose and the investment policy of the PHA.	<b>4</b>					
<b><u>Measurement of Objectives</u></b> These objectives may be measured by the accumulation of reserves as indicated for future years and/or investments and the establishment of the reserve and the deposit of reserve funds.						<b>4</b>
<b>HOUSING MANAGEMENT SERVICES</b> <i>FHA accomplishments: – During FY 2002, PHA has maintained staffing, equipment, insurance, training, facilities and related costs associated with the administration and operation of housing previously developed under the 1937 Housing Act. They have also computerized the waiting lists, assigned local preferences and insured that new applicants are income eligible as indicated in the Admissions and Occupancy Policy. Goals and objectives in this section have been achieved during this fiscal year.</i>						
<b><u>Continue Operation and Administration of Housing Units</u></b> <b>Goal:</b> To provide for the continued administration of housing units developed under the 1937 Housing Act according to policies and procedures.	<b>4</b>					<b>4</b>
<b>Objective: <u>Provision of Operational Needs</u></b> The PHA will provide staffing, equipment, insurance, training, facilities and related cost associated with the administration and operation of housing previously developed under the 1937 Housing Act.						<b>4</b>

<b>Objective: <u>Application Processing</u></b> On an ongoing basis, the PHA In-Take Department will provide for program marketing, outreach and the acceptance and processing of applications for services. A pre-application process will be utilized to determine available assistance for each applicant.	4					
<b>Objective: <u>Waiting List Maintenance</u></b> The PHA will provide for the development and maintenance of a waiting list of applicants in accordance with program regulations.	4					
<b>Objective: <u>Updating Applicant Data</u></b> The PHA will provide for the updating of applicant data as changes occur, and for the verification of the applicant data prior to admission.	4					
<b>Objective: <u>Training</u></b> The PHA will provide training for staff and commissioners.	4					
<b>Objective: <u>Physical Needs Assessment</u></b> The PHA will seek professional assistance in preparing the physical needs assessment.	4					
<b>Objective: <u>Preparation of Work</u></b> The PHA will provide for preparation of work specifications and drawings.	4					
<b>Objective: <u>Maintain Public Housing and Homeownership Units in Standard Condition</u></b> According to regulations and policies, the PHA shall provide for the physical inspection of all housing units and shall conduct maintenance work as identified during annual inspections or otherwise identified in order to maintain all units in standard condition.	4					
<b>Objective: <u>Maintain Occupancy and Enforce Collection Procedure</u></b> The PHA will maintain occupancy and ensure the pursuit and enforcement of collection procedures at a level to achieve the status of "high performer" according to the PHMAP/PHAS system of assessment.	4					
<b>Objective: <u>Operational Requirements</u></b> The agency plan will provide for insurance, inspections, renovations and construction or repairs and other needs as determined by a physical needs assessment.						4
<b><u>Measurement of Objectives</u></b> The completion of activities and evaluation of <u>each</u> objective described will separately be measured according to the resulting outcome.						4
<b>MODERNIZATION</b>						
<i>FHA accomplishments: – During FY 2002, all goals and objectives in this section were achieved.</i>						
<b><u>Services and Activities</u></b> <b>Goal:</b> To provide staffing, facilities, equipment and other related cost for the provision of modernization services and activities as detailed below:						4
<b>Objectives:</b> Purchase of construction equipment, materials and supplies.						4
Complete modernization repairs <u>as detailed within the plan</u> to provide for the rehabilitation of units.						4
Provide training concerning the Uniform Inspection System used by HUD.						4
Provide for annual unit inspections.						4
Provide for the provision of facilities, playground equipment, fences, site improvements and security items						4
Ensure inspection code compliance.						4
Provide fiscal management in accordance with OMB regulations.						4
Provide for all accounts receivable, payable and records management.						4
Provide monthly and other required reports.	4					4
Provide for program fund audits.						4
Provide staff, program and administrative supervision.						4

Provide for program policy development.										4
<b>Measurement of Objectives</b> The objectives will be measured by the completion of activities as identified for units under the modernization program.										4
<b>Continue of Modernization Activities</b> <b>Goal:</b> To continue the modernization activities as previously awarded according to existing agreements, budgets and timeliness and provide additional assistance HUD funds.										4
<b>Objective: Future Plans for Modernization</b> The PHA will continue to identify future needs for the development of future plans										4
<b>Funding for Affordable Housing</b> <b>Goal:</b> To utilize HUD and/or other funding for affordable housing activities through equity investments, interest-bearing loans or advances, non-interest bearing loans or advances interest subsidies, loan guarantees or any other form of assistance that has been determined to be consistent with the HUD purpose.										4
<b>HOMEOWNERSHIP-- DEVELOPMENT—ACQUISITION &amp; REHABILITATION</b>										
<i>FHA accomplishments: – During FY 2002, PHA has prepared an application to be submitted to HUD to convert 11 scattered site units into homeownership opportunity for current residents who qualify.</i>										
<b>ACQUISITION - For the acquisition of homeownership units.</b> <b>Goal:</b> To provide for the acquisition of housing units within the jurisdictional service area	4									
<b>Objective: Identify Units for Acquisition</b> On an ongoing basis, the PHA will identify existing units for acquisition that meet the program requirements and housing needs of the applicant.	4									
<b>SAFETY, SECURITY AND CRIME PREVENTION</b>										
<i>FHA accomplishments: – During FY 2002, PHA installed closed circuit TV cameras, card access system and delay egress system in Moxey Rigby. Goals and Objectives have been achieved in this section.</i>										
<b>Provision for Safety and Crime Prevention</b> <b>Goal:</b> The PHA shall provide for the provision of PHA security services, the provision of crime prevention and safety services/activities of PHA properties in accordance with identified needs, budgets and in consultation with local law enforcement.	4									
<b>Provide a Drug Elimination Program</b> <b>Goal:</b> The PHA shall provide drug elimination programs and assistance to participants through the HUD Drug Elimination grant program.	4									
<b>Safety, Policy, Hazard Prevention</b> <b>Goal:</b> The PHA will provide for a safety policy, safety testing and hazard prevention.										4
<b>Objective: Safety Testing, Safety Policy and Prevention Activities</b> The PHA may, as identified, provide for a written safety policy, safety testing and prevention activities, including; the installation of smoke alarms, dead-bolt locks, lighting lead-based paint testing/abatement, speed bumps, safety training and other related cost.	4									
<b>PLANNING AND ADMINISTRATION</b>										
<b>Public Housing Assessment System (PHAS)</b>										
<i>FHA accomplishments: – During FY 2002, PHA received passing PHAS score on these items.</i>										
<b>INDICATOR #1 (30 Points) PHYSICAL CONDITION</b> <b>Goal:</b> To obtain the maximum score under PHAS Indicator #1.	4									
<b>INDICATOR #2 (30 Points) FINANCIAL CONDITION</b> <b>Goal:</b> To obtain the maximum score under PHAS Indicator #2.	4									
<b>INDICATOR #3 (30 Points) MANAGEMENT OPERATIONS</b> <b>Goal:</b> To obtain the maximum score under PHAS Indicator #3.	4									
<b>INDICATOR #4 (10 Points) RESIDENT SERVICE AND SATISFACTION (10 POINTS)</b> <b>Goal:</b> To obtain the maximum score under PHAS Indicator #4.	4									
<b>AGENCY PLAN DEVELOPMENT</b> <b>Goal:</b> To provide for the development and timely submission of Agency Plans and related reporting as required by HUD.	4									
<b>Objective: Annual Cost Allocation for Planning and Administration</b> The PHA will utilize a portion of its annual allocation of HUD funds for the activities, related cost	4									

