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

Akron Metropolitan Housing Authority

PHA Plan

5-Year Plan for Fiscal Years 2001 - 2005

Annual Plan

Fiscal Year 2003

July 1, 2003 – June 30, 2004

Revised September 8, 2003

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

PHA Plan
Agency Identification

PHA Name: Akron Metropolitan Housing Authority

PHA Number: OH007

PHA Fiscal Year Beginning: 07/01/2003

Public Access to Information

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

☒ Main administrative office of the PHA
☐ PHA development management offices: Pinewood (Twinsburg), Alpeter (Barberton), Sutliff (Cuyahoga Falls)
☐ 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 (New Address)
☒ PHA website (www.akronhousing.org)
☐ Other (list below)

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

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

Annual PHA Plan
PHA Fiscal Year 2004

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

Executive Summary

The U.S. Department of Housing and Urban Development has informed Housing Authorities that the upcoming operating subsidies for the Low-Income Public Housing program could be cut by as much as 30%. Some estimates and comments by HUD officials put the cuts at approximately 10%. Nonetheless, it appears that there will be significant budget shortfalls this coming fiscal year. If these funds are not restored to the levels necessary to sustain reasonable services in the program, planned activities and improvements may have to be suspended or altered greatly. Funds to operate the Section 8 Housing Choice Voucher program face similar cuts. Amendments will be made to this plan as deemed necessary.

Introduction

Pursuant to Section 511 of the Quality Housing and Work Responsibility Act of 1998, the Akron Metropolitan Housing Authority (AMHA) has developed an Annual Agency Plan for fiscal year 2004 (July 1, 2003 through June 30, 2004). It is the fourth annual installment of the first 5-Year Strategic Plan submitted to the Department of Housing and Urban Development (HUD) by the AMHA. The Annual Agency Plan outlines the

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strategies and resources that will be employed throughout the upcoming fiscal year in pursuit of the Agency's mission, goals and objectives.

Mission and Goals

The Akron Metropolitan Housing Authority is committed to building stronger neighborhoods by providing quality housing options and professional services for eligible residents of Summit County in partnership with the greater community. The AMHA is striving to be a national pacesetter among housing providers.

Five-Year Strategic Goals

The above statement is the *mission* of the Akron Metropolitan Housing Authority. The Agency's activities and efforts are focused on carrying out that mission. Seven major goals were outlined in the 5-Year Strategic Plan submitted to HUD in April 2000. These goals are the links between the Housing Authority's mission and the objectives set forth in each Annual Plan. The goals, detailed below, remain valid through FY2004. They are:

1. Increase the availability of decent, safe, and affordable housing.
2. Improve the quality of the property assets and physical environment of residents.
3. Expand affordable housing choices for eligible persons in the jurisdiction.
4. Enhance customer service to residents, applicants, and organizations in partnership the AMHA.
5. Participate in programs and activities that provide economic and educational opportunities for residents.
6. Improve the operational effectiveness and efficiency of the AMHA.
7. Ensure Equal Opportunity in Housing.

Housing Needs

The Akron Metropolitan Housing Authority is a major affordable housing resource in the local community. Whether it is in the form of rental subsidies or offering dwelling units for rental, the Housing Authority plays an extremely important role assisting individuals and families in their search for decent and affordable housing in Summit County. In an effort to direct it's resources in the most efficient and effective manner to those eligible for and in need of assistance, the AMHA must have a clear understanding of the affordable housing needs in the community.

An *Affordable Housing Needs Assessment* is presently underway. The effort includes an analysis of the 2000 census data and AMHA program wait list information, participation in Summit Poll 2003 conducted by the University of Akron's Center for

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Policy Studies and, an inventory of all public and private assisted/subsidized housing presently available in the county. Additionally, interviews will be conducted with housing providers, financial institutions and affordable housing advocacy organizations. The needs assessment will be shared with local government planning departments, housing providers, community development corporations and others, including non-profits housing organizations and service providers. If the affordable housing demands in our community are to be effectively addressed, it is important that there be a general consensus as to the actual housing needs and appropriate affordability strategies. The needs assessment is the first step in the effort to gain consensus.

Capital Funding Plans

Capital Funds are provided to the Housing Authority annually to do improvements to existing properties, carry out management improvements, develop new housing, run resident programs and supplement security activities in the Low-Income Public Housing program. HUD has not yet released the Capital Fund budget figures for the coming year; however, preliminary estimates indicate a possible reduction of up to 25%. Translated to cash available for the above referenced categories, the loss could reach $2.5 million. For planning purposes, the Housing Authority has not assumed the reduction but has prioritized the identified line items and, if funds are reduced, will adjust the expenditures accordingly.

FY 2004 Capital Fund work items differ little from those in recent past years. The comprehensive rehabilitation of dwelling units will continue to be the major focus of attention. Rehab work on the single-family scattered sites housing stock will be increased substantially this year. Lead-based paint, asbestos and mold abatement activities will also continue to be a priority. ADA accommodations will be funded per usual. Aside from the modernization of scattered sites homes, no new rehabilitation construction projects will begin. Planning activities will get underway for the rehab of the Lauer high-rise building. Numerous capital improvements will be made at other properties including, installation of emergency generators, roof replacements, street and lot paving and electric service improvements. (See Attachment **OH007a1.doc** for details)

Development/Conversion/Disposition Activity

The primary development goal in FY 2004 remains the revitalization of Elizabeth Park Homes. A Hope VI Revitalization Grant was awarded to the AMHA on March 3, 2003. The grant for $19.25 million will be used to finance the new housing development and the economic/social service plans outlined in the Hope VI grant application plan. Planning activities, resident programs and site improvements are

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expected to take place during this fiscal year. Housing unit construction will begin in FY 2005.

Replacement Housing Factor (RHF) monies, provided by HUD as compensation for recently demolished units, will be used to develop replacement housing. The Authority will combine RHF funds with Capital Funds to develop twenty new units. Present development priorities are: (1) assisted housing for the elderly (However, the cost of operations associated with this type of housing remains problematic.), (2) multi-family rental and single-family units in the Hope VI revitalization neighborhood and, (3) rental units in non-traditional areas.

During the upcoming year, the AMHA will be reassessing the value of doing voluntary conversions. *Conversions* are the transfer of LIPH housing assets from public housing to other ownership and subsidy. The Housing Authority's initial assessment did not indicate an advantage to pursuing this restructuring possibility. In the future, conversions may be a valuable tool when matching housing resources to needs. Final regulations and rules have not yet been enacted. Upon publication, the final rule will be closely examined to understand the potential benefits to our constituents and the Authority.

