

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

PHA Plans

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

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

**PHA Plan
Agency Identification**

PHA Name: Schenectady Municipal Housing Authority

PHA Number: NY028v01

PHA Fiscal Year Beginning: 04/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

The mission of the Schenectady Municipal Housing Authority is to provide decent, safe, sanitary, and affordable housing for low and moderate income residents from the City of Schenectady in an environment rich with programs, services, opportunities, and incentives for achievement.

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: 100 vouchers by 3/31/2004
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments: 5 added units, Homeownership Program by 3/31/2002
 - Other (list below)

SMHA will emphasize the provision of a continuum of affordable housing opportunities to public housing residents, including at least 20 referrals/year to our Section 8 and/or first-time homebuyer program by 3/31/2001.

- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score) Satisfactory performance or better by 3/31/2001.
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
- *SMHA shall achieve and sustain an LIPH occupancy rate of 95% or more by 3/31/2001.
- *SMHA will achieve and maintain an adequate MTCS reporting rate for the Section 8 program, thereby avoiding HUD sanctions by 3/31/2001.
- *SMHA will achieve at least a 90% utilization rate in Section 8 by 3/31/2001 (excepting for new subsidy units, where we will achieve 90% utilization within 24 months).

- PHA Goal: Increase assisted housing choices
Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

- PHA Goal: Provide an improved living environment
Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

The SMHA Security Coordinator shall maintain and enhance the relationships we presently enjoy with local law enforcement agencies, including the Schenectady Police Department and the Schenectady County Sheriff's office.

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: As of Fall, 2000, four vocational training courses have been added to our array of resident self-sufficiency programs: Automotive Services /Hudson Valley Community College, Nail Technology, Office Practice, and Nursing Technology/Capital District Educational Opportunity Center.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

SMHA will endeavor to maintain partnerships already established with important service providers at present, and endeavor to enter into at least four additional partnership agreements by 3/31/2004.

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

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

Other PHA Goals and Objectives: (list below)

**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.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives, we will be working towards the achievement of our mission.

The administrative plans, statements, budget summary, policies, etc., set forth in the Annual Plan all lead toward the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan put forward by the City of Schenectady.

Our five-year goals are:

- Expand the supply of assisted housing
- Improve the quality of assisted housing
- Increase assisted housing choices
- Provide an improved living environment
- Promote self-sufficiency and asset development of assisted households, and
- Ensure equal opportunity and affirmatively further fair housing.

Some specific highlights of our Annual Plan include:

- We've adopted two local preferences: a preference for "Job Market Participants", and another for applicants residing in the local area at the time of application.
- We have adopted an aggressive screening policy for admissions to public housing.
- Applicants will be selected from the Waiting List by preference and by time and date of application.
- We have established a minimum rent of \$25/month.
- We have established flat rents for each of our developments.
- We are promoting homeownership to its fullest extent through various programs and Section 8.
- We believe that every avenue must be taken to create a secure environment in our housing developments.

Most recently, we have:

- Developed a pilot program for Section 8 homeownership.
- Been awarded another 100 Section 8 Housing Choice Vouchers.
- Completed extensive remodeling of our MacGathan Townhouses development.
- Cooperated extensively with the Vale Community Organization in designing their "Neighborhood Plan", which has led to millions of dollars of development by both public and private investors.

In summary, we are on a course to improve the condition of affordable housing in the SMHA and the City of Schenectady.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- NY028a01 Admissions Policy for Deconcentration
- FY 2003 Capital Fund Program Annual Statement – Provided in Section 7.A.1
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- X NY028b01 Section 8 Homeownership Capacity statement
- X NY028c01 Implementation of Public Housing Resident Community Service Requirements
- X NY028d01 Pet Policy
- X NY028e01 5-Year Plan Update
- X NY028f01 Resident Membership of the PHA Governing Board
- X NY028g01 Membership of the Resident Advisory Board/s
- X NY028h01 Voluntary Conversion of Developments
- X Annual Statement/Performance and Evaluation Report – Comp. Grant NY028i01

Optional Attachments:

- PHA Management Organizational Chart
- FY 2003 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- NY028j01 Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
NY028k01 Comments – Public Hearing

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
-	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	grant and most recently submitted PHDEP application (PHDEP Plan)	
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 Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	5,840	4	2	3	3	2	3
Income >30% but <=50% of AMI	4,149	4	2	3	3	2	3
Income >50% but <80% of AMI	1,729	4	3	3	3	2	3
Elderly	4,709	4	3	3	4	2	3
Families with Disabilities	N/A	4	4	4	4	4	4
Race/Ethnicity - White	10,367	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity – Black	1,060	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity – Hispanic	236	N/A	N/A	N/A	N/A	4	N/A
Race/Ethnicity –	118	N/A	N/A	N/A	N/A	N/A	N/A

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Other							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2001
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	507		816
Extremely low income <=30% AMI	452	89.15	
Very low income (>30% but <=50% AMI)	45	8.88	
Low income	10	1.97	

Housing Needs of Families on the Waiting List

(>50% but <80% AMI)			
Families with children	236	46.55	
Elderly families	3	.59	
Families with Disabilities	2	.39	
Race/ethnicity – White	260	51.28	
Race/ethnicity – Black	226	44.58	
Race/ethnicity – Amer Ind/Alaskan	7	1.38	
Race/ethnicity – Asian	32	3.83	
Race/ethnicity – Haw/Pac Islander	0	0	

Characteristics by Bedroom Size (Public Housing Only)			
1BR	217	42.80	422
2 BR	146	28.80	275
3 BR	107	21.10	92
4 BR	33	6.51	22
5 BR	3	.59	4
5+ BR	1	.20	1

Is the waiting list closed (select one)? No Yes
 If yes:
 How long has it been closed (# of months)?
 Does the PHA expect to reopen the list in the PHA Plan year? No Yes
 Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 - Public Housing
 - Combined Section 8 and Public Housing
 - Public Housing Site-Based or sub-jurisdictional waiting list (optional)
- If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	837		585
Extremely low income <=30% AMI	684	81.72	
Very low income (>30% but <=50% AMI)	135	16.13	
Low income (>50% but <80% AMI)	18	2.15	
Families with children	529	63.20	
Elderly families	4	.48	
Families with Disabilities	12	1.43	
Race/ethnicity – White	395	47.19	
Race/ethnicity – Black	391	46.71	
Race/ethnicity – Amer Ind/Alaskan	19	2.27	
Race/ethnicity – Asian	32	3.83	
Race/ethnicity – Haw/Pac islander	0	0	
Characteristics by Bedroom Size (Public Housing Only)	N/A		
1BR			
2 BR			
3 BR			
4 BR			

Housing Needs of Families on the Waiting List			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: List closed 10/20/2001 @ 1:00 pm How long has it been closed (# of months)? 10 mo. as of 8/20/02 Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" 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:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

- Results of consultation with advocacy groups
 Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	2,572,962	
b) Public Housing Capital Fund	2,035,524	
c) HOPE VI Revitalization	-	
d) HOPE VI Demolition	-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	6,454,200	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	66,010	
g) Resident Opportunity and Self-Sufficiency Grants	250,000	
h) Community Development Block Grant	220,709	
i) HOME	860,000	
Other Federal Grants (list below)		
Congregate Care (CHSP)	70,700	Public Housing Supportive Services
ROSS – Sr. Service Coordinator	51,000	Public Housing Supportive Services
Dept. of Justice	100,000	Public Housing Supportive Services
2. Prior Year Federal Grants (unobligated funds only) (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	2,554,390	Public Housing Operations
4. Other income (list below)		
Non-dwelling rentals	20,140	Public Housing Operations
4. Non-federal sources (list below)		
Interest Income	50,090	Public Housing Operations
Total resources	15,305,725	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
 When families are within a certain time of being offered a unit: 2 months

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

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

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

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

(2) Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence

- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

(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:

Extension of Voucher Term: The SMHA may grant one or more extensions of the term. The initial term plus any extensions may exceed 120 calendar days from the initial date of issuance for handicapped individuals, or circumstances beyond the control of the voucher holder.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

County of Schenectady residents

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

Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

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

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)

Letters to applicable agencies.