of developing Five-Year and Annual Agency Plans to cover the cost for planning and administration, to include: cost of overall program and/or administrative management; coordination monitoring and evaluation, preparation of the Five-Year and Annual Plans, updates or revisions, preparation of required performance and financial reports and for collection of related data. Cost will also cover any overhead cost of staff and overhead directly related to carrying out the housing activities to the extent allowable at the discretion of the recipient.						
<b>Objective: Professional Contractual Assistance</b> The PHA shall provide for contractual professional assistance in the creation of the Agency Plans as required and staffing, equipment, facilities and related costs for the collection and maintenance of data as needed/required for the development of future plans.	4					
<b>Adequate Staffing, Training, Equipment, Facilities</b> <b>Goal:</b> To provide adequate staffing, training, equipment, facilities and other related items to ensure the efficient management, supervision, human resource development, procurement and fiscal management of PHA operations.	4					
<b>Objective: Development of Annual Plan and Budgets</b> On an annual basis, the PHA will identify needs, develop plans and budgets to ensure that adequate staffing, training, equipment, facilities and other identified cost/items are adequate for the efficient management, supervision, human resource development, procurement and fiscal management of PHA operations.	4					
<b>FINANCIAL RESOURCES</b>						
<i>FHA accomplishments: – During FY 2002, PHA has achieved these goals and objectives as explained under Financial Resources section above.</i>						
<b>Financial Management of Resources</b> <b>Goal:</b> To ensure that financial resources are managed in a manner, which generates a positive cash flow, provides for an accumulation of income over expenses, provides resources for leveraging and maintains an adequate reserve account.	4					
<b>Objective: Written Financial Policies</b> The PHA will provide for written policies regarding financial management and investment of funds that comply with the applicable regulatory requirements to be approved by the Board of Commissioners.	4					
<b>Objective: Maximum Utilization of Program Income</b> The PHA will utilize income generated from the funding of program activities towards the establishment of perpetual services/programs and/or may be budgeted within other housing activities as allowed.	4					
<b>Maximum Utilization of Capital and Operating Funds</b> <b>Goal:</b> To utilize Operating and Capital Funds to the maximum extent possible to provide optimum service on behalf of the residents of low income housing, and to properly maintain PHA property, equipment and all other assets in order to provide decent, safe and sanitary housing.	4					
<b>Objective: Funding for Overall Operation</b> The PHA will utilize funding under operating and capital funding in compliance with regulatory requirements and will provide for administrative, management, maintenance and modernization repairs and replacements and other approved programs as needed in future.	4					
<b>HOUSING OPERATIONS, MANAGEMENT AND MAINTENANCE PLAN</b>						
<i>FHA accomplishments: – During FY 2002, PHA established Flat Rent, maintained housing stock in safe, sanitary and decent condition.</i>						
<b>Management Operational Services</b> <b>Goal:</b> To provide for management services for affordable public housing; including preparation of work specifications, loan processing, inspections, maintenance, resident selection, management of tenant-based rental assistance and management of affordable public housing developments and special community service programs such as self-sufficiency and homeownership, and, to ensure periodic review and revision of the policies, based upon regulatory changes, or actions of Congress, HUD and/or the Board of Commissioners	4					
<b>Objective: Establish Flat Rents</b> The PHA plans to contract with a professional to comply with QHWRA requirements to perform rent reasonableness market analysis and establish flat rents.	4					
<b>Objective: Designation of Public Housing for Elderly and Disabled Families</b> The PHA will identify developments or portions thereof to designate for elderly and disabled housing, and submit an application to HUD.	4					