Disposition, or the sale of property assets, is part of the strategy to make the best use of the available resources. Vacant single-family lots, not being held for future development, may be sold. Property that is considered excess public housing requires HUD approval and must be disposed of in accordance with federal regulations. This activity commenced in FY 2003 and is likely to continue throughout the next fiscal year. Also under consideration is the possible sale of housing units where the location of the development is no longer conducive to the existing residential use or the cost associated with modernization is prohibitively expensive. The AMHA's Spicer Street Apartments, located close to the University of Akron, meet these criterion. Bids to rehab the property are excessively high and the current residential use does not match the neighborhood. Disposition may also included the sale of homes through a new LIPH Homeownership Program. (See Attachment **OH007b2.doc** for a detailed list of properties being considered for disposition.)

Homeownership Programs

It is the intention of the AMHA to develop a homeownership program pursuant to newly published *24 CFR Part 906 – Public Housing Homeownership Program; Final Rule*. The *Final Rule* was published on March 11, 2003 and is being studied for implementation in FY 2004. When a detailed program description has been completed and is ready for implementation it will be handled as a significant deviation from the currently published Annual Plan, thus requiring appropriate public and resident comments. Its implementation will occur after public comment and acceptance by the AMHA's Board of Trustee through resolution and appropriate HUD approvals.

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Additionally, the AMHA hopes to begin the previously published and approved *Section 8 Homeownership Option Program*. Prior to the implementation the rules of eligibility and operation may be altered to be compatible with the 24 CFR 906 Final Rule. Resident and public comments will be sought and the program will resubmitted for proper approvals pursuant to the outline above.

Operations

Over the past three years, the AMHA has been working diligently to streamline the operations and to become more efficient. In doing so, it is important to also improve customer service and be more effective. In a highly regulated environment where appropriations are unpredictable, these objectives are not easily accomplished. If operating budgets are significantly reduced, the Authority may be forced to reorganize processes and service programs. At this time, the extent of potential adjustments is not known. Funding issues aside, target areas of improvement this year are: procurement, S8 rent determination and inspections, and an upgrade of the mission critical operations software governing the admissions/placement and S8 processes.

Resident Services and Programming

The Housing Authority has always supported a wide variety of resident services and programs. None of the current activities has been identified for elimination; however, overall funding cuts may influence the level of support for each program receives this fiscal year. A few new program initiatives being considered. (1) Visiting Nurse Services: Provide a geriatric clinical nurse specialist to perform health assessments for applicable residents of the Allen Dickson building. (2) YouthBuild: Collaborate with Akron Summit Community Action Agency to provide hands on training locations for their YouthBuild program. (3) Housekeeping 101: New AMHA (LIPH) residents will receive housekeeping training, a manual and cleaning supplies at move-in. Current residents who fail their housekeeping inspection more than one time would be required to attend the housekeeping training program. (4) Homeownership Training and Assistance: Individuals/Families that desire to become first-time homeowners will have an opportunity to receive training on all aspects of homeownership. Training may include, but is not limited to, financing, household budgeting, maintenance, credit, finding an appropriate home, etc.

Congress has not restricted the use of federal funds to execute a community service requirement for residents as they did last year. Therefore, the AMHA will be reinstating the policy and program implemented in late FY2002. See Attached **OH007c2.doc** for policy statement and details. Additional HUD guidance is expected on the subject and adjustments to the program will be made accordingly.

Security

The elimination of the *Public Housing Drug Elimination Program (PHDEP)* in 2002 by Congress and HUD will begin having an affect on the security operations in FY 2004. Approximately 24% of the annual security budget came from this grant. Reductions in the LIPH operating appropriations make it extremely difficult to maintain the current funding levels for security activities. As a result, security initiatives will be prioritized. Unless some of the federal support is restored there will be a greater reliance on the local police forces in the future.

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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Required Attachments:

- ☒ Admissions Policy for De-concentration; Attachment oh007d3.doc
- ☒ FY 2003 Capital Fund Program Annual Statement; Attachment oh007a3.doc
- ☐ Most recent board-approved operating budget (Required Attachment for troubled PHAs or at risk of being designated troubled ONLY) (All budgets and audit material submitted previously to Cleveland HUD Field Office)

Optional Attachments:

- ☐ PHA Management Organizational Chart
- ☐ FY 2000 Capital Fund Program 5-Year Action Plan
- ☐ Public Housing Drug Elimination Program (PHDEP Plan)
- ☐ Comments of Resident Advisory Board or Boards
- ☒ Other: Attachment oh007b3.doc (Disposition List), Attachment ohoo7c3.doc (Com. Service)

Supporting Documents Available for Review

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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**
Being prepared for FY 2004	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
NA – reviewing consistency	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
NA	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
Available at appropriate city and county locations	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
FY 2004 budget not available at this time	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Available	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
Available	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Available	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required de-concentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
Available	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
Available	Schedule of flat rents offered at each public housing development ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Available	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Available	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
Available	Public housing grievance procedures ☐ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Available	Section 8 informal review and hearing procedures ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
NA	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
NA	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
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	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
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program ☒ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Available	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Available	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
Available	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
NA	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
Available	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
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction Family Type (**Needs Assessment Underway – See Executive Summary**) (Updated needs data will be provided as soon as possible.)							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Location
Income <= 30% of AMI	33,000	5	4	2	NA	2	4
Income >30% but <=50% of AMI	28,000	3	3	2	Na	1	3
Income >50% but <80% of AMI	29,000	3	2	2	NA	1	2
Elderly	15,000	3	1	1	2	1	2
Families with Disabilities	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity (Non-minority)	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity (Black)	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity (Hispanic)	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA

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:

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy
Indicate year: 1999

☐ American Housing Survey data
Indicate year:

☒ Other housing market study
Indicate year: 1999

☐ Other sources: (list and indicate year of information)

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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 Data: January 2003			
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/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	**(Active & Unverified)**		22%
Extremely low income <=30% AMI	1689	88.9%	
Very low income (>30% but <=50% AMI)	167	8.8%	
Low income (>50% but <80% AMI)	42	2.3%	
Families with children	201		
Elderly families	309	19.3%	
Families with Disabilities			
Race/ethnicity (Non-minority)	744	39.2%	
Race/ethnicity (Black)	1146	60.4%	
Race/ethnicity (Other)	8	.4%	

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Housing Needs of Families on the Waiting List Data: January 2003			
Characteristics by Bedroom Size (**Public Housing Only/Verified & in process)**	Applications as of February 2003	Percent of total LIPH wait list as of February 2003	Annual Turnover
1BR	1339	70.5%	
2 BR	474	24.9%	
3 BR	69	3.6%	
4 BR	10	.53%	
5 BR	6	.47%	
Total	1898	100%	

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

Characteristics by Bedroom Size (Section 8 Vouchers)	Applications as of February 2003	Percent of total wait list as of February 2003	
Total	3200	100	

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

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:

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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 (If permitted by regulation.)
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing. *Participating as a financial partner in a LIHTC project in the City of Green. Additional M-F projects under consideration.*
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance. *Utilize Hope VI funds for the revitalization of Elizabeth Park Homes for a mixed-income project. Pursue LIHTC resources when appropriate.*
- ☒ Other: *Develop housing with monies from RHF and CF to replace units lost to demolition.*

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

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☒ 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): When determining the total tenant payment for rent the following income determination policies have been adopted that encourage self-sufficiency and promote work. A complete description of these can be found in the *Admissions and Continued Occupancy Policy, Chapter 6.*

A. C. Training Income Exclusions
D. Disallowance of Earned Income From Rent Determinations

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. *Designated-housing plan may be filed if assisted care recommendations are carried out during the fiscal year2003. If this occurs, the AMHA will follow the appropriate regulations governing the development of a plan. This section of the Annual Plan will be revised in accordance with federal regulations, if it becomes necessary.*
☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
☒ Other: *Pursue assisted housing plans identified in Maxfield study should additional operating revenue become available.*

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

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☐ Seek designation of public housing for families with disabilities. *Designated housing plan may be filed if assisted care recommendations are carried out during the fiscal year2004.*
☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
☒ Affirmatively market to local non-profit agencies that assist families with disabilities
☐ Other: (list below)

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

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

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

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

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

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

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☒ Funding constraints
☒ Staffing constraints
☒ Limited availability of sites for assisted housing
☒ Extent to which particular housing needs are met by other organizations in the community

- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☒ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☒ Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2003 grants)**		
a) Public Housing Operating Fund	15,200,000	
b) Public Housing Capital Fund	8,201,725	Partial Allocation
c) HOPE VI Revitalization	19,250,000	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	22,000,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	82,761	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
New Approach Anti-Drug Program	52,000	
Housing Search Assistance Program	333,333	Marketing & counseling.
2. Prior Year Federal Grants (un-obligated funds only) (list below)		
Housing Replacement Fund 2000	569,685	New Housing
Housing Replacement Fund 2001	601,888	New Housing
Housing Replacement Fund 2002	718,858	New Housing
Housing Replacement Fund 2003	509,995	New Housing
PHDEP (2001)	50,000	Security & Anti-Drug
3. Public Housing Dwelling Rental Income	6,378,000	Operating Funds
4. Other income (list below *)	240,000	
Laundry facilities*		

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Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
Section 8 Admin. Fee interest	50,000	
Interest income	70,000	
Section 8 Admin Fees (Vouchers)	1,900,000	S8 Operations
Section 8 Contract Admin Fees Earned	220,000	Operations
4. Non-federal sources (list below)		
Total resources	**76,428,245**	Total includes full Hope VI grant award.

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)
☐ When families are within a certain time of being offered a unit: (state time)
☒ Other: (describe) At time of admission and prior to placement.

b. Which non-income (screening) factors do 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): Outstanding receivables and previous lease violations resulting in cancellation and/or eviction with AMHA.

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 *Low-Income Public Housing*
☐ Sub-jurisdictional lists
☐ Site-based waiting lists:
☐ Other (describe):

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

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☒ 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

A. How many site-based waiting lists will the PHA operate in the coming year?
0 Elizabeth Park Homes Hope VI site-based wait list not expected to begin this fiscal 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 are on more than one list simultaneously
If yes, how many lists? *Any and all appropriate waiting list.*

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: *See de-concentration policy.*

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (List below)

☒ Emergencies
☐ Over-housed
☐ Under-housed
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☒ Other: (list below**):** *Approved hardships and Hope VI.*

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)
Revision to Annual Plan.
☐ 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) *Applicants not currently residing in subsidized housing units.*

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.

5 Date and Time

Former Federal preferences:
2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)
☐ Working families and those unable to work because of age or disability
3☒ Veterans and veterans' families
4☒ 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
1☒ Other preference(s) (list below) *Applicants not residing in subsidized housing units.*

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) De-concentration and Income Mixing

See De-concentration attachment OH007d3.doc

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): Owing balances and previous lease violations resulting in cancellation and/or eviction.

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) Per the request of a landlord/owner, the AMHA would allow them to view the file information with a voluntary release of information from applicant.

(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: If applicant shows evidence of difficulty finding an appropriate unit.

(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)
Revision to Annual Plan.

☐ 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) Applicants not currently residing in subsidized housing units.

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.

5 Date and Time

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

Other preferences (select all that apply)
☐ Working families and those unable to work because of age or disability
3☒ Veterans and veterans' families
4☒ 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
1☒ Other preference(s) (list below) Applicant not currently residing in subsidized housing unit.

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)

- Application orientation handouts.

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

☒ Through published notices
☒ Other (list below) Applicants are notified during the voucher issuance briefing.

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 highest 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

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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) All income paid to persons outside the family for child support.

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

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☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

☒ The section 8 rent reasonableness study of comparable housing (*Scattered sites only).*
☐ Survey of rents listed in local newspaper
☐ Survey of similar unassisted units in the neighborhood

☒ Other (list/describe below):
Third party market analysis was conducted for selected multi-family and high-rise elderly developments. Flat rents were adjusted for condition, recent capital investment and services provided.

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 below100% of FMR
☐ 100% of FMR
☒ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

☒ Annually
☐ Other (list below)

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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)

The Akron Metropolitan Housing Authority is a high performing PHA and is exempt from submitting information for this section.

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	4568	20%
Section 8 NC/SR	199	20%
Section 8 Vouchers	3745	20%
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually) a. Welfare-to-Work b. Shelter Plus Care c. FSS d. SRO		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs		

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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.

The Akron Metropolitan Housing Authority is a high performing PHA and is exempt from submitting information for this section.

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)
Section 8 Department

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 OH007a3.doc

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

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

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

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

The AMHA has received a $19.25m Hope VI Revitalization Grant for Elizabeth Park Homes. Grant implementation action is presently getting underway.

☒ 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: Elizabeth Park Homes
2. Development (project) number: OH007-01
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? LIHTC – Green, Ohio

☒ 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:
The AMHA will begin to implement its RHF Plan. Twenty new units of housing will be developed.