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:

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

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

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)

Fair Market Rent

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families

Other (list below)

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

High performing PHA.

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use “NA” to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		

Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

High performing PHA.

A. Public Housing

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

If yes, list additions to federal requirements below:

- 2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
 - PHA main administrative office
 - PHA development management offices
 - Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

Annual Statement/Performance and Evaluation Report

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

PHA Name: Schenectady Municipal Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P02850103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	392,290			
3	1408 Management Improvements	347,500			
4	1410 Administration	196,145			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	70,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	690,000			
10	1460 Dwelling Structures	160,516			
11	1465.1 Dwelling Equipment—Nonexpendable	25,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	80,000			
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	Amount of Annual Grant: (sum of lines 2 – 20)	1,961,451			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

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

PHA Name: Schenectady Municipal Housing Authority	Grant Type and Number Capital Fund Program Grant No: NY06P02850103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs	84,000			
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	5,000			

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

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NY28-11C Ten Eyck	Parking lot Expansion on South Side	1450	100%	9,000				
NY 28-3 MacGathans	Porch Replacement	1450	100%	150,000				
NY 28-3 MacGathans	Foundation Repair and Parging	1450	100%	20,000				
Schonowee Village NY28-1	Enclose Catwalks on all Buildings	1450	100%	500,000				
Schonowee Village NY28-1	Concrete Slab Replacement	1450	100%	11,000				
NY 28-11B Steinmetz Homes	Bathroom Renovation Project	1460	25%	160,516				
HA Wide	a) Continuing Anti-Drug Program through Project Pride, which includes programming such as Boys & Girls Club	1408	100%	100,000				
HA Wide	Staff Training for Computer, Accounting, Occupancy	1408	100%	15,000				
HA Wide	Family Self-Sufficiency	1408	100%	50,000				
HA Wide	Tenant Investigator	1408	100%	47,000				
HA Wide	Security Coordinator Contract	1408	100%	37,000				
HA Wide	Off-Duty Police for Foot Patrols	1408	100%	33,500				

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

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Computer Software	1408	100%	30,000				
HA Wide	Senior Services Coordinator	1408	100%	35,000				
HA Wide	Administration	1410	100%	196,145				
HA Wide	Architect Fees	1430	100%	70,000				
HA Wide	Refrigerators and Stoves	1465	100%	25,000				
HA Wide	Maintenance Equipment	1475	100%	55,000				
HA Wide	Computers Equipment	1475	100%	25,000				
HA Wide	Operations	1406	100%	392,290				

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

PHA Name: Schenectady Municipal Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P02850103 Replacement Housing Factor Grant No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
NY 28-1	5/31/05			3/31/07				
NY 28-3	5/31/05			3/31/07				
NY 28-7	5/31/05			3/31/07				
NY 28-11A	5/31/05			3/31/07				
NY 28-11B	5/31/05			3/31/07				
NY 28-11C	5/31/05			3/31/07				
NY 28-11D	5/31/05			3/31/07				

Annual Statement/Performance and Evaluation Report

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

PHA Name: Schenectady Municipal Housing Authority	Grant Type and Number Capital Fund Program Grant No Replacement Housing Factor Grant No: : NY06R02850103	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
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	1499 Development Activities	74,073			

		Original	Revised	Obligated	Expended
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	74,073			
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				

(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:

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

-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)

This page intentionally left blank.

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Schenectady Municipal Housing Authority		<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
	Annual Statement				
<i>NY 28-1 Schonowee</i>			113,000	103,948	
NY 28-3 MacGathans		325,000	30,000	5,000	32,000
NY 28-7 Maryvale					30,000
NY 28-11A Lincoln Heights		55,000	47,500	230,568	
NY 28-11B Steinmetz		410,516	110,000		708,516
NY 28-11C Ten Eyck			230,000	261,000	80,000
NY 28-11D Yates		60,000	320,016	250,000	
HA-Wide (Soft Costs)		1,005,935	1,005,935	1,005,935	1,005,935
HA-Wide		105,000	105,000	105,000	105,000
CFP Funds Listed for 5-year planning		1,961,451	1,961,451	1,961,451	1,961,451
Replacement Housing Factor Funds		74,073	74,073		

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>3</u> FFY Grant: 2005 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	MacGathans / NY28-3	<i>Kitchen & Bath Renovation in 48 Apartments</i>	250,000	MacGathans/NY28-3	<i>Retaining Wall in front of Community Room</i>	30,000
Annual		Resurface Roadway and Parking Spaces	75,000	<i>Subtotal</i>		30,000
Statement	Subtotal		325,000	Schonowee Village/NY28-1	New Entrance Doors & Locks & Kitchen Doors	80,000
	<i>Steinmetz Homes NY28-11B</i>	Bathroom Renovation Project	410,516		Replace Deteriorated Brick on Exterior of Buildings	33,000
	<i>Subtotal</i>		410,516	Subtotal		113,000
	<i>Lincoln Heights / NY28-11A</i>	Canopies over Handicap Roofs	55,000	Ten Eyck/NY28-11C	Replace/Upgrade Elevators	200,000
					Replace Concrete Sills	30,000
	Subtotal		55,000	Subtotal		230,000
				Yates Village NY28-11D	Upgrade Heat Zoning in Apts with additional zone valve	95,000
	Yates / NY28-11D	Upgrade Communal Area	50,000		Replacement Windows	225,016
		Concrete Sidewalk Replacement	10,000	Subtotal		320,016
				Lincoln Heights/NY28-11A	Replace Sidewalks	15,000

	Subtotal		60,000		Upgrade Smoke Detectors	7,500
	HA – Wide	1406,1408,1410,1430, (Soft Costs)	1,005,935		Repair/Replace worn traffic areas	25,000
	HA – Wide	Stoves, Refrigerators	25,000	Subtotal		47,500
	HA – Wide	Computers, printers, etc	25,000	Steinmetz/NY28-11B	Replace 250 Hot Water Heaters in Apts	110,000
	HA – Wide	Maint. Equipment	55,000	Subtotal		110,000
	Subtotal		1,110,935	HA - Wide	1406, 1408, 1410, 1430, (Soft Costs)	1,005,935
				HA - Wide	Stoves, Refrigerators	25,000
				HA - Wide	Computers, printers, etc.	25,000
				HA - Wide	Maint. Equipment	55,000
				Subtotal		1,110,935
	Total CFP Estimated Cost		\$ 1,961,451			\$1,961,451

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year :_4___ FFY Grant: 2006 PHA FY:			Activities for Year: _5___ FFY Grant: 2007 PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>Ten Eyck / NY28-11C</i>	<i>Elevator Replacement</i>	250,000	<i>Maryvale/NY28-7</i>	<i>Upgrade lighting & smoke detectors</i>	5,000
	Upgrade Smoke Detectors	3,000		New Furnaces and add ductwork to second floor	25,000
	Install Ext. Light Pole	8,000	Subtotal		30,000
<i>Subtotal</i>		261,000	Steinmetz Homes/NY28-11C	Upgrade smoke detectors	18,000
				Kitchen Renovation Project in 115 Apts.	290,000
Schonowee Village / NY28-1	Blacktop Area behind Building 7	7,500		Replace Entrance Doors and Locks	200,516
	Boiler Back-Up for Domestic Hot Water	20,000		Replace 62 Furnaces	200,000
	Sandblast 2 Buildings	76,448	Subtotal		708,516
<i>Subtotal</i>		103,948			
MacGathans / NY28-3	Install CO Detectors	5,000	Ten Eyck/NY2811C	Replace 1 Boilers	80,000

Subtotal		5,000	Subtotal		80,000
<i>Lincoln Heights / NY28-11A</i>	Install Ext. Light Pole by Building "G"	4,000			
	Replace 105 Furnaces in Apts	206,000	MacGathans/NY28-3	Upgrade Plumbing and Lighting Fixtures	32,000
	Parking Lot Drainage	20,568	Subtotal		32,000
Subtotal		230,568			
Yates / NY28-11D	Sewer Replacement	250,000			
Subtotal		250,000			
HA – Wide	1406,1408,1410,1430, 1465, 1475	1,110,935	HA – Wide	1406,1408,1410,1430, 1465, 1475	1,110,935
Total CFP Estimated Cost		\$ 1,961,451			\$ 1,961,451

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

High performing PHA.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for

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

2. Activity Description

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

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input 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 type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

<input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:)
<input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent
<input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units
<input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

High performing PHA.