<b>Objective:</b> <u>Comply with QHWRA Income Targeting Requirements</u> The PHA establish internal procedures and public housing marketing strategies to meet the income targeting stipulations.	4					
<b>Basic Requirement to Maintain Housing Units</b> <b>Goal:</b> To maintain the housing stock of the PHA in a safe, sanitary and decent condition and as required by law.	4					
<b>Objective:</b> <u>Provisions for Maintenance</u> The annual housing plan will include provisions for the inspection, insurance and maintenance of the existing housing stock. Maintenance repairs will be made by utilizing the Operating and/or Capital funds and/or by ensuring compliance by residents with the requirements to maintain their homes and property.	4					
<b>Strengthening Administrative Capabilities</b> <b>Goal:</b> To provide for the continued administration and strengthening of the administrative capabilities of the PHA, including staff and board of commissioners.	4					
<b>Objective:</b> <u>Training for Staff and Board of Commissioners</u> The PHA will ensure training activities for the maintenance of administrative capabilities of the PHA, including staff and board of commissioners.	4					
<b>Preparation of Work</b> <b>Goal:</b> To provide for the work specifications and drawings, inspections, and the maintenance of housing units.	4					
The PHA shall provide for the inspection of units, ( <i>according to unified inspection standards</i> ), renovation, and/or construction work as provided for within approved policies, procedures, and/or contracts.	4					
The PHA shall provide for the maintenance of units and/or facilities as provided within the annual plan of activities and budget for these purposes.	4					
<b>MODERNIZATION</b>						
<i>FHA accomplishments: – During FY 2002, all goals and objectives in this section were achieved.</i>						
<b>Maintaining Marketability</b> <b>Goal:</b> To provide for the preservation and marketability of existing units by identifying and providing modernization renovations and/or repairs; assessing the cost of conversion of public housing units to Section 8 according to H.R. 4194 and a plan for demolition/disposition.	4					
<b>Objective:</b> <u>Modernization - Repairs and Service</u> To provide for the provision of modernization renovations and/or repairs and services as detailed in the annual plan and budget.	4					
<b>Objective:</b> <u>Annual Review of Funding Needs</u> To review annually the capital fund (modernization) needs of existing units and develop narrative descriptions of the modernization activities and budget needs/justification to be included in the PHA Annual Plan and Budget.	4					
<b>Objective:</b> <u>Annual Identification of Plan Priorities</u> To review and utilize annual unit inspections, work order reports, and public comments to assist with the development of an agency plan and identification of plan priorities.	4					
<b>OPERATING (1937 HOUSING ACT)</b>						
<i>FHA accomplishments: – During FY 2002, the PHA met its goals by continued the administration and operation of housing units developed under the 1937 Housing Act, has begun the process of linking residents with housing services and has examine problems and developed solutions for the delivery of housing and supportive services.</i>						
<b>Continued Operation Under Regulatory Requirements</b> <b>Goal:</b> To provide for the continued administration and operation of housing units developed under the 1937 Housing Act, according to regulatory requirements, approved policies and procedures governing the units and/or programs.	4					
<b>Objective:</b> <u>Provision for Referrals and Supportive Services</u> To link participants to housing and supportive services, strategies may include: developing projects to examine the needs and benefits of supportive services in multi-family and single family housing communities; providing housing counseling and case management; provide consumer education that will teach low-income persons to create a family budget; manage credit; care for a household; provide proper care for their children, examine problems and develop solutions for the delivery of housing and supportive services.				4		

	0	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
<b>SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (SEMAP)</b>						
<i>FHA accomplishments: – During FY 2002, the PHA has the goals in all SEMAP indicators.</i>						
<b>INDICATOR #1 (15 Points)</b>						
<b>SECTION FROM THE WAITING LIST</b>						
<b>To obtain the maximum score under SEMAP Indicator #1:</b>		4				
<b>Goal:</b> Have written admissions policies in the Administrative Plan and demonstrate that 98% of the applicants/admissions were selected from the waiting list in accordance with the policies.						
<b>INDICATOR #2 (20 Points)</b>						
<b>RENT REASONABLENESS</b>						
<b>To obtain the maximum score under SEMAP Indicator #2:</b>	4					
<b>Goal:</b> The PHA has a written method and documents at least 98% at initial lease.						
<b>Objective:</b>		4				
Revise rent reasonableness system to meet new requirements.						
<b>INDICATOR #3 (20 Points)</b>						
<b>DETERMINATION OF ADJUSTED INCOME</b>						
<b>To obtain the maximum score under SEMAP Indicator #3:</b>	4					
<b>Goal:</b> In at least 90% of sample files, the PHA obtains and uses third party verifications of reported income (or file documents why it was not obtained); the PHA applies the correct deductions; and uses the appropriate utility allowances for the leased unit.						
<b>INDICATOR #4 (5 Points)</b>						
<b>UTILITY ALLOWANCE SCHEDULE</b>						
<b>To obtain the maximum score under SEMAP Indicator #4:</b>		4				
<b>Goal:</b> The PHA has reviewed utility rate date within twelve months and adjusted schedule if there has been a change of 10% or more in a utility rate since the last schedule was revised.						
<b>Objective:</b>		4				
Develop system to document annual utility allowance reviews.						
<b>INDICATOR #5 (5 Points)</b>						
<b>H.Q.S. QUALITY CONTROL INSPECTION</b>						
<b>To obtain the maximum score under SEMAP Indicator #5:</b>			4			
<b>Goal:</b> Five percent (5%) of approved unit inspections are re-inspected for quality control.						
<b>INDICATOR #6 (10 Points)</b>						
<b>HOUSING QUALITY STANDARD ENFORCEMENT</b>						
<b>To obtain the maximum score under SEMAP Indicator #6:</b>	4					
<b>Goal:</b> The PHA takes appropriate action; correction of life-threatening deficiencies within 24 hours and in at least 98% of sample files, all HQS deficiencies are corrected within 30 days (or within PHA extension period). If family is determined to have caused certain defects, the PHA takes prompt action to enforce family obligations.						
<b>INDICATOR #7 (5 Points)</b>						
<b>EXPANDING HOUSING OPPORTUNITIES</b>						
<b>To obtain the maximum score under SEMAP Indicator #7:</b>	4					
<b>Goal:</b> The PHA will adopt and implement a written policy and to encourage participation by owners outside poverty areas; provide maps of jurisdictions and neighboring jurisdictions; provide a list of owners willing to rent to Section 8 and organizations to help families find units outside poverty areas; explain portability in briefings and provide contacts; analyzes families' difficulties in finding units and seek HUD approval for area exception rents, if applicable.						
<b>INDICATOR #8 (5 Points)</b>						
<b>FAIR MARKET RENT</b>						
<b>To obtain the maximum point possible under Indicator #8:</b>		4				
<b>Goal:</b> Excluding the over-FMR tenancies, the PHA will make certain that at least 98% of initial certificate gross rents are at or below FMR/exception rents and voucher payment standards are not greater than FMR/exception rents, but are not less than 80% of FMR/exception						