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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: Spicer Terrace 1b. Development (project) number: OH007-13
2. Activity type: Demolition ☐ Disposition ☒
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☒
4. Date application approved, submitted, or planned for submission: July 31, 2003 or later
5. Number of units affected: 21 Units (15 one bdrm, 6 two bdrm) 6. Coverage of action (select one) ☒ Part of the development (HUD ACC OH007-13) ☐ Total development
7. Timeline for activity: Not determined until application approved. a. Actual or projected start date of activity: b. b. Projected end date of activity:

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Demolition/Disposition Activity Description
1a. Development name: Various Scattered Site Developments 1b. Development (project) number: OH007-01,08,11,13,14,23,32,37,59 (See Attachment OH007b2.doc)
2. Activity type: Demolition ☐ Disposition ☒
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☒
4. Date application approved, submitted, or planned for submission: August 30, 2003 or later
5. Number of units affected: 57 vacant parcels (excess vacant property) 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: Not determined until application approved. c. Actual or projected start date of activity: d. b. Projected end date of activity:

Demolition/Disposition Activity Description
1a. Development name: Elizabeth Park Homes 1b. Development (project) number: OH007-01 (See Attachment OH007b2.doc)
2. Activity type: Demolition ☒ Remaining Buildings Disposition ☒ Land Lease to Hope VI Developer
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☒ As part of the Hope VI Revitalization Project
4. Date application approved, submitted, or planned for submission: As part of Hope VI
5. Number of units affected: 124 6. Coverage of action (select one) ☐ Part of the development ☒ Total development
7. Timeline for activity: e. Actual or projected start date of activity: July 2003 f. b. Projected end date of activity: Sept 2008

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

[24 CFR Part 903.7 9 (i)]

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

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

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ Total development

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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.

Initial conversion assessment completed on all required LIPH property. See attachment for summary of findings. Additional assessment analysis to be done on LIPH properties as regulations are clarified and additional regulations are promulgated.

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? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. : Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.) ☐ Yes ☐ No

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4. Status of Conversion Plan (select the statement that best describes the current status)
   - ☐ Conversion Plan in development
   - ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY)
   - ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY)
   - ☐ 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)
   - ☐ Units addressed in a pending or approved demolition application (date submitted or approved:
   - ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:)
   - ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:)
   - ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
   - ☐ Requirements no longer applicable: site now has less than 300 units
   - ☐ 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

See Attachment OH007e3.doc

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan)

The AMHA will develop a homeownership program as part of its HOPE VI project at Elizabeth Park. Additionally, this fiscal year a jurisdiction-wide LIPH homeownership program will be developed. There was not sufficient time to complete the writing of a program since the final rule was just published March 11, 2003. The Annual Plan will be amended in the appropriate manner when necessary.

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: Elizabeth Park Homes 1b. Development (project) number: OH007-01
2. Federal Program authority: ☐ HOPE I ☒ 5(h) ***As amended by 24 CFR Part 906*** ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)

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3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval. ☒ Planned application: *Hope VI Process*
4. Date Homeownership Plan/Program : June 1, 2004
5. Number of units affected: 13 LIPH Hope VI Homeownership Units 6. Coverage of action: (select one) ☒ Part of the development ☐ 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.) See Attachment.

2. Program Description: A complete description of the program can be found in attachment "C" to this document. The Amah's S8 homeownership program will be in effect until notice is published ending the program. No more than fifty vouchers will be used for participants of the program pursuant to policy unless this number is increase by action taken by the AMHA Board through passage of an appropriate resolution.

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 (may be increased by Board approval if desired)
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

☒ Yes
☐ No

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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:

Detailed program criteria can be found in the S8 Homeownership Program description **Attachment OH007f3.doc**

_____LIPH Homeownership Program will be submitted as a revision at a later date after Board of Trustee approval.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

The AMHA is a high performing PHA and is not subjected to this requirement.

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)? The AMHA is actively seeking an agreement with the TANF Agency.

If yes, what was the date that agreement was signed?

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: AMHA is a contract agency with the local TANF Agency to administer a component of their prevention/retention/contingency program.

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

☐ Public housing rent determination policies
☐ Public housing admissions policies
☐ Section 8 admissions policies

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

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program (Original Size of Program)	Required Number of Participants (As of 03/11/2003)	Actual Number of Participants (As of: 03/11/2003)

b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address

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the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

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

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

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

See **Attachment OH007c3.doc** to this document: *Community Service Policy*.

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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.

The AMHA is a high performing PHA and is not subjected to this requirement.

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) Major needs, in regards to safety, center around fire prevention.

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

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

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

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)

1. 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. **Program has been eliminated by Congress and HUD.**

☐ 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 2001 in this PHA Plan?

☐ Yes ☐ No: This PHDEP Plan is an Attachment

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14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Policy Previously Submitted. No changes have been made.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Certification submitted with Annual Plan in April 2003

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? Audit has been conducted, received and 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)?

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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.

The AMHA is a high performing PHA and is not subjected to this requirement.

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?

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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?

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

☐ Attached at Attachment (File name)

☒ Provided below:

- One commenter suggested that managers inform every new move-in not to let strangers in buildings unless they are there to see them. They felt this type of action should be considered a lease violation and be subject to cancellation for non-compliance.
- Four respondents noted their unconditional support for the Annual Plan without additional comment.

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 resident was appointed to the AMHA Board of Trustees to fill a position vacated 12/31/2002. The Mayor of Akron was the appointing official.

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

☐ Candidates were nominated by resident and assisted family organizations

☐ Any adult recipient of PHA assistance could nominate candidates

☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
☐ Other: (describe)

b. Eligible candidates: (select one)
☐ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance
☐ Any adult recipient of PHA assistance
☐ Any adult member of a resident or assisted family organization
☐ Other (list)

c. Eligible voters: (select all that apply)
☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
☐ Representatives of all PHA resident and assisted family organizations
☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: *Summit County, City of Akron, and City of Barberton*

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)
Homeownership and Lead-based paint abatement and Capital Fund activities.

☐ Other: (list below)

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

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Homeownership down payment assistance – All
Norton Homes - future use and plans – Barberton
Hope VI Revitalization of Elizabeth Park Homes - Akron
Lead-based Paint /Hazardous Materials Abatement - All

D. Other Information Required by HUD

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

Attachments

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

1. OH007a3.doc Capital Fund and P & E Reports
2. OH007b3.doc Property Disposition List
3. OH007c3.doc Community Service Program
4. OH007d3.doc De-Concentration
5. OH007e3.doc Conversion Information
6. OH007f3.doc Section 8 Homeownership Policy
7. OH007g3.doc Resident Membership On Board
8. OH007h3.doc AMHA Pet Policy
9. OH007i3.doc FY2003 Goals Update
10. OH007j3.doc Resident Advisory Board Membership

Table Library

Annual Statement/Performance and Evaluation Report
OH12P007-50100

CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50100 Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2000