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

more than 100 participants

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

High performing PHA.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

Public housing rent determination policies

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

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

C. Welfare Benefit Reductions

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

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

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

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.

High performing PHA.

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 use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors

- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 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)]

Attachment Filename: NY028d01

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

High performing PHA.

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

Attached at Attachment (File name) NY028j01

Provided below:

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

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

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

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

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

Other: (describe)

b. Eligible candidates: (select one)

Any recipient of PHA assistance

- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)
Any adult resident who has lived 90 days in Public Housing before election date.

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)
Any adult resident who has lived 90 days in Public Housing before election date.

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)

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)
City of Schenectady has named SMHA as a “public access site”, where interested individuals can come to read/copy the Consolidated Plan.

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

The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

The Schenectady Municipal Housing Authority is part of the entire effort undertaken by the City of Schenectady to address our jurisdiction's affordable housing needs.

Of the \$1,318,159 made available for Housing Assistance in the 2002 City of Schenectady Consolidated Plan, \$1,089,020 has been allocated to the Schenectady Municipal Housing Authority's SHIP program.

SHIP is the Schenectady Home Improvement Program. Funds are used for the rehabilitation of single family and multi-family homes up to four units for low and moderate income owner-occupants. Grant assistance is provided up to \$25,000 per structure.

D. Other Information Required by HUD

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

RESIDENT ASSESSMENT – FOLLOW UP PLAN

Safety	-	Estimated Date:	10/01/2003
		Funding:	Operating Budget

SMHA will carry articles in the Spotlight newsletter, detailing the specific steps taken by the Occupancy Department in screening applicants to assure existing residents that the process is thorough and consistent. Also articles detailing the work of our Security Coordinator and our Tenant Investigator (Handles complaints, residents who are arrested, etc.).

SMHA will apply new effort toward the establishment of resident-based crime prevention activities such as Neighborhood Watch Chapters. SMHA will also give more publicity during the coming year to our existing Resident Patrol program.

Neighborhood Appearance –Estimated Date: 10/01/2003

Funding: Capital Fund and Operating Budget

SMHA will, in cooperation with the several Boys and Girls Clubs on site, various Resident Associations, and our own Maintenance Department, sponsor development wide clean-ups at selected sites.

We note that our lowest rating for appearance was at MacGathan Townhouses, where a months-long major renovation project is just now being completed. As is usual with major construction, this project created dust, bare spots in the grass, involved ladders and scaffolding against building exteriors for periods of time, etc. The conclusion of this construction work should result in a much better environment in terms of appearance; the work, once completed, is quite beautiful and we believe residents appreciate this fact. We will of course need to pay good attention to site clean up and refurbishment once equipment and stored construction supplies are removed.

It should also be noted that we do have a Capital Fund development project slated for Spring, 2003, that will involve extensive new landscaping of the grounds of this project. Included are new sidewalks, grass and other plantings.

Attachments

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

NY028a01 Admissions Policy for Deconcentration

Prior to the beginning of each fiscal year, we will analyze the average income of families residing in all of our developments throughout our city-wide jurisdiction. We will then compare this figure to the average income of families residing in qualifying single developments owned and operated by the SMHA. If the average income in any one development should fall below 70% of the city average, exceed 130% of the city-wide average, we will take corrective action. Based on our own analysis of the situation, we will devise appropriate corrective marketing and “deconcentration” strategies.

It is Schenectady Municipal Housing Authority’s policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Schenectady Municipal Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

NY02b01 Section 8 Homeownership Capacity Statement

The Schenectady Municipal Housing Authority began its Section 8 Voucher Homeownership Program on January 1, 2002, based on the final rule published in the Federal Register on September 12, 2000. SMHA's Section 8 Homeownership Program will require, as does the 5(h) Program, that financing for purchase of a home will: be provided, insured or guaranteed by the State or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards. There have been two closings and there is one home pending.

NY028c01 Implementation of Public Housing Resident Community Service Requirements

The Board of Commissioners of the Schenectady Municipal Housing Authority has passed a resolution establishing an SMHA Community Services Program/Requirements for those regulations. This Program shall commence April 1, 2001.

SMHA is currently implementing the Community Service requirements through the following steps:

- Change the wording of our lease to indicate that residents NOT exempted from the requirement to provide 96 hours of service to the community annually, shall be required to prove that they have completed such service at the time of re-certification as a requirement for remaining in public housing. Those not having completed such service at the time of their first re-certification after April 1, 2002, shall be given a reasonable time in which to complete such service and provide evidence of the same to the Housing Authority.
- SMHA will review computerized information from our Family Information forms (50058's) in order to determine resident families who may have one or more adult members needing to perform community service under federal regulations. A survey will be sent to such families asking for detailed information as needed to determine whether they are required to perform such service, or are exempt. Those required to perform service shall be notified in writing.
- Residents shall also be apprised of their community service obligations at the time of annual recertification for housing eligibility.
- SMHA intends to allow residents to perform community service work either with SMHA, or in/for non-profit and governmental agencies within the City of Schenectady. This fall, an information gathering form shall be sent to various agencies asking for a brief description of volunteer service opportunities they may have available to our residents. Such information across several agencies will then be compiled in a pamphlet and given to those residents required to perform service. It will also be available to other residents who may be interested in performing such service on a voluntary basis.
- All residents who are required to perform community service will be asked to fill out an annualized time sheet, which must include the signature/job title of the person supervising or overseeing the resident's work at SMHA or another agency in the community. This sheet must be presented to the Occupancy Department as part of the annual recertification process.

NY028d01 Pet Policy

General Regulations: In accordance with HUD policy, SMHA will allow residents to keep pets in both senior/disabled and family apartment units, effective April 1, 2001.

Definition of Pets: Common household pets such as dogs, cats, birds, turtles, or caged rodents traditionally kept in the home for pleasure. This does not include the raising of animals commercially.

Number of Pets: One per apartment, except by special permission.

Spaying or neutering: Required prior to pet being 6 months old, with documentation of SMHA.

Weight: No animal shall weigh more than 20 lbs.

Inoculations: Various inoculation shots are required for both dogs and cats, as well as other standard health procedures. Dogs must be leashed and muzzled when out of apartment.

Limitations: No dogs or cats are allowed in any community room, laundry room, community kitchen facility, restrooms, the Family Investment Center, hallways, stairwells, other public space.

Ability to Care for Pet: Resident must have a doctor's certificate verifying ability to care for pet.

Emergency Care Giver: Resident must identify an emergency care giver in the event they are unable to care for pet. Those pets left without care for 24+ hours will be taken to an Animal Shelter.