rent limit (unless approved by HUD).						
<b>INDICATOR #9 (10 Points)</b>						
<b>ANNUAL RE-EXAMINATIONS</b>						
<b>To obtain the maximum points possible under Indicator #9:</b>			4			
<b>Goal:</b> Less than 5% of re-exams are conducted late.						
<b>INDICATOR #10 (5 Points)</b>						
<b>CORRECT TENANT RENT CALCULATIONS</b>						
<b>To obtain the maximum points possible under Indicator #10:</b>		4				
<b>Goal:</b> Two percent (2%) or fewer rent calculation errors.						
<b>INDICATOR #11 (5 Points)</b>						
<b>PRE-CONTRACT INSPECTION</b>						
<b>To obtain the maximum points possible under Indicator #11:</b>		4				
<b>Goal:</b> Two percent (2%) or more units passed inspection before HAP contract effective date.						
<b>INDICATOR #12 (10 Points)</b>						
<b>ANNUAL H.Q.S. INSPECTIONS</b>						
<b>To obtain the maximum points possible under Indicator #12:</b>		4				
<b>Goal:</b> Fewer than five percent (5%) of HQS annual inspections are not made within a 12 months period.						
<b>INDICATOR #13 (20 Points)</b>						
<b>LEASE-UP</b>						
<b>To obtain the maximum points under Indicator #13:</b>		4				
<b>Goal:</b> 98% or more of budgeted units are leased						
<b>INDICATOR #14 (10 Points)</b>						
<b>FAMILY SELF-SUFFICIENCY PROGRAM-MAINTAIN ENROLLMENT AND ESCROW BALANCES AS REQUIRED</b>						
<b>Objective:</b> Verify MTCS data		4				
<b>BONUS INDICATOR (5 Points)</b>						
<b>DECONCENTRATION EFFORTS/DEVELOPMENT OF MONITORING SYSTEM</b>						
<b>Other Section 8 Goals</b>		4				
<b>Goal:</b> Implement changes mandated by QHWRA in a timely manner pursuant to H.R. 4194 or Federal Regulations: 4 Update the Administrative Plan 4 Establish an income targeting and documentation system. 4 Establish non-citizen procedures 4 Develop procedures concerning rent changes for TANF participants						

<b>COMMUNITY SERVICES AND SELF-SUFFICIENCY</b>					
<i>FHA accomplishments: – During FY 2002, the PHA has adopted and implemented a Community Service Policy.</i>					
<b>Objective:</b> <u>Feasibility for Creating a “Non-Profit” Band or Department and Assistance to Resident Organizations</u> The PHA will determine the feasibility of creating a “non-profit” brand/department and maintain assistance to resident organizations to create non-profit organizations and applying for a designation as a “501 C3” tax exempt organization with the Internal Revenue Service.	4				
<b>Objective:</b> <u>Data Maintenance for Modification of Five Year or One Year Plans</u> The PHA will maintain data to assist with the periodic development/modification of the one-year and five-year plans to meet the needs identified.	4				
<b>Identify and Develop Community and Economic Development</b> <b>Goal:</b> To identify and develop community and economic development opportunities within the jurisdictional service area. These opportunities will promote self-sufficiency, education and economic independence.	4				
<b>Partnerships Among Government and Private Sectors</b> <b>Goal:</b> To extend and strengthen partnerships among all levels of government and the private sector, including for profit and non-profit organizations in the production and operation of housing affordable to low income families.	4				
<b>Objective:</b> <u>Maintain Existing Partnerships for Affordable Housing and Service Provisions</u> The PHA will continue to maintain existing partnership agreements, cooperative agreements with various government, federal, state, private, profit and non-profit entities for the production of affordable housing and the provision of supportive services.	4				
<b>Objective:</b> <u>Expansion of Efforts to Develop and Strengthen Partnerships</u> The PHA will expand its efforts to develop and strengthen partnerships for the production and operation of affordable housing and the provision of supportive services.	4				
<b>Objective:</b> <u>Assistance for Establishment of Resident Organizations or Corporations</u> The PHA may provide assistance as requested to assist residents in the establishment of Resident Organizations/Corporations.	4				
<b>SAFETY, SECURITY AND CRIME PREVENTION</b>					
<i>FHA accomplishments: – During FY 2002, PHA installed closed circuit TV cameras, card access system and delay egress system in Moxey Rigby. Goals and Objectives have been achieved in this section.</i>					
<b>Provision for Safety, Security, Crime Prevention, Drug Elimination and Hazard Testing</b> <b>Goal:</b> To provide for the provision of security services, crime prevention and safety services/activities for the PHA properties in accordance with identified needs, budgets and consultation with local law enforcement.	4				
<b>Objective:</b> <u>Drug Elimination Program</u> The PHA shall provide drug elimination programs and assistance to participants through the HUD Drug Elimination grant program.	4				
<b>Objective:</b> <u>Mandatory Resident Training and Drug Elimination Programs</u> The PHA will continue resident training to include drug prevention programs and expand youth programs.	4				
<b>Application Screening</b> <b>Goal:</b> To provide for adequate criminal history background checks and history of drugs and alcohol abuse.	4				
<b>Objective:</b> <u>Revision of Admissions and Occupancy Policy</u> To revise admissions and occupancy policy to include legal language for performing criminal history background checks and history of drug and alcohol abuse. The PHA will contract with a professional to write/update the Admissions and Occupancy policy.	4				
<b>Provision and Coordination of Law Enforcement Service</b> <b>Goal:</b> To ensure that security/law enforcement services are coordinated and provided within the service area. To study the feasibility of expanding the tenant and community patrols.	4				
<b>Objective:</b> <u>Funding Resources for Security Services</u> The PHA will assist to identify resources to ensure that security services are provided in areas targeted for assistance, based on criminal activity, population, and records maintained on a development-by-development basis.	4				