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 12/31/02 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	629,227.90	603,089.58	603,089.58	569,590.57
	Management Improvements Hard Costs				
4	1410 Administration	350,000.00	350,000.00	350,000.00	350,000.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	662,339.07	660,478.67	660.478.67	660,478.67
8	1440 Site Acquisition				
9	1450 Site Improvement	878,335.06	774,951.93	774,951.93	774,951.93
10	1460 Dwelling Structures	6,681,297.43	6,705,674.33	6,705,674.33	6,727,102.08
11	1465.1 Dwelling Equipment-Nonexpendable	141,520.00	137,501.77	137,501.77	137,501.77
12	1470 Non-Dwelling Structures	100,000.00	100,000.00	100,000.00	100,000.00
13	1475 Non-Dwelling Equipment	365,162.87	365,115.97	365,115.97	361,770.75
14	14885 Demolition	603,010.89	696,699.41	696,699.41	635,481.22
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	20,531.78	37,913.34	37,913.34	37,913.34
18	1499 Development Activities				
19	1502 Contingency				
20	**Amount of Annual Grant (Sum of Lines…..)**	**10,431,425.00**	**10,431,425.00**	**10,431,425.00**	**10,354,790.33**
	Amount of Line 20 Related to LBP Activities	241,567.07			
	Amount of Line 20 Related to Section 504 Compliance	55,036,.77			
	Amount of Line 20 Related to Security – Soft Costs	100,000.00			
	Amount of Line 20 Related to Security – Hard Costs	85,980.00			
	Amount of Line 20 Related to Energy Conservation Measures	500,000.00			
	Collateralization Expenses or Debt Services				

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50100 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2000

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**	**Obligated**	**Expended**	
	ADMINISTRATION		1410		350,000.00	350,000.00	350,000.00	350,000.00	Complete
PHA WIDE	MANAGEMENT IMPROVEMENTS								
	1. Security		1408		100,000.00	100,000.00	100,000.00	100,000.00	Complete
	2. Resident Initiatives		1408		247,697.40	247,697.40	247,697.40	247.697.40	Complete
	2a. Resident Initiatives Computers		1475		2,842.38	2,842.38	2,842.38	2,842.38	Complete
	3. Computerization								
	Hardware		1475		198,543.94	198,543.94	198,543.94	198,543.94	Complete
	Software		1408		117,578.49	120,597.46	120.597.46	120,597.46	Complete
	Training		1408		6,270.07	5,850.00	5,850.00	5,850.00	Complete
	4. Vehicles/Equipment		1475		129,058.90	129,058.90	129,058.90	129,058.90	Complete
	5. Property Asset Study		1408		45,000.00	20,836.50	20,836.50	20,836.50	Complete
	6. Inventory Process Study		1408		15,000.00	15,000.00	15,000.00	15,000.00	Complete
	7. Warehouse Study		1408		30,100.00	30,000.00	30,000.00	30,000.00	Complete
	8. Environmental Review		1408		18,969.72	18,969.72	18,969.72	18,969.72	Complete
	9. Site Layout Update		1408		15,652.00	15,652.00	15,652.00	15,652.00	Complete
	10. Training		1408		9,460.22	4,986.50	4,986.50	4,986.50	Complete
	11. Salary Administration Plan		1408		23,500.00	23,500.00	23,500.00	23,500.00	Complete

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000

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**	**Obligated**	**Expended**	
	FEES AND COSTS								
	A&E FEES								
7-09, Buchtel	1. Architectural & Engineering		1430		36,162.77	36,162.77	36,162.77	36,162.77	Complete
7-14, Joy Park	2. Architectural & Engineering		1430		132,565.12	132,565.12	132,565.12	132,565.12	Complete
7-14, Joy Park	3. Construction Manager		1430		213,241.72	213,241.72	213,241.72	213,241.72	Complete
7-27, Alpeter	4. Architectural & Engineering		1430		72,826.85	72,826.85	72,826.85	72,826.85	Complete
7-18, Hawkins	5. Architectural & Engineering		1430		0.00	0.00	0.00	0.00	Performed In House
7-13, Spicer	6. Architectural & Engineering		1430		71,542.61	71,542.61	71,542.61	71,542.61	Complete
Various	7. Architectural & Engineering								
	Elevators		1430		50,000.00	49,513.98	49,513.98	49,513.98	Complete
	Roofing		1430		11,000.00	9,625.62	9,625.62	9,625.62	Complete
7-01	8. Hope VI Planning		1430		75,000.00	75,000.00	75,000.00	75,000.00	Complete
	TOTAL				**662,339.07**	**660,478.67**	**660,478.67**	**660,478.67**	

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

PHA Name:		Grant Type and Number Capital Fund Program Grant No: OH12P007-50100 Replacement Housing Factor Grant No:					Federal FY of Grant: 2000		
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**	**Obligated**	**Expended**	
7-01	Demolition		1485		603,010.89	696,699.41	696,699.41	691,523.56	Work complete, final
Elizabeth Park									Payment 3/30/03
7-28	Sewer Repairs		1450		0.00	0.00	0.00	0.00	Delete Work Item
Summit Lake									
7-18, Hawkins	Exterior Repairs		1460		58,686.00	58,686.00	58,686.00	58,686.00	Complete
7-10, Saferstein I	Exterior Repairs		1460		18,000.00	18,000.00	18,186.00	18,186.00	Complete
7-12, Lauer	Exterior Repairs		1460		28,450.00	28,450.00	31, 116.00	31,116.00	Complete

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

PHA Name: Akron Metropolitan Housing Authority			**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50100 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2000		
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**	**Obligated**	**Expended**	
7-09	**Comprehensive Modernization**								
Buchtel/Cotter	Site Improvements		1450		194,030.23	194,030.23	194,030.23	194,030.23	Complete
	Building Structures		1460		2,411,201.77	2,408,270.65	2,408,270.65	2,408,270.65	Complete
	Dwelling Equipment		1465		31,520.00	31,520.00	31,520.00	31,520.00	Complete
	Non-Dwelling Structure		1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment		1475		23,837.23	23,790.33	23,790.33	20,445.11	Awaiting delivery
									To be complete 1/30/03
7-14	**Comprehensive Modernization**								
Joy Park	Site Improvements		1450		628,000.00	529,685.88	529,685.88	529,685.88	Complete
	Building Structures		1460		2,865,835.82	2,880,969.10	2,880,969.10	2,880,969.10	Complete
	Dwelling Equipment		1465		60,000.00	54,941.25	54,941.25	54,941.25	Complete
	Non-Dwelling Structure		1470		0.00	0.00	0.00	0.00	
	Non-Dwelling Equipment		1475		9,954.38	9,954.38	9,954.38	9,954.38	Complete

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000

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**	**Obligated**	**Expended**	
PHA WIDE									
	1. LBP/Rehab		1460		386,057.18	399,643.00	399,643.00	386,057.18	To be completed 3/30/03
	1a. LBP Equipment		1475		926.04	926.04	926.04	926.04	Complete
	2. Roofing Repair/Replacement		1460		500,000.00	500,000.00	500,000.00	500,000.00	Complete
	3. Paving Repair/Replacement		1450		53,793.58	48,724.57	48,724.57	48,724.57	Complete
	4. Elevator Repair/Replacement		1460		298,564.88	298,564.88	298,564.88	298,564.88	Complete
	5. 504 Building		1460		1,485.00	1,485.00	1,485.00	1,485.00	Complete
	6. 504 Site		1450		2,511.25	2,511.25	2,511.25	2,511.25	Complete
	7. 504 Equipment		1465		50,000.00	51,040.52	51,040.52	51,040.52	Complete
	8. Relocation		1495		20,531.78	37,913.34	37,913.34	37,913.34	Complete
	9. Sheds		1470		100,000.00	100,000.00	100,000.00	100,000.00	Complete
	10. Windows		1460		113,016.78	108,753.70	108,753.70	108,753.70	Complete