Pet Waste: Tenants owning cats shall provide a litter tray in the apartment, and dispose of excrement daily. Dogs and cats cannot excrete waste anywhere on SMHA property, except that a special areas shall be provided at each development for the walking of dogs. Residents must recover and remove dog excrement and properly dispose of same. A charge of \$10 shall be levied against the account of any resident where SMHA staff must remove dog feces from our property.

Security Deposit: A \$100 security deposit shall be charged to the owners of dogs and cats.

Threat Due to Pet: If a pet becomes vicious, displays symptoms of severe illness, or demonstrates other behavior that constitutes a threat, SMHA may request the pet owner to immediately remove the pet. If they do not, SMHA may contact suitable local authorities.

Notice of Pet Rule Violation: Notice shall contain a brief statement of the alleged violation. Pet owner has ten (10) days to correct the violation(s) and/or request an administrative conference to discuss the violation. Original notice given the tenant in writing shall state that failure to correct violation or discuss same may result in animal being removed by SMHA.

Damages: Pet owners shall be charged for all violations and damages caused by their pet.

NY028e01 5 Year Plan Update

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

PHA Goal: Expand the supply of assisted housing

- Acquire or build units or developments – 5 added units Homeownership Program by 3/31/2001. **Completed 9/26/00.**
- Apply for additional rental vouchers: 100 vouchers by 3/31/2004. **Completed 10/1/01.**
- Other: SMHA will emphasize the provision of a continuum of affordable housing opportunities to public housing residents, including at least 20 referrals/year to our Section 8 and/or first-time homebuyer program by 3/31/2001. **Completed by 3/31/01.**

PHA Goal: Improve the quality of assisted housing

- Renovate or modernize public housing units. **Completed more than a dozen modernization projects. Anticipate on-going/further attainment.**
- SMHA will achieve at least 90% utilization in Section 8 by 3/31/2001 (except for new subsidy units-MHOPWD's, where we will achieve 90% utilization within 24 months). **Currently running a 100% utilization rate in Section 8. 9/26/00.**
- Improve voucher management: (SEMAP score) Satisfactory performance or better by 3/31/01. **Completed "A" level performance 3/31/01.**
- Other: SMHA shall achieve and sustain an LIPH occupancy rate of 95% or more by 3/31/01. **Completed 3/31/01.**
- Other: SMHA will achieve and maintain an adequate MTCS reporting rate for the Section 8 program, thereby avoiding HUD sanctions by 3/31/01. **Completed 3/31/01.**
- Other: SMHA will achieve at least 90% utilization rate in Section 8 by 3/31/01 (except for new subsidy units, where we will achieve 90% utilization within 24 months). **Completed 3/31/01.**

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

PHA Goal: Provide an improved living environment

- Implement public housing security improvements: Crime rate equal to or less than the City of Schenectady. **Hired specialist in investigating and following up on tenant complaints and leads has conducted over 100 compliance visits to tenant apartments, recovering in 40% of the cases drugs, weapons, etc. Other less serious violations of lease discovered in many other apartments, resulting in numerous voluntary vacates and eviction actions. Rate of reported crimes in public housing now less than City average in almost all categories.**

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

PHA Goal: Promote self sufficiency and asset development of families and individuals.

- Provide or attract supportive services to improve assistance recipient's employability. **SMHA has been successful in having the Capital District Educational Opportunity Center offer four new educational program in our Family Investment Center. These include a Nail Technology course, an Office Practice course, a Nursing Technician course and an on-going Job Club for those having completed training. All courses take about 10 weeks and can reliably lead to employment paying \$8-10/hour in locality.**

All goals and objectives have been completed on or before listed deadlines.

NY028f01 Resident Membership of the PHA Governing Board

<u>Name of Resident Member</u>	<u>Method of Selection</u>	<u>Term of Appointment</u>
Denise Clark	Election	10/1/2002 - 3/31/2004
Shirley O'Rourke	Election	10/1/2002 - 3/31/2004

NY028g01 Membership of Resident Advisory Board

Ronald Alheim

Johanna Dietz

James Hill

**NY028h01 Voluntary Conversion of Developments
from Public Housing Stock, 24 CFR Part 972**

Certification: Schenectady Municipal Housing Authority (SMHA) has prepared an assessment on the issues related to 24 CFR Part 972, Voluntary Conversion of Developments from Public Housing Stock.

As per financial analysis, the developments of Maryvale and Yates Village have been determined to be inefficient for conversion. Schonowee Village, Ten Eyck Apartments and Lincoln Heights are senior projects and are therefore exempt. While MacGathan Townhouses is considered to be efficient, we feel that residents would not benefit from a conversion to vouchers due to the lack of available affordable housing in Schenectady with 3, 4 and 5 bedrooms offered by MacGathan development. Steinmetz Homes is also considered financially efficient; however, it would not, in our opinion, be beneficial to the residents. We also do not believe there are sufficient affordable housing units in Schenectady to absorb the Steinmetz residents. Additionally, many residents would not be approved for electric and gas due to substantial credit problems. Other residents do not have the capital needed for utility company deposits. Many residents at Steinmetz could not afford to maintain their jobs without on-site day care that is not available anywhere else in the community. The Family Investment Center at Steinmetz Homes is a unique resource for residents to gain self-sufficiency.

**MINUTES OF THE RESIDENT ADVISORY BOARD
MEETING OF 10/8/2002 – Agency Plan Review FY2002**INTRODUCTIONS

Resident Attendees: Denise Clark, Shirley O'Rourke
Section 8 Attendees: Ron Alheim
SMHA Staff: Sharon Jordan, Stan Skinner, Alan Olds, Tony Fyvie,
Madlyn Harwell, Tom Bellick, Sandra Baxter,
Richard Homenick, Carol Weintraub, Art Zampella

Sharon Jordan, Executive Director, welcomed all to the Advisory Board Meeting at 4:30 pm, and she introduced two new Tenant Commissioners, Denise Clark and Shirley O'Rourke. Ms. Jordan said the format of the meeting would be to go around the table and Staff will explain their programs. She said that everything in the Agency Plan is explained reviewed and then transmitted to HUD in mid-January.

Sharon Jordan introduced Tom Bellick, SMHA PHDEP Coordinator, who does some development work and who is part of a team for grant writing. In the past 16 years that Ms. Jordan has been at SMHA, \$100 million in grant monies have been received in addition to Operating Budget and Section 8 monies.

Tom Bellick said that Congress has eliminated the Public Housing Drug Elimination Program (PHDEP). Agencies that were funded through our housing authority have sought funding to continue programs. Steinmetz Homes and Yates Village have Boys and Girls Clubs operating on our sites with after school programs, sports, homework help, etc. There are Day Care Centers in both Steinmetz Homes and Yates Village, that in addition to day care, provide after school programs for older children with the Boys and Girls Clubs. Carver Community Center runs an after school remedial education program at both those sites. The Family Investment Center (FIC) at Steinmetz Homes is primarily job focused. Schenectady County Community College offers classes in the Steinmetz Homes facility. Hudson Valley Community College will be offering an auto mechanics course at Steinmetz Homes. The State University of New York has a counseling program in this facility. Our FIC Coordinator, Paul Feldman, follows the Workforce Investment Act in attracting agencies to the FIC. Specialized computer classes are taught there. Also transportation issues are handled by Paul Feldman. Catholic Charities does a Cars-to-Work program and Food Stamp assistance program out of the FIC. The Family Investment Center has a medical room, summer dental program and a resident job database. Soon Better Neighborhoods, Inc. will be a homeownership counseling program at the FIC.

Ron Alheim, a Section 8 Representative, asked since SMHA has lost money for PHDEP, are we seeking more funding elsewhere?

Tom Bellick said yes, we are.