# **FREEMPORT HOUSING AUTHORITY**

## **Pet Policy**

### **Section I.**

- 1) Pet ownership: A tenant may own one or more common household pets or have one or more common household pets present in the dwelling unit of such tenant, subject to the following conditions:
  - a) Each Head of Household may own up to two pets. If one of the pets is a dog or cat, (or other four legged animal), the second pet must be contained in a cage or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.
  - b) If the pet is a dog or cat, it must be neutered/spayed by the age of six (6) months, and cats must be declawed by the age of three (3) months. The evidence can be provided by a statement/bill from a veterinarian and/or staff of the humane society. The evidence must be provided prior to the execution of this agreement and/or within ten (10) days of the pet becoming of the age to be neutered/spayed or declawed. Tenant must provide waterproof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Tenant shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed twenty (20) pounds in weight (fully grown). All other four legged animals are limited to ten (10) pounds (fully grown).
  - c) If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.
  - d) If the pet is a fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and non-hazardous manner.
  - e) If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, applicable. Evidence of inoculations can be provided by a statement/bill from veterinarian or staff of the humane society and must be provided before the execution of this agreement.
  - f) All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside it must be taken outside on a leash and kept off other Tenant lawns. Also, all pets must wear collars with identification at all times. Pets without a collar will be picked-up immediately and transported to the Humane Society or other appropriate facility.

- g) All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not considered to be under the control of an adult. Pets which are unleashed, or leashed and unattended, on HA property may be impounded and taken to the Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff has to take a pet to the Humane Society the Tenant will be charged \$50.00 to cover the expense of taking the pet(s) to the Humane Society.
- h) Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is reported to HA staff that a pet(s) has been left unattended for more than twenty-four (24) consecutive hour period, HA staff may enter the unit and remove the pet and transfer the pet to the humane society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Tenant. In the case of an emergency, the HA will work with the resident to allow more than twenty-four (24) hours for the resident to make accommodations for the pet.
- i) Pet(s), as applicable, must be weighed by a veterinarian or staff of the humane society. A statement containing the weight of the pet must be provided to the HA prior to the execution of this agreement and upon request be the HA.

**Note:**

**Any pet that is not fully grown will be weighed every six months. Also, any pet that exceeds the weight limit at any time during occupancy will not be an eligible pet and must be removed from FHA property.**

- 2) Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and not local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of by the tenant to avoid any unpleasant and unsanitary odor from being in the unit.
- 3) Prohibited Animals: Animals or breeds of animals that are considered by the HA to be vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, rottweiler, doberman pinscher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by a HA representative prior to the execution of this addendum.
- 4) Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other tenants. The terms, "disturb, interfere or diminish" shall include but not be limited

to barking, howling, chirping, biting, scratching and other like activities. This includes any pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more and therefore disturbs any person any time of the day or night. The Housing Manager will terminate this authorization if a pet disturbs other tenants under this section of the lease addendum. The Tenant will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.

- 5) If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem in the area of cleanliness and sanitation, the Housing Manager will notify the tenant, in writing, that the animal must be removed from the Public Housing Development, within ten (10) days of the date of the notice from the HA. The Tenant may request a hearing, which will be handled according to the HA's established grievance procedure. The pet may remain with the tenant during the hearing process unless the HA has determined that the pet may be a danger or threat to the safety and security of other persons. If this determination has been made by the HA, the pet must be immediately removed from the unit upon receipt of the notice from the HA.
- 6) The Tenant is solely responsible for cleaning up the waste of the pet within the dwelling and on the premises of the public housing development. If the pet is taken outside it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage receptacle for their unit. If the HA staff is required to clean any waste left by a pet, the Tenant will be charged \$25.00 for the removal of the waste.
- 7) The Tenant shall have pets restrained so that maintenance can be performed in the apartment. The Tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Tenant shall be charged a fee of \$25.00. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained may be impounded by animal control officers or by HA staff and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff takes a pet to the Humane Society the Tenant will be charged additional \$50.00 to cover the expense of taking the pet(s) to the Humane Society. The housing authority shall not be responsible if any animal escapes from the resident due to maintenance, inspections or other activities of the landlord.
- 8) Pets may not be bred or used for any commercial purposes.

## Section II. SCHEDULE OF ANNUAL FEES AND INITIAL DEPOSIT

### FEE AND DEPOSIT SCHEDULE

(An annual Fee and Deposit is required for each pet)

Type of Pet Deposit	Fee	
<b>Dog</b> \$250	\$150	
<b>Cat</b> \$150	\$100	
<b>Fish Aquarium</b> \$100	\$50	
<b>Fish Bowl</b> (Requires no power and no larger than two gallons)	\$0	\$25
<b>Caged Pets</b> \$150	\$100	

Note: The above schedule is applicable for each pet; therefore, if a tenant has more than one pet he or she must pay the applicable annual fee and deposit for each pet.

The entire annual fee and deposit (subject to the exception listed below) must be paid prior to the execution of the lease addendum. No pet shall be allowed in the unit prior to the completion of the terms of this pet policy.