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50100 Replacement Housing Factor No:	**Federal FY of Grant:** 2000

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**	
PHA-Wide							
Administration							
1	12/31/2000		12/31/2000	09/30/2003		03/30/2002	
Management							
Improvements							
1. Security	12/31/2000		12/31/2000	12/21/2002		06/30/2002	Complete
2. Resident Initiatives	09/30/2001		09/30/2001	09/03/2003			Complete
3. Computerization							
Hardware	06/30/2002		03/30/2002	09/30/2003		03/30/2002	Complete
Software	06/30/2002		03/30/2002	09/30/2003		03/30/2002	Complete
Training	06/30/2002		03/30/2002	09/30/2003		12/30/2002	Complete
4. Vehicles	09/30/2001		09/30/2001	01/01/2000	06/30/2002	03/30/2002	Complete
5. Prop. Asset Study	03/30/2001		03/30/2001	12/31/2002		12/31/2002	Complete, budget revision transfer funds
6. Inventory Study	06/30/2002		09/30/2001	06/30/2003		06/30/2001	Complete
7. Warehouse Study	06/30/2002		09/30/2001	06/30/2003		12/30/2002	Complete
8. Environ. Review	03/31/2001	12/31/2001	12/30/2001	06/30/2001	06/30/2002	03/30/2002	Complete
9. Site Layout	06/30/2001		06/30/2001	12/31/2001		09/30/2001	Complete
10. Training	09/30/2002		06/30/2002	09/30/2003		12/30/2002	Complete
11. Salary Admin. Plan		03/30/2002	03/30/2002		12/31/2002	12/30/2002	Complete

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50100 Replacement Housing Factor No:	**Federal FY of Grant:** 2000

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	
FEES/COSTS							
1. 7-09, A&E	12/31/2000		12/31/2000	06/30/2002		12/31/2001	Complete
2. 7-14, A&E	12/31/2000		12/31/2000	03/30/2002		12/31/2001	Complete
3. 7-14, Const. Mgmt	12/31/2000		12/31/2000	03/30/2002		12/31/2001	Complete
4. 7-27, A&E	06/30/2001		12/31/2000	12/30/2002		12/31/2001	Complete
5. 7-18, AS&E	03/30/2001			06/30/2002			Delete, perform in-house
6. 7-13, A&E	06/30/2001		12/31/2000	03/30/2002		03/30/2002	Complete
7.							
a. Elevators	09/30/2002		12/31/2001	09/30/2003		12/30/2002	Complete
b. Roofing	09/30/2002		12/30/2001	09/30/2003		12/31/2002	Complete, budget revision transfer funds
8. 7-01, Hope VI	12/31/2000		12/21/2000	06/30/2001		06/30/2001	Complete
Planning							

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50100 Replacement Housing Factor No:	**Federal FY of Grant:** 2000

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	
OH 07-01	09/30/2001		12/31/2000	09/30/2003			Work Complete, final closeout 3/30/03
OH 07-28	06/30/2001			12/31/2001			Work item deleted, transferred funds
OH 07-09	12/31/2000		12/31/2000	03/30/2002	09/30/2002	09/30/2002	Complete, budget revision transfer funds
OH 07-14	12/31/2000		12/31/2000	03/30/2002	09/30/2002	09/30/2002	Complete, budget revisions transfer funds
PHA WIDE							
1. LBP/Rehab	06/30/2001		09/30/2001	09/30/2003		12/30/2002	Complete
2. Roofing	12/31/2001		09/30/2001	12/31/2002		12/31/2001	Complete
3. Paving	12/31/2001		12/30/2001	12/31/2002		12/31/2002	Complete, budget revision transfer funds
4. Elevator Upgrades	12/31/2001		12/31/2001	12/31/2002		12/31/2002	Complete
5. 504 Building	09/30/2002		03/30/2002	09/30/2003		06/30/2002	Complete
6. 504 Site	09/30/2002		03/30/2002	09/30/2003		06/30/2002	Complete
7. 504 Equipment	09/30/2002			09/30/2002		09/30/2002	Complete
8. Relocation	09/30/2002		06/30/2002	09/30/2002	12/30/2002	12/30/2002	Complete
9. Sheds	12/30/2001		09/30/2001	12/30/2002		06/30/2002	Complete
10. Windows		03/30/2002	03/30/2002		09/30/2002	09/30/2002	Complete, budget revision transfer funds

Annual Statement/Performance and Evaluation Report
OH12P007 – 50101

CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50101 Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2001

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 12/31/02 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	50,000.00	50,000.00	0.00	0.00
3	1408 Management Improvements Soft Costs	798,591.00	878,591.00	706,126.48	607,932.25
	Management Improvements Hard Costs				
4	1410 Administration	355,450.00	355,450.00	355,450.00	355,450.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	1,043,400.00	1,492,773.56	1,387,081.73	921,054.60
8	1440 Site Acquisition	25,000.00	25,000.00	0.00	0.00
9	1450 Site Improvement	650,000.00	530,824.01	507,616.01	473,557.47
10	1460 Dwelling Structures	6,877,984.00	6,455,637.35	6,243,703.81	3,256,922.68
11	1465.1 Dwelling Equipment-Nonexpendable	250,000.00	250,000.00	250,000.00	129,344.27
12	1470 Non-Dwelling Structures	25,000.00	33,500.00	32,900.00	25,000.00
13	1475 Non-Dwelling Equipment	326,000.00	419,951.08	419,951.08	371,306.78
14	14885 Demolition	0.00	81,688.00	81,688.00	81,688.00
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	50,000.00	50,000.00	25,000.00	4,802.07
18	1499 Development Activities	25,000.00	25,000.00	0.00	0.00
19	1502 Contingency	171,990.00	0.00	0.00	0.00
20	**Amount of Annual Grant (Sum of lines…..)**	**10,648,415.00**	**10,648,415.00**	**10,009,517.11**	**6,227,058.12**
	Amount of Line 20 Related to LBP Activities	272,909.00	147,909.00		
	Amount of Line 20 Related to Section 504 Compliance	150,000.00	150,000.00		
	Amount of Line 20 Related to Security – Soft Costs	350,00.00	430,000.00		
	Amount of Line 20 Related to Security – Hard Costs				
	Amount of Line 20 Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Services				