Sharon Jordan said SMHA will keep all basic programs, and that she and Tom Bellick go to Washington, DC, twice a year to advocate for funding.

Ron Alheim said that HUD mandates, but doesn't provide.

Sharon Jordan said that was correct.

Ron Alheim asked if SMHA seeks funding from private corporations.

Tom Bellick said that the not-for-profit agencies are doing just that, such as Carver Community Center. SMHA is not eligible for those types of funds.

Sharon Jordan asked Tony Fyvie, Construction Coordinator, to speak about SMHA Construction and homeownership.

Tony Fyvie went over the Capital Fund budget and construction work projects that SMHA is requesting money for.

Shirley O'Rourke, Tenant Commissioner, asked if SMHA will be expanding a parking lot for Schonowee Village.

Tony Fyvie said that the Capital Budget is requesting funding to expand an existing parking lot behind the Ten Eyck building. SMHA does not own land where a parking lot can be built for Schonowee Village residents. Mr. Fyvie said unfortunately, SMHA cannot spend Capital Funds on land that is not ours.

Shirley O'Rourke asked about second floor parking, and Ms. Jordan asked that Tony Fyvie meet with Shirley so she can show him the area in question. Tony said he would.

Ron Alheim pointed out that there is vacant land across from the Ten Eyck building and asked if that could be purchased for parking. Ms. Jordan said that SMHA has tried several times to purchase that land without success, and for the Senior and disabled population that would be served by a parking lot there, it would not be convenient. Ms. Jordan pointed out that Schonowee Village was built in 1938, so parking was not planned for at that time.

Ron Alheim asked how the funding limit is set.

Sharon Jordan said that the funding formula is based on age of units, etc., and the rate is set by Congress.

Ron Alheim said that when traveling, he has noticed that SMHA developments are kept a lot better than those outside the Schenectady area.

Art Zampella, Security Coordinator, was introduced by Sharon Jordan and asked to explain his function at SMHA. Art Zampella said that as Security Coordinator he is in charge of police patrols and Command Security, a private security company. He is also liaison with the Resident Associations. He also gathers police reports and produces a monthly report with details of problem apartments, as well as works with the Department of Social Services. He investigates vandalism on the SMHA developments and assists Richard Homenick, Section 8 Director with investigations.

Sharon Jordan mentioned that Art also coordinates the Schonowee Village, Lincoln Heights, and Ten Eyck security meetings.

Ron Alheim asked with the private security firm if Mr. Zampella could vary location of personnel as needed. Mr. Zampella said yes and it is done with the police patrols as well.

Sandra Baxter, Public Housing Director, explained the Public Housing application process. She said that this process takes from 3-7 weeks, and she further explained the Criminal History procedure. Ms. Baxter said that other housing authorities have called her wanting to model SMHA's screening process in their housing authorities. Ms. Baxter pointed out that SMHA's biggest problem is tenants who house people who are not on the lease.

Sandra Baxter said that HUD requires a 98% lease-up rate in order to be considered a high-performer.

Sharon Jordan said another tool SMHA has is the Drug Tip Line handled by Art Zampella. Sandra Baxter said the tip line is anonymous.

Sharon Jordan said that Mike Mannato, Supervisor of Building and Grounds, could not be here today. The Maintenance department does yearly inspections of each apartment.

Ron Alheim wanted to know how the housing authority handles relatives of tenants who get out of prison and come to live with tenants, and how long can a person live with a tenant without being put on the lease.

Sandra Baxter said a person may stay with a tenant no more than 14 days within a one-year period.

Stan Skinner, Assistant Executive Director, spoke about the review method SMHA utilizes to screen those applicants or lease add-ons who may have just come out of prison or have a previous criminal record and the considerations that are given them. Stan Skinner handles Fair Hearings and he would evaluate such persons with criteria such as what is that person doing now; job, goals, plans, AA attendance, if applicable, etc. and written support is considered from agencies.

Sharon Jordan said that SMHA can put them on probation for different lengths of time.

Alan Olds, Finance Director, said the financial status of SMHA is excellent. With the loss of Capital Funds and PHDEP over the years, Ms. Jordan has convened meetings to balance funding for programs. Mr. Olds said that SMHA has been designated a High Performer by HUD for the last 10 years and that we have \$3 million in Reserves. Mr. Olds said that financial reporting is done on all grants at least every six months and outside auditors come once a year. Alan Olds said that our operating monies are held to HUD regulations.

Ron Alheim asked if HUD ever takes back money. Alan Olds said that monies must be expended during the grant period.

Sharon Jordan said that SMHA applies for grants and does the paperwork. Her focus is on expending grant money and operating money in a holistic manner.

Richard Homenick, Section 8 Director, said that SMHA has 1,328 vouchers assigned to the authority. We also operate a SRO program at the YMCA and there are 100 vouchers set aside for persons with disabilities. He said this is about as much as we can handle at this time and what the community can handle as well.

Denise Clark, Tenant Commissioner, asked about the Section 8 waiting list. Mr. Homenick said that it is now closed and usually opens once a year for one week. An announcement is published in the Gazette newspaper, the Spotlight newsletter and agencies are informed. Section 8 has started a homeownership program where Section 8 recipients can use their HAP payment toward their mortgage.

Sharon Jordan said that about 200 housing authorities out of 3,000 nationwide are participating in this new program, and SMHA is one of them.

Richard Homenick said we try to get applicants from our Family Self-Sufficiency (FSS) program.

Denise Clark asked for more of an explanation.

Sandra Baxter said that residents can apply and 5-year goals are set. While you are in the program, HUD matches the difference between your beginning wage and present wage and puts

it into an escrow account. Ms. Baxter said that is why it is beneficial to get into the program early. Diane Rourke is the FSS Occupancy Specialist.

Richard Homenick said that most candidates are FSS clients, and that Madlyn Harwell is the program coordinator for Homeownership. With the Section 8 Homeownership program that began in January, 2002, SMHA has had two closings on homes and there is one pending. Section 8 will apply the client's HAP payment to the client's mortgage for 15 years. SMHA is partnered with SEFCU, Egan Realty, the Community Land Trust, Better Neighborhoods, Inc. and others.

Ron Alheim asked if this program was for single-family houses only. Mr. Homenick said yes.

Stan Skinner explained the Altamont Program for recovering alcoholics in Schonowee Village and a program that will be running shortly with the YWCA for single mothers at Yates Village.

Ron Alheim said these programs sound like self-contained self-help groups.

Madlyn Harwell, Homeownership Coordinator, said she has been working on homeownership with SMHA since 1994, and that with the various programs, over 74 houses have been sold to low-income people in Schenectady. SMHA will be starting another program called SHOP, which will rehabilitate and sell 35 to 40 more homes.

Sharon Jordan said that SMHA put in a grant application in June, 2002, for Public Housing Homeownership.

Ron Alheim had a question about the public housing waiting list. Ms. Jordan said that currently there is a 33% turnover in Public Housing.

Ron Alheim said wouldn't it be better for prospective residents to bring their criminal records with them, rather than going through criminal checks. Ms. Baxter said SMHA would have to verify anyway and cannot be selective on criminal background checks.

Sharon Jordan adjourned the Advisory Board meeting at 5:55 pm.

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NY028k01

**MINUTES OF THE PUBLIC HEARING ON THE
2003 AGENCY PLAN
November 26, 2002**

Staff Present: Sharon Jordan, Director
Stan Skinner, Assistant Executive Director
Alan Olds, Finance Director
Richard Homenick, Section 8 Director
Carol Weintrauh, Executive Secretary

Commissioners Present: Augustus Bessinger, Denise Clark, Frank Duci,
Michael Moffett, Shirley O'Rourke, Bernard Waldron

Residents Present: Angelina Reveglia, Ten Eyck 403
Louise Perrino, Ten Eyck 411
Joseph Calvenese, Ten Eyck 504
Martha Gatchel, Ten Eyck 407

The Public Hearing was opened at 5:10 pm by Augustus Bessinger, Chairman of the Board of Commissioners.