The annual fee shall be paid at the time of reexamination each year and all proof of inoculations and other requirements shall be made available to the HA at such time. The Annual Fee is not reimbursable. The deposit made shall be utilized to offset damages caused by the pet and/or tenant. Any balance, if any, from the deposit will be refunded to the tenant. **THERE SHALL BE NO REFUND OF THE ANNUAL FEE.**

It shall be a serious violation of the lease for any tenant to have a pet without proper approval and without having complied with the terms of this policy. Such violation shall be considered to be a violation of Paragraph E (4) (14) of the lease (a serious violation) and the HA will issue a termination notice. The tenant will be entitled to a grievance hearing in accordance with the provisions of Paragraph 5 of this Pet Policy or the Grievance Procedure, as applicable.

## RESIDENT ACKNOWLEDGMENT

After reading and/or having read this lease addendum I, \_\_\_\_\_  
Agree to the following: I agree to abide by the requirements outlined in this lease addendum for pet ownership and to keep the pet(s) in accordance with this lease addendum.

I agree and understand that I am liable for any damage or injury whatsoever caused by pet(s) and shall pay the landlord or applicable party for any damages or injury caused by the pet(s). I also realize that I should obtain liability insurance in the amount of \$10,000 property and \$50,000 personal liability for pet ownership and that paying for the insurance is my responsibility. Such insurance shall be in force at all times, with proof of same provided at each recertification or at such other times as the Freeport Housing Authority may request.

I agree to accept full responsibility and will indemnify and hold harmless the landlord for any claims by or injuries to third parties or their property caused by my pet(s).

I agree to pay a non-refundable annual fee of \$\_\_\_\_\_ to cover some of the additional operating cost incurred by the HA. I also understand that this fee is due and payable prior to the execution of this lease addendum and each twelve (12) months thereafter.

I agree to pay a refundable pet deposit of \$\_\_\_\_\_ to the FHA. The Annual Fee and Initial Deposit must be paid prior to the execution of this lease addendum. I also agree to have photographs taken by the Freeport Housing Authority for FHA files. The pet deposit may be used by the Landlord at the termination of the lease toward payment of any rent or toward payment of any other costs made necessary because of Tenant's occupancy of the premises. Otherwise, the pet deposit, or any balance remaining after final inspection, will be returned to the Tenant after the premises are vacated and all keys have been returned.

I AGREE AND UNDERSTAND THAT ALL INFORMATION CONCERNING MY PET(S) MUST BE UPDATED ANNUALLY AND PROVIDED TO THE HA AT THE ANNUAL REEXAMINATION. ANNUAL FEES SHALL BE PAYABLE IN FULL TWELVE MONTHS FROM THE APPROVAL DATE.

I AGREE AND UNDERSTAND THAT VIOLATING THIS LEASE ADDENDUM MAY RESULT IN THE REMOVAL OF THE PET(S) FROM THE PROPERTY OF THE HA AND/OR EVICTION. I, ALSO UNDERSTAND THAT I MAY NOT BE ALLOWED TO OWN ANY TYPE OF PET IN THE FUTURE WHILE BEING AN OCCUPANT OF THE HA.

I ALSO UNDERSTAND THAT I MUST OBTAIN PRIOR APPROVAL FROM THE HA BEFORE MAKING A CHANGE OF A PET FOR WHICH THIS POLICY WAS APPROVED OR ADDING A SECOND PET. ALSO, A PICTURE MAY BE TAKEN BY THE HA STAFF OF THE PET(S) FOR DOCUMENTATION.

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Head of Household Signature

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Date

---

Housing Authority Representative Signature

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Date

**Housing Authority of the Village of Freeport**

Attachment: NY023j01

**Agency Plan Component 10 (B) Voluntary Conversion Initial Assessments**

A. How many of the PHA's developments are subject to the Required Initial Assessments?

Two public housing developments are subject to the required initial assessment.

Moxey Rigby	NY23-1	100 units
Scattered Sites	NY23-4	11 units

B. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

Rev. John J. Madden	NY23-2/3	Elderly Disabled
Rev. E. Mitchel Mallette	NY23-5	Elderly Disabled

C. How many Assessments were conducted for the PHA's covered developments?

Two for the developments in A. above.

D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

The PHA has determined that conversion is not appropriate for any developments at this time

E. If the PHA has not completed the Required Initial Assessment, describe the status of these assessments.

N/A

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

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

### ***Section 8 Administrative Plan***

*Removed old section II – Transition of the New Housing Choice Voucher Program section – transition should be completed. This caused all sections to move up one number. Section I.L. Conduct Business in Accordance with Core Values & Ethical Standards, has been added (page 6); section VII C.7.d & e. have been added (pages 60). Drug & Criminal revisions were added Section III. D. (pages 19-24) and some additional language throughout the plan.*

### ***Admissions and Continued Occupancy Policy***

*Screening & Eviction for Drug Abuse & Other Criminal Activity Final Rule effective 5-24-01, as well as additional clarifications throughout the document. Termination & Eviction Policy is that if any applicant is being denied admission or if a resident is having assistance terminated based on drug-related or other criminal history, including life-time sex offender registrants, the PHA must make the opportunity for the records to be reviewed and disputed before the decision is made. Suspension of the Community Service Requirements and only residents of developments in an approved HOPE VI program are required to comply with the Community Service.*