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	**Revised**	**Obligated**	**Expended**	
PHA WIDE	**MANAGEMENT IMPROVEMENTS**								
	RESIDENT SUPPORT SERVICES								
	Service Coordinator & Staff		1408		25,091.00	25,091.00	1,691.61	1,691.61	Ongoing Program
	Comm. Service Personnel		1408		0.00	0.00	0.00	0.00	Delete transfer funds
	Stipend Program		1408		125,000.00	125,000.00	125,000.00	125,000.00	Complete
	Resident Initiatives		1408		122,000.00	122,000.00	122,000.00	110,026.67	Ongoing Program
	COMPUTERS								
	Software		1408		90,000.00	90,000.00	16,480.37	14,750.50	Ongoing Program
	Hardware		1475		126,000.00	126,000.00	126,000.00	119,917.05	Ongoing Program
	Training		1408		26,500.00	26,500.00	3,454.50	3,004.50	Ongoing Program
	IT Consultation		1408		40,000.00	40,000.00	7,500.00	7,500.00	In process
	Assessment Management		1408		20,000.00	20,000.00	0.00	0.00	In process
	VEHICLES		1475		200,000.00	200,000.00	199,594.38	199,594.38	Complete
	SECURITY		1408		350,000.00	430,000.00	430,000.00	345,958.97	Ongoing Program
			1408		**798,591.00**	**1,878,591.00**	**706,126.48**	**607,932.25**	
			1475		**326,000.00**	**326,000.00**	**325,594.38**	**319,511.43**	
	TOTAL				**1,124,591.00**	**1,204,591.00**	**1,031,720.86**	**927,443.68**	

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	**Revised**	**Obligated**	**Expended**	
PHA WIDE									
	OPERATIONS		1406		50,000.00	50,000.00	0.00	0.00	
	ADMINISTRATION		1410		355,450.00	355,450.00	355,450.00	355,450.00	Complete
	SITE ACQUISITION		1440		25,000.00	25,000.00	0.00	0.00	
	RELOCATION		1495		50,000.00	50,000.00	25,000.00	4,802.07	
	DEVELOPMENT ACTIVITIES		1499		25,000.00	25,000.00	0.00	0.00	
	CONTINGENCY		1502		171,990.00	0.00	0.00	0.00	
					677,440.00	**505,450.00**	**380,450.00**	**360,252.07**	

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

PHA Name:		Grant Type and Number Capital Fund Program Grant No: OH12P007-50101 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	**Revised**	**Obligated**	**Expended**	
	FEES AND COSTS / A&E FEES								
7-01	Hope VI		1430		75,000.00	75,000.00	27,324.1	27,324.11	In progress
Elizabeth Park									
7-27, Alpeter Apts	Exterior Renovations		1430		60,000.00	40,819.51	40.819.51	40,819.51	In progress
7-13	Comprehensive Modernization		1430		70,000.00	70,000.00	47,000.00	26,739.12	In progress
Spicer Terrace									
7-02, Norton	Parking Log		1430		35,000.00	12,529.30	12,529.30	12,529.30	Delayed due to weather
7-12, Lauer Apts	Comprehensive Modernization		1430		0.00	0.00	0.00	0.00	Delete, transfer funds
7-14 Valley View	Retaining Wall		1430		0.00	0.00	0.00	0.00	Delete, transfer funds
7-13, Bon Sue	Roof Replacement		1430		10,000.00	0.00	0.00	0.00	
7-14, Joy Park	Comprehensive Modernization		1430		470,000.00	832,000.00	832,000.00	524,732.59	Work in progress
PHA Wide	Elevator Upgrades		1430		20,000.00	31, 250.32	31, 250.32	4,800.75	In progress
PHA Wide	Energy Study		1430		35,000.00	35,000.00	0.00	0.00	
PHA Wide	Location Drawings		1430		18,400.00	17,591.61	17,591.61	17,591.61	In progress
PHA Wide	Warehouse Study/Inventory Study		1430		215,000.00	245,316.89	245,316.89	245,316.89	In Progress
7-34, Pinewood	Stair Renovation		1430		5,000.00	3,582.82	3,582.82		Complete
7-09, Buchtel	Comprehensive Modernization		1430		30,000.00	25,000.00	25,000.00		In progress, to be complete 7/2002
	TOTAL				**1,043,400.00**	**1,388,090.45**	**1,282,414.56**	**921,054.60**	

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

PHA Name: Akron Metropolitan Housing Authority			**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50101 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	**Revised**	**Obligated**	**Expended**	
7-02	Demo/Parking Log		1450		300,000.00	300,000.00	217,198.13	188,737.08	Delayed due to weather,
Norton Homes									complete 6-03
7-14	Repair Retaining Wall		1450		225,000.00	225,000.00	83,345.61	83,345.61	Complete
Valley View									

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

PHA Name: Akron Metropolitan Housing Authority			**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50101 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
7-01	Hope VI – Construction		1460		0.00	0.00	0.00	0.00	Delete, transfer funds
Elizabeth Park									
7-27	Exterior Building Renovations		1460		87,642.00	87,642.00	83,345.61	68,256.94	To be complete 6/30/2003
Alpeter Apts									
7-13	Roof Replacement		1460						
Bon Sue Homes					350,000.00	350,000.00	241,000.00	240,950.49	Complete
7-08	Gutter and Downspout Replacement		1460		30,000.00	30,000.00	16,337.00	16,337.00	Complete
Raymond/Berry/									
Malison									
7-22	Replace Interior Hall Lighting		1460		20,000.00	20,000.00	18,909.00	1,434.00	
Ray Sutliff									
7-34	Repair/Replace Exterior Stairwells		1460		50,000.00	50,000.00	50,000.00	27,601.16	Delayed due to weather,
Pinewood									Complete 6/30/2003
7-06	Seal Exterior Building		1460		23,958.00	23,958.00	23,958.00	23,958.00	Complete
Allen Dickson									
7-13	**Comprehensive Modernization**								

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

PHA Name: Akron Metropolitan Housing Authority			**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50101 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Spicer Terrace	Site Improvements		1450		0.00	0.00	0.00	0.00	Delete, transfer funds
	Building Structures		1460		4,341.00	4,341.00	4,341.00	4,341.00	Complete, transfer funds
	Dwelling Equipment		1465		0.00	0.00	0.00	0.00	Delete, transfer funds
	Non-Dwelling Equipment		1475		0.00	0.00	0.00	0.00	
7-14	**Comprehensive Modernization**								
Joy Park	Site Improvements		1450		0.00				
	Building Structures		1460		2,889,134.00	2,889,134.00	2,789,027.00	912,197.86	Work in progress, delayed due to mold
	Dwelling Equipment		1465		0.00				
	Non-Dwelling Equipment		1475		0.00	875.00	875.00	875.00	Complete
7-09	**Comprehensive Modernization**								
Buchtel House	Site Improvements		1450		0.00	102,478.40	102,478.40	102,478.40	Complete
	Dwelling Equipment		1465		900,000.00	875,00.00	727,522.75	705,522.75	To be complete 6/30/2003
	Non-Dwelling Equipment		1475		0.00	9,991.70	9,991.70	7,480.25	Waiting delivery of equipment
PHA WIDE									