There were no comments.

Part I: Summary

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

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

HA NAME SCHENECTADY MUNICIPAL HOUSING AUTHORITY		Comprehensive Grant Number NY06PO28708		FFY of Grant Approval 1999	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 19)				
3	1408 Management Improvements	432,098	373,697	373,697	373,697
4	1410 Administration	216,049	216,049	216,049	216,049
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000	100,000	100,000	100,000
8	1440 Site Acquisition				
9	1450 Site Improvement	381,841	332,244	332,244	332,244
10	1460 Dwelling Structures	578,000	981,949	981,949	981,949
11	1465.1 Dwelling Equipment - Non expendable	52,500	46,193	46,193	46,193
12	1470 Non dwelling Structures	315,000	38,966	38,966	38,966
13	1475 Non dwelling Equipment	85,000	71,390	71,390	71,390
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (May not exceed 8% of line 19)				
19	AMOUNT OF ANNUAL GRANT (SUM OF LINES 2 - 18)	2,160,488	2,160,488	2,160,488	2,160,488
20	Amount of Line 19 Related to LBP Activities	0			
21	Amount of Line 19 Related to Section 504 Compliance	120,000	39,610	39,610	39,610
22	Amount of Line 19 Related to Security	97,000	80,849	80,849	80,849
23	Amount of Line 19 Related to Energy Conservation Measures	50,000	203,152	203152	203152
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator/Date			

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report
ref Handbook 7485.3

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

NYO6PO28708

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated(2)	Funds Expend (2)	
PHA Wide Mgt Improvement	a. Continuing Anti-drug Program through Project Pride which includes programming such as Boys & Girls Club	1408	100%	175,000	175,000	175,000	175,000	
	b. Provide training for staff; computer, accounting, and occupancy	1408	25%	20,098	25,696	25,696	25,696	
	c. Family Self Sufficiency Program	1408	100%	55,000	48,052	48,052	48,052	
	d. Security Coordinator - includes Salary & Fringe	1408	100%	37,000	37,000	37,000	37,000	
	e. Off-duty police for foot patrols	1408	100%	60,000	43,849	43,849	43,849	
	f. Computer software	1408	100%	50,000	12,698	12,698	12,698	
	g. Senior Services Coordinator	1408	50%	35,000	31,402	31,402	31,402	
	SUBTOTAL			432,098	373,697	373,697	373,697	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

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

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

NYO6PO28708

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
NY28-11A Lincoln Heights	Repair/Replace Concrete Stairs and Railings	1450	100%	300,000	194,451	194,451	194,451	
	SUBTOTAL			300,000	194,451	194,451	194,451	

Signature of Executive Director and Date

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

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To Be Completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Part III: Implementation Schedule

Comprehensive Grant Program (CGP)

NYO6PO28708/1999

Development No. /Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1408 Management Improvement	9/30/01			9/30/02			
1410 Administrative Expense	9/30/01			9/30/02			
1430 Arch/Eng Fees	9/30/01			9/30/02			
NY28-1 Schonowee Village	9/30/01			9/30/02			
NY28-3 MacGathan Townhouses	9/30/01			9/30/02			
NY28-7 Maryvale Apartments	9/30/01			9/30/02			
NY28-11A Lincoln Heights Apartments	9/30/01			9/30/02			
NY28-11B Steinmetz Homes	9/30/01			9/30/02			
NY28-11C Ten Eyck Apartments	9/30/01			9/30/02			
NY28-11D Yates Village	9/30/01			9/30/02			

1) To be Completed for the Performance and Evaluation Report or a Revised Annual Statement Report

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

Signature of Executive Director and Date

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

**Annual Statement/Performance and Evaluation Report
Development**

US Department of Housing and Urban

Part I: Summary

Comprehensive Grant Program (CGP)
Indian Housing

Office of Public and

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

HA NAME SCHENECTADY MUNICIPAL HOUSING AUTHORITY	Comprehensive Grant Number Capital Fund	FFY of Grant Approval 2000
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number Performance and Evaluation Report for Program
Year Ending
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
	Original	Revised (1)	Obligated	Expended	
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 19)	394,136	394,136	394,136	394,136
3	1408 Management Improvements	394,136	272,878	272,878	183,081
4	1410 Administration	197,068	197,068	197,068	125,832
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	63,000	63,000	63,000	63,000
8	1440 Site Acquisition				
9	1450 Site Improvement	475,243	10,330	10,330	10,330
10	1460 Dwelling Structures	317,100	903,271	903,271	883,383
11	1465.1 Dwelling Equipment - Non-expendable	45,000	45,000	45,000	45,000
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	85,000	85,000	85,000	85,000
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (May not exceed 8% of line 19)				
19	AMOUNT OF ANNUAL GRANT (SUM OF LINES 2 - 18)	1,970,683	1,970,683	1,970,683	1,789,762
20	Amount of Line 19 Related to LBP Activities	0			
21	Amount of Line 19 Related to Section 504 Compliance	0			

22	Amount of Line 19 Related to Security	84,838	13,580	13,580	13,580
23	Amount of Line 19 Related to Energy Conservation Measures	0			
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator/Date			

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement
form HUD 52837 (10/96)

(2) To Be Completed for the Performance and Evaluation Report

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

Part II: Supporting Pages

Comprehensive Grant Program (CGP)
Capital Fund

and Urban Development

Office of Public and Indian Housing

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
PHA Wide	Operations	1406	100%	394,136	394,136	394,136	394,136	
Operations								
	SUBTOTAL			394,136	394,136	394,136	394,136	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated(2)	Funds Expend (2)	
PHA Wide Mgt Improvement	a. Continuing Anti-drug Program through Project Pride which includes programming such as Boys & Girls Club	1408	100%	175,000	175,000	175,000	115,181	
	b. Provide training for staff; computer, accounting, and occupancy	1408	25%	15,098	15,098	15,098	15,098	
	c. Family Self Sufficiency Program	1408	100%	50,000	0	0	0	
	d. Security Coordinator - includes Salary & Fringe	1408	100%	37,000	13,580	13,580	13,580	
	e. Off-duty police for foot patrols	1408	100%	47,838	0	0	0	
	f. Computer software	1408	100%	34,200	34,200	34,200	4,222	
	g. Senior Services Coordinator	1408	50%	35,000	35,000	35,000	35,000	
	SUBTOTAL			394,136	272,878	272,878	183,081	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

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

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
PHA Wide Fees/Costs	Architect & Engineering services for planning, drawing, specifications and plans	1430	100%	63,000	63,000	63,000	63,000	
	SUBTOTAL			63,000	63,000	63,000	63,000	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To Be Completed for the Performance and Evaluation Report

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

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
NY28-11B Steinmetz Homes	Sewer	1450		475,243	0			
	SUBTOTAL			475,243	0	0	0	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

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

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
NY28-11D Yates Village	Replace Playground Equipment	1450	100%	0	10,330	10,330	10,330	
	SUBTOTAL			0	10,330	10,330	10,330	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To Be Completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Part III: Implementation Schedule

Comprehensive Grant Program (CGP)

Capital Fund

Development No. /Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
				Original	Revised (1)	Actual (2)	
1408 Management Improvement	3/31/02			9/30/03			
1410 Administrati ve Expense	3/31/02			9/30/03			
1430 Arch/Eng Fees	3/31/02			9/30/03			
NY28-1 Schonowee Village	3/31/02			9/30/03			
NY28-3 MacGathan Townhouses							
NY28-7 Maryvale Apartments							
NY28-11A Lincoln Heights Apartments							
NY28-11B Steinmetz Homes	3/31/02			9/30/03			
NY28-11C Ten Eyck Apartments							
NY28-11D Yates Village	3/31/02			9/30/03			
1) To be Completed for the Performance and Evaluation Report or a Revised Annual Statement Report				(2) To be Completed for the Performance and Evaluation Report			
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			