### ***Grievance Procedures, Dwelling Lease and Termination and Eviction policy –Updated***

### ***Revision of Substantial Deviation and Significant Amendment/Modification attachment***

**CAPITAL FUND PROGRAM TABLES START HERE**

**Annual Statement /Performance and Evaluation Report  
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: <b>FREEPORT HOUSING AUTHORITY</b>	Grant Type and Number: Capital Fund Program No: <b>NY36PO2350100</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2000</b>
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Original Annual Statement     
 Reserve for Disasters/Emergencies     
 Revised Annual Statement/Revision Number \_\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending **6/30/02**     
 Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	127,299.00	127,299.00	127,299.00	127,000.00
3	1408 Management Improvements	50,000.00	50,000.00	50,000.00	50,000.00
4	1410 Administration	1,900.00	1,900.00	1,900.00	678.50
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	80,000.00	80,000.00	80,000.00	31,750.50
8	1440 Site Acquisition				
9	1450 Site Improvement	41,541.00	51,473.21	51,473.21	40,136.22
10	1460 Dwelling Structures	261,700.00	302,677.79	302,677.79	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	28,000.00	28,000.00	28,000.00	15,669.71
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	50,910.00	0.00	0.00	0.00
21	<b>Amount of Annual Grant (sums of lines 2-20)</b>	<b>\$641,350.00</b>	<b>\$641,350.00</b>	<b>\$641,350.00</b>	<b>\$265,234.93</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHA Name: <b>FREERPORT HOUSING AUTHORITY</b>		Grant Type and Number: Capital Fund Program No: <b>NY36PO2350100</b> Replacement Housing Factor Grant No:						Federal FY of Grant: <b>2000</b>	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
PHA-Wide	<b>Operations</b>	1406		127,299.00	127,299.00	127,299.00	127,000.00	99.8% Completed	
	<b>Subtotal</b>			<b>127,299.00</b>	<b>127,299.00</b>	<b>127,299.00</b>	<b>127,000.00</b>		
	<b>Management Improvements:</b>	1408							
	Staff time			50,000.00	50,000.00	50,000.00	50,000.00	100.0% Completed	
	<b>Subtotal</b>			<b>50,000.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>50,000.00</b>		
	<b>Administration:</b>								
	Printing & Advertisement	1410		1,900.00	1,900.00	1,900.00	678.50	35.7% Completed	
	<b>Subtotal</b>			<b>1,900.00</b>	<b>1,900.00</b>	<b>1,900.00</b>	<b>678.50</b>		
	<b>Fees &amp; Costs:</b>								
	A/E Services	1430		32,000.00	32,000.00	32,000.00	14,692.00	45.9% Completed	
	Modernization Consultant Fee	1430		48,000.00	48,000.00	48,000.00	17,058.50	35.5% Completed	
	<b>Subtotal</b>			<b>80,000.00</b>	<b>80,000.00</b>	<b>80,000.00</b>	<b>31,750.50</b>		
N23-2/3	<b>Site Improvement:</b> Sidewalk	1450	12567 sf	41,541.00	51,473.21	51,473.21	40,136.22	78.0% Completed	
	<b>Subtotal</b>			<b>41,541.00</b>	<b>51,473.21</b>	<b>51,473.21</b>	<b>40,136.22</b>		
	<b>Dwelling Structures:</b>								
NY23-1	New windows and screens	1460	600	163,845.00	42,915.16	42,915.16	0.00	Obligated	
	Roof repairs	1460	13000 sf	19,000.00	9,411.63	9,411.63	0.00	Obligated	
	Install new TV antenna	1460	6	6,000.00	6,000.00	6,000.00	0.00	Obligated	
NY23-5	New kitchen cabinets	1460	130	72,855.00	244,351.00	244,351.00	0.00	Obligated	
	<b>Subtotal</b>			<b>261,700.00</b>	<b>302,677.79</b>	<b>302,677.79</b>	<b>0.00</b>		
NY23-1 to 5	<b>Dwelling Equipment:</b>								
	Stoves	1465	35	10,500.00	10,500.00	10,500.00	7,517.00	71.6% Completed	
	Refrigerators	1465	35	17,500.00	17,500.00	17,500.00	8,152.71	46.6% Completed	
	<b>Subtotal</b>			<b>28,000.00</b>	<b>28,000.00</b>	<b>28,000.00</b>	<b>15,669.71</b>		
PHA-Wide	Contingency	1502		50,910.00	0.00	0.00	0.00	No Activity	
	<b>Subtotal</b>			<b>50,910.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
	<b>2000 GRAND TOTAL</b>			<b>\$641,350.00</b>	<b>\$641,350.00</b>	<b>\$641,350.00</b>	<b>\$265,234.93</b>		