Annual Statement/Performance and Evaluation Report

Part I: Summary

Comprehensive Grant Program (CGP)

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

**US Department of Housing
and Urban Development**

Office of Public and Indian Housing

HA NAME SCHENECTADY MUNICIPAL HOUSING AUTHORITY		Comprehensive Grant Number Capital Fund		FFY of Grant Approval 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 19)	394,136	394,136	394,136	394,136
3	1408 Management Improvements	326,298	200,055	200,055	64,734
4	1410 Administration	197,068	197,068	197,068	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	63,000	93,200	93,200	48,743
8	1440 Site Acquisition				
9	1450 Site Improvement	532,043	501,511	441,499	14,775
10	1460 Dwelling Structures	380,000	448,446	368,446	179,060
11	1465.1 Dwelling Equipment - Nonexpendable	37,343	37,343	37,343	33,188
12	1470 Nondwelling Structures		33,329	33,329	33,329
13	1475 Nondwelling Equipment	85,000	95,000	70,500	44,127
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1495.1 Relocation Costs		14,800	4,800	4,800
17	1498 Mod Used for Development				
18	1502 Contingency (May not exceed 8% of line 19)				
19	AMOUNT OF ANNUAL GRANT (SUM OF LINES 2 - 18)	2,014,888	2,014,888	1,840,376	816,892
20	Amount of Line 19 Related to LBP Activities	0			
21	Amount of Line 19 Related to Section 504 Compliance	50,000	133,769	43,769	0
22	Amount of Line 19 Related to Security	84,838	0	0	0
23	Amount of Line 19 Related to Energy Conservation Measures	0	20,000	12,000	
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator/Date		

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report
ref Handbook 7485.3

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
PHA Wide Mgt Improvement	a. Continuing Anti-drug Program through Project Pride which includes programming such as Boys & Girls Club	1408	100%	150,000	65,757	65,757	0	
	b. Provide training for staff; computer, accounting, and occupancy	1408	25%	15,098	15,098	15,098	7,193	
	c. Family Self Sufficiency Program	1408	100%	50,000	50,000	50,000	22,541	
	d. Security Coordinator - includes Salary & Fringe	1408	100%	37,000	0	0	0	
	e. Off-duty police for foot patrols	1408	100%	5,000	0	0	0	
	f. Computer software	1408	100%	34,200	34,200	34,200	0	
	g. Senior Services Coordinator	1408	50%	35,000	35,000	35,000	35,000	
	SUBTOTAL			326,298	200,055	200,055	64,734	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
PHA Wide Fees/Costs	Architect & Engineering services for planning, drawing, specifications and plans	1430	100%	63,000	93,200	93,200	48,743	
	SUBTOTAL			63,000	93,200	93,200	48,743	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To Be Completed for the Performance and Evaluation Report

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

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
NY28-11B Steinmetz Homes	Sewer	1450	50%	532,043	441,499	441,499	14,775	
	Rehab Apartments to meet PHAS standards	1460	100%	20,000	0	0	0	
	SUBTOTAL			552,043	441,499	441,499	14,775	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

US Department of Housing

OMB Approval

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

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised	Funds Obligate(2)	Funds Expend (2)	
NY28-11A Lincoln Heights	Rehab Apartments to meet PHAS standards	1460	100%	5,920	0			
	SUBTOTAL			5,920	0	0	0	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement
 (2) To Be Completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

US Department of Housing

OMB Approval

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

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
NY28-3 MacGathans Townhouses	Rehab Apartments to meet PHAS standards	1460	100%	4,000	0			
	Replacement of Roofing Shingles and soffits on 13 Buildings	1460	100%	0	249,000	249,000	179,060	
	Sidewalk Replacement	1450	80%	0	60,012	0	0	
	Convert two apartments to Handicap Units	1460	75%	0	80,000	0	0	
NY28-7 Maryvale Apartments	Rehab Apartments to meet PHAS standards	1460	100%	640	0			
	SUBTOTAL			4,640	389,012	249,000	179,060	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Part III: Implementation Schedule

Comprehensive Grant Program (CGP)

Capital Fund

Development No. /Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1408 Management Improvement	12/31/02			6/30/04			
1410 Administrative Expense	12/31/02			6/30/04			
1430 Arch/Eng Fees	12/31/02			6/30/04			
NY28-1 Schonowee Village	12/31/02			6/30/04			
NY28-3 MacGathan Townhouses	12/31/02			6/30/04			
NY28-7 Maryvale Apartments	12/31/02			6/30/04			
NY28-11A Lincoln Heights Apartments	12/31/02			6/30/04			
NY28-11B Steinmetz Homes	12/31/02			6/30/04			
NY28-11C Ten Eyck Apartments	12/31/02			6/30/04			
NY28-11D Yates Village	12/31/02			6/30/04			

1) To be Completed for the Performance and Evaluation Report or a Revised Annual Statement Report

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

Signature of Executive Director and Date

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

Annual Statement/Performance and Evaluation Report

US Department of Housing and Urban Development

Part I: Summary

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

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

HA NAME SCHENECTADY MUNICIPAL HOUSING AUTHORITY	Comprehensive Grant Number Capital Fund	FFY of Grant Approval 2002
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number Performance and Evaluation Report for Program Year Ending

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 19)	392,290	392,290		
3	1408 Management Improvements	392,290	286,700	286,700	
4	1410 Administration	196,145	196,145		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	63,000	63,000		
8	1440 Site Acquisition				
9	1450 Site Improvement	622,726	233,316	207,043	
10	1460 Dwelling Structures	195,000	570,000		
11	1465.1 Dwelling Equipment - Nonexpendable	25,000	25,000	15,637	7,859
12	1470 Nondwelling Structures		100,000		
13	1475 Nondwelling Equipment	75,000	95,000		
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (May not exceed 8% of line 19)				
19	AMOUNT OF ANNUAL GRANT (SUM OF LINES 2 - 18)	1,961,451	1,961,451	509,380	7,859
20	Amount of Line 19 Related to LBP Activities	0	0		
21	Amount of Line 19 Related to Section 504 Compliance	120,000	120,000		

22	Amount of Line 19 Related to Security	84,000	84,000		
23	Amount of Line 19 Related to Energy Conservation Measures	30,200	30,200	15,637	7,859
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator/Date			

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To Be Completed for the Performance and Evaluation Report

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated(2)	Funds Expend (2)	
PHA Wide Mgt Improvement	a. Continuing Anti-drug Program through Project Pride which includes programming such as Boys & Girls Club	1408	100%	175,000	49,000	49,000		
	b. Provide training for staff; computer, accounting, and occupancy	1408	25%	14,090	25,000	25,000		
	c. Family Self Sufficiency Program	1408	100%	50,000	50,000	50,000		
	d. Security Coordinator - includes Salary & Fringe	1408	100%	37,000	43,000	43,000		
	e. Off-duty police for foot patrols	1408	100%	47,000	33,500	33,500		
	f. Computer software	1408	100%	34,200	34,200	34,200		
	g. Senior Services Coordinator	1408	50%	35,000	35,000	35,000		
	h. Tenant Investigator	1408	33%	0	17,000	17,000		
	SUBTOTAL			392,290	286,700	286,700	0	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