**CAPITAL FUND PROGRAM TABLES START HERE**

**Annual Statement /Performance and Evaluation Report  
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: <b>FREEPORT HOUSING AUTHORITY</b>	Grant Type and Number: Capital Fund Program No: <b>NY36PO2350101</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2001</b>
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Original Annual Statement   
 Reserved for Disasters/Emergencies   
 Revised Annual Statement/Revision Number \_\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending **6/30/02**   
 Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	120,000.00	120,000.00	120,000.00	0.00
3	1408 Management Improvements	50,000.00	50,000.00	50,000.00	0.00
4	1410 Administration	1,900.00	1,900.00	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	80,000.00	80,000.00	32,000.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	250,000.00	110,000.00	0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	28,000.00	18,985.00	18,985.00	18,985.00
12	1470 Nondwelling Structures	80,000.00	239,891.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	35,000.00	35,000.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	45,876.00	0.00	0.00	0.00
21	<b>Amount of Annual Grant (sums of lines 2-20)</b>	<b>\$655,776.00</b>	<b>\$655,776.00</b>	<b>\$255,985.00</b>	<b>\$18,985.00</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: <b>FREEPORT HOUSING AUTHORITY</b>		Grant Type and Number: Capital Fund Program No: <b>NY36PO2350101</b> Replacement Housing Factor Grant No:					Federal FY of Grant: <b>2001</b>	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	<b>Operations</b>	1406		120,000.00	120,000.00	120,000.00	0.00	Obligated
	<b>Subtotal</b>			<b>120,000.00</b>	<b>120,000.00</b>	<b>120,000.00</b>	<b>0.00</b>	
	<b>Management Improvements:</b>	1408						
	Staff time			50,000.00	50,000.00	50,000.00	0.00	Obligated
	<b>Subtotal</b>			<b>50,000.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>0.00</b>	
	<b>Administration:</b>							
	Printing & Advertisement	1410		1,900.00	1,900.00	0.00	0.00	No Activity
	<b>Subtotal</b>			<b>1,900.00</b>	<b>1,900.00</b>	<b>0.00</b>	<b>0.00</b>	
	<b>Fees &amp; Costs:</b>							
	A/E Services	1430		32,000.00	32,000.00	32,000.00	0.00	Obligated
	Modernization Consultant Fee	1430		48,000.00	48,000.00	0.00	0.00	No Activity
	<b>Subtotal</b>			<b>80,000.00</b>	<b>80,000.00</b>	<b>32,000.00</b>	<b>0.00</b>	
	<b>Dwelling Structures:</b>							
NY23-1	Renovate basement at 17 Buffalo	1460		100,000.00	10,000.00	0.00	0.00	No Activity
NY23-5	Boiler conversion	1460		50,000.00	0.00	0.00	0.00	No Activity
NY23-4	Scattered sites	1460		100,000.00	100,000.00	0.00	0.00	No Activity
	<b>Subtotal</b>			<b>250,000.00</b>	<b>110,000.00</b>	<b>0.00</b>	<b>0.00</b>	
NY23-1 to 5	<b>Dwelling Equipment:</b>							
	Stoves	1465		10,500.00	10,500.00	10,500.00	10,500.00	Completed
	Refrigerators	1465		17,500.00	8,485.00	8,485.00	8,485.00	Completed
	<b>Subtotal</b>			<b>28,000.00</b>	<b>18,985.00</b>	<b>18,985.00</b>	<b>18,985.00</b>	
	<b>Non-Dwelling Structures:</b>							
NY23-2/3/5	Office renovations	1470		30,000.00	239,891.00	0.00	0.00	No Activity
	Additional funds for Community Room	1470		50,000.00	0.00	0.00	0.00	
	<b>Subtotal</b>			<b>80,000.00</b>	<b>239,891.00</b>	<b>0.00</b>	<b>0.00</b>	
	<b>Non Dwelling Equipment:</b>							
	New truck	1475		0.00	35,000.00	35,000.00	0.00	Obligated
	<b>Subtotal</b>			<b>0.00</b>	<b>35,000.00</b>	<b>35,000.00</b>	<b>0.00</b>	
PHA-Wide	Contingency	1502		45,876.00	0.00	0.00	0.00	No Activity
	<b>Subtotal</b>			<b>45,876.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	<b>2001 GRAND TOTAL</b>			<b>\$655,776.00</b>	<b>\$655,776.00</b>	<b>\$255,985.00</b>	<b>\$18,985.00</b>	



## CAPITAL FUND PROGRAM TABLES START HERE

### Annual Statement /Performance and Evaluation Report Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:  <div style="text-align: center;"><b>FREEMPORT HOUSING AUTHORITY</b></div>	Grant Type and Number: Capital Fund Program No: <span style="float: right;"><b>NY36PO2350102</b></span> Replacement Housing Factor Grant No:	Federal FY of Grant:  <div style="text-align: center;"><b>2002</b></div>
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- Original Annual Statement     
  Reserved for Disasters/Emergencies     
  Revised Annual Statement/Revision Number \_\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending **6/30/02**     
  Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	100,000.00	100,000.00	0.00	0.00
3	1408 Management Improvements	50,000.00	50,000.00	0.00	0.00
4	1410 Administration	1,900.00	1,900.00	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	110,000.00	110,000.00	0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	348,731.00	348,731.00	0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	15,000.00	28,000.00	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant (sums of lines 2-20)</b>	<b>\$625,631.00</b>	<b>\$638,631.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHA Name: <b>FREEMPORT HOUSING AUTHORITY</b>		Grant Type and Number: Capital Fund Program No: <b>NY36PO2350102</b> Replacement Housing Factor Grant No:						Federal FY of Grant: <b>2002</b>	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
PHA-Wide	<b>Operations</b>	1406		100,000.00	100,000.00	0.00	0.00	No Activity	
	<b>Subtotal</b>			<b>100,000.00</b>	<b>100,000.00</b>				
	<b>Management Improvements:</b>	1408							
	Staff time			50,000.00	50,000.00	0.00	0.00	No Activity	
	<b>Subtotal</b>			<b>50,000.00</b>	<b>50,000.00</b>				
	<b>Administration:</b>								
	Printing & Advertisement	1410		1,900.00	1,900.00	0.00	0.00	No Activity	
	<b>Subtotal</b>			<b>1,900.00</b>	<b>1,900.00</b>				
	<b>Fees &amp; Costs:</b>								
	A/E Services	1430		32,000.00	32,000.00	0.00	0.00	No Activity	
	Modernization Consultant Fee	1430		48,000.00	48,000.00	0.00	0.00	No Activity	
	Property Disposition Consultant	1430		30,000.00	30,000.00	0.00	0.00	No Activity	
	<b>Subtotal</b>			<b>110,000.00</b>	<b>110,000.00</b>				
	<b>Dwelling Structures:</b>								
NY23-2/3	New Kitchen Cabinets	1460	150	118,176.00	118,176.00	0.00	0.00	No Activity	
NY23-2/3	New Hallway Floor Tiles	1460	19590	30,555.00	30,555.00	0.00	0.00	No Activity	
NY23-4	Houses Renovation	1460	3	150,000.00	150,000.00	0.00	0.00	No Activity	
NY23-5	Elevator Renovation	1460	2	50,000.00	50,000.00	0.00	0.00	No Activity	
	<b>Subtotal</b>			<b>348,731.00</b>	<b>348,731.00</b>				
PHA-Wide	<b>Non-Dwelling Equipment:</b>								
	Computer	1475		10,000.00	10,500.00	0.00	0.00	No Activity	
	Tools	1475		5,000.00	17,500.00	0.00	0.00	No Activity	
	<b>Subtotal</b>			<b>15,000.00</b>	<b>28,000.00</b>	<b>0.00</b>	<b>0.00</b>	No Activity	
	<b>GRAND TOTAL</b>			<b>\$625,631.00</b>	<b>\$638,631.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		