Part II: Supporting Pages

and Urban Development

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
NY28-11A Lincoln Heights	Drainage on Hillside	1460	100%	160,000	140,000			
	Window Sill Replacement	1460	100%	75,000	75,000			
	Sandblast 8 Buildings	1460	100%	0	120,000			
	Replace misc concrete deficiencies	1450	100%	0	9,725			
NY28-1 Schonowee Village	Enclose Catwalks on one Building	1460	100%	0	150,000			
	Upgrade Emergency Lighting, smoke detectors, CO2 detectors	1460	100%	0	50,000			
	SUBTOTAL			235,000	544,725		0	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Part III: Implementation Schedule

Comprehensive Grant Program (CGP)

Capital Fund

Development No. /Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
				Original	Revised (1)	Actual (2)	
1408 Management Improvement	5/31/04			5/31/06			
1410 Administrati ve Expense	5/31/04			5/31/06			
1430 Arch/Eng Fees	5/31/04			5/31/06			
NY28-1 Schonowee Village	5/31/04			5/31/06			
NY28-3 MacGathan Townhouses	5/31/04			5/31/06			
NY28-7 Maryvale Apartments	5/31/04			5/31/06			
NY28-11A Lincoln Heights Apartments	5/31/04			5/31/06			
NY28-11B Steinmetz Homes	5/31/04			5/31/06			
NY28-11C Ten Eyck Apartments	5/31/04			5/31/06			
NY28-11D Yates Village	5/31/04			5/31/06			
1) To be Completed for the Performance and Evaluation Report or a Revised Annual Statement Report (2) To be Completed for the Performance and Evaluation Report							
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			

Annual Statement/Performance and Evaluation Report

US Department of Housing and Urban Development

Part I: Summary

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

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

HA NAME SCHENECTADY MUNICIPAL HOUSING AUTHORITY	Comprehensive Grant Number Capital Fund	FFY of Grant Approval 2000
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number Performance and Evaluation Report
X Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 19)				
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	1495.1 Relocation Costs				
17	1498 Mod Used for Development	73,622	73,622	73,622	73,622
18	1502 Contingency (May not exceed 8% of line 19)				
19	AMOUNT OF ANNUAL GRANT (SUM OF LINES 2 - 18)	73,622	73,622	73,622	73,622
20	Amount of Line 19 Related to LBP Activities	0			
21	Amount of Line 19 Related to Section 504 Compliance	0			
22	Amount of Line 19 Related to Security	0			
23	Amount of Line 19 Related to Energy Conservation Measures	0			

Signature of Executive Director and Date

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

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement Form HUD 52837 (10/96) (2) To Be Completed for the Performance and Evaluation Report
Page 1 of 10 ref Handbook 7485.3

Annual Statement/Performance and Evaluation Report

US Department of Housing and Urban Development

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

Part II: Supporting Page

Comprehensive Grant Program (CGP)

Office of Public and Indian Housing

Capital Fund

Development No. /Name HA-Wide Activities	General Description of Major Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligate(2)	Funds Expend (2)	
NY06P028013	Rehabilitation of 1-2 homes	1499	100%	73,622	73,622	73,622	73,622	
	SUBTOTAL			73,622	73,622	73,622	73,622	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Part III: Implementation Schedule

Comprehensive Grant Program (CGP)

Capital Fund

Development No. /Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
				Original	Revised (1)	Actual (2)	
1408 Management Improvement	3/31/02			9/30/03			
1410 Administrati ve Expense	3/31/02			9/30/03			
1430 Arch/Eng Fees	3/31/02			9/30/03			
NY28-1 Schonowee Village	3/31/02			9/30/03			
NY28-3 MacGathan Townhouses							
NY28-7 Maryvale Apartments							
NY28-11A Lincoln Heights Apartments							
NY28-11B Steinmetz Homes	3/31/02			9/30/03			
NY28-11C Ten Eyck Apartments							
NY28-11D Yates Village	3/31/02			9/30/03			
1) To be Completed for the Performance and Evaluation Report or a Revised Annual Statement Report (2) To be Completed for the Performance and Evaluation Report							
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			

Annual Statement/Performance and Evaluation Report

Part I: Summary

Comprehensive Grant Program (CGP)

2577-0157 (Exp 7/31/98)

US Department of Housing
and Urban Development

Office of Public and Indian Housing

OMB Approval No.

HA NAME SCHENECTADY MUNICIPAL HOUSING AUTHORITY	Comprehensive Grant Number Capital Fund	FFY of Grant Approval 2001
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number Performance and Evaluation Report for Program Year Ending
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 19)				
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	1495.1 Relocation Costs				
17	1498 Mod Used for Development	75,271			
18	1502 Contingency (May not exceed 8% of line 19)				
19	AMOUNT OF ANNUAL GRANT (SUM OF LINES 2 - 18)	75,271	0	0	0
20	Amount of Line 19 Related to LBP Activities	0			
21	Amount of Line 19 Related to Section 504 Compliance	0			
22	Amount of Line 19 Related to Security	0			
23	Amount of Line 19 Related to Energy Conservation Measures	0			

Signature of Executive Director and Date

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

- (1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement
- (2) To Be Completed for the Performance and Evaluation Report
ref Handbook 7485.3

Annual Statement/Performance and Evaluation Report

Part III: Implementation Schedule

Comprehensive Grant Program (CGP)

Capital Fund

Development No. /Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1408 Management Improvement	12/31/02			6/30/04			
1410 Administrati ve Expense	12/31/02			6/30/04			
1430 Arch/Eng Fees	12/31/02			6/30/04			
NY28-1 Schonowee Village	12/31/02			6/30/04			
NY28-3 MacGathan Townhouses	12/31/02			6/30/04			
NY28-7 Maryvale Apartments	12/31/02			6/30/04			
NY28-11A Lincoln Heights Apartments	12/31/02			6/30/04			
NY28-11B Steinmetz Homes	12/31/02			6/30/04			
NY28-11C Ten Eyck Apartments	12/31/02			6/30/04			
NY28-11D Yates Village	12/31/02			6/30/04			

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

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

Signature of Executive Director and Date

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

Annual Statement/Performance and Evaluation Report

US Department of Housing and Urban Development

Part I: Summary

Capital Fund Program (CFP)

Office of Public and Indian Housing

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

HA NAME SCHENECTADY MUNICIPAL HOUSING AUTHORITY		Comprehensive Grant Number Capital Fund		FFY of Grant Approval 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 19)				
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	1495.1 Relocation Costs				
17	1498 Mod Used for Development	74,073			
18	1502 Contingency (May not exceed 8% of line 19)				
19	AMOUNT OF ANNUAL GRANT (SUM OF LINES 2 - 18)	74,073			0
20	Amount of Line 19 Related to LBP Activities	0			
21	Amount of Line 19 Related to Section 504 Compliance				
22	Amount of Line 19 Related to Security				

23	Amount of Line 19 Related to Energy Conservation Measures				
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator/Date			

(1) To Be Completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To Be Completed for the Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report

Part III: Implementation Schedule

Comprehensive Grant Program (CGP)

Capital Fund

Development No. /Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1408 Management Improvement	5/31/04			5/31/06			
1410 Administrative Expense	5/31/04			5/31/06			
1430 Arch/Eng Fees	5/31/04			5/31/06			
NY28-1 Schonowee Village	5/31/04			5/31/06			
NY28-3 MacGathan Townhouses	5/31/04			5/31/06			
NY28-7 Maryvale Apartments	5/31/04			5/31/06			
NY28-11A Lincoln Heights Apartments	5/31/04			5/31/06			
NY28-11B Steinmetz Homes	5/31/04			5/31/06			
NY28-11C Ten Eyck Apartments	5/31/04			5/31/06			
HA Wide Activity	5/31/04			5/31/06			
1) To be Completed for the Performance and Evaluation Report or a Revised Annual Statement Report (2) To be Completed for the Performance and Evaluation Report							
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			