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50101 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2001

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Lead Base Paint Removal		1460		272,909.00	147,909.00	120,675.00	51,753.53	In progress
	Rehabilitation of Dwelling Units		1460		947,500.00	1,081,682.97	1,081,662.97	985,023.17	In progress
	Demolition of Single Family Dwell Units		1485		0.00	81,688.00	81,688.00	81,688.00	Complete
	Storage Sheds		1470		25,000.00	25,000.00	25,000.00	25,000.00	Complete
	Elevator Upgrades		1460		1,127,500.00	1,272,816.89	1,258,467.23	73,143.12	In progress
	Paving		1450		100,000.00	100,000.00	100,000.00	97,204.38	Work in progress
	Roof Replacement		1460		150,000.00	150,000.00	150,000.00	140,665.23	Ongoing program
	Appliances (Energy Efficiency)		1465		150,000.00	150,000.00	150,000.00	112,643.00	Ongoing program
	ADA Improvements								
	Site Improvements		1450		25,000.00	25,000.00	1,792.00	1,792.00	Ongoing program
	Dwelling Structures		1460		25,000.00	25,000.00	7,603.43	5,738.43	Ongoing program
	Appliances/Equipment		1465		100,000.00	100,000.00	100,000.00	16,701.27	Ongoing program
	Gazebos		1470		0.00	8,500.00	7,900.00	0.00	
	Playground Equipment		1475		0.00	83,490.00	83,490.00	43,440.10	In progress

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50101 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

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	
PHA WIDE							
Operations 1	06/30/2003			06/30/2004			
Administration 2	12/31/2001		12/31/2001	06/30/2004		12/30/2002	Complete
Site Acquisition 3	06/30/2003			12/31/2003			
Relocation 4	06/30/2003			06/30/2004			
Development 5	06/30/2003			12/30/2003			
Contingency 6	06/30/2003			06/30/2004			
Management							
Improvements							
Resident Support 1	06/30/2003			06/30/2004			
Computers 2	12/31/2002			12/31/2003			
Vehicles 3	12/31/2002		09/30/2002	12/31/2003		12/31/2002	Complete
Security 4	06/30/2002		06/30/2002	06/30/2002	06/30/2003		Ongoing programs

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50101 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

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	
FEE & COSTS							
7-01	12/31/2001	12/31/2002		06/30/2002	12/30/2003		Revise plan for this work item
7-27	12/31/2001		09/30/2001	06/30/2002	06/30/2003		Reallocate funds
7-13	12/31/2001	06/30/2002		12/31/2002			Revise plans for project due to cost of work
7-02	12/31/2001		12/31/2001	06/30/2002		06/30/2002	Complete, transfer balance of funds
7-12	06/30/2003			06/30/2004			Delete work item from this budget
7-14	12/31/2001		12/31/2001	12/31/2002		09/30/2002	Complete
7-13	12/31/2002			12/31/2003			
7-14	12/31/2001	06/30/2002		06/30/2003			Construction delayed due to mold
7-09		12/31/2001	12/30/2001				Added this work item
PHA							
Elevators	12/31/2001	06/30/2002	03/30/2002	06/30/2003			Delay in contract award, bid 2 times due to single bid
Energy Study	06/30/2003			12/31/2001			
Location Drawings	12/31/2001		12/31/2001	06/30/2002		06/30/2002	Complete, transfer balance of funds
Warehouse Study		03/30/2002	03/30/2002				Added this work item
SITE IMPROVE							
Demo/Parking Lot	06/30/2002		06/30/2002	12/31/2002	06/30/2003		Complete, delayed due to weather
Retaining Wall	06/30/2002		12/30/2001	12/31/2002		06/30/2002	Complete
STRUCTURES							

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Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50101 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

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	
STRUCTURES							
Hope VI 7-01	06/30/2003				06/30/2004		
Ext. Bldg. 7-27	12/31/2001		12/31/2001	09/30/2002	06/30/2003		Added work items
Roofs 7-13	06/30/2002			12/31/2002		09/30/2002	Complete, transfer funds
Gutters 7-08	12/31/2001		12/31/2001	06/30/2002		06/30/2002	Complete, transfer funds
Hall Lighting 7-22	12/21/2001	06/30/2002	09/30/2002	06/30/2002	03/30/2003		
Stairwells 7-34	12/31/2001		9/30/2001	09/30/2002	06/30/2003		Delayed due to weather
Seal Bldg 7-06	12/31/2001		12/31/2001	12/31/2002		03/30/2002	Complete
COMP MOD							
Spicer St. 7-13	12/31/2001	12/30/2002		09/30/2002			Bids received, due to cost redesign in progress
Joy Park 7-14	12/31/2001	12/30/2002		06/30/2003			Delayed due to mold
Buchtel 7-09	12/31/2001		12/31/2001	06/30/2002	09/30/2003		Added work items
PHA WIDE							
LBP/Rehab 1	12/31/2002			06/30/2004			
Storage Sheds 2	12/31/2002			06/30/2004			
Elevator Upgrade 3	06/30/2003		12/31/2001	12/31/2004			
Paving 4	12/31/2002		12/31/2002	12/31/2003			
Roof Replacement 5	06/30/2003			06/30/2004			
Appliances 6	06/30/2003		03/30/2002	12/30/2003			
ADA Improvements 7	06/30/2003			06/31/2004			
Gazebos 8		03/30/2003					Added work item
Playground Equipment 9		12/31/2002	12/31/2002		06/30/2003		Added work item

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OH12P007 – 50102

CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50102 Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2002

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 12/31/02 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	50,000.00	50,000.00	0.00	0.00
3	1408 Management Improvements Soft Costs	1,105,000.00	1,190,000.00	365,005.34	129,959.31
	Management Improvements Hard Costs				
4	1410 Administration	425,000.00	425,000.00	425,000.00	23,451.09
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	395,000.00	416,296.47	216,246.47	101,504.64
8	1440 Site Acquisition	25,000.00	25,000.00	0.00	0.00
9	1450 Site Improvement	300,000.00	300,000.00	114,816.19	98,636.38
10	1460 Dwelling Structures	4,943,415.00	4,946,731.91	1,096,925.24	157,033.64
11	1465.1 Dwelling Equipment-Nonexpendable	250,000.00	250,000.00	0.00	0.00
12	1470 Non-Dwelling Structures	156,000.00	156,000.00	80,000.00	73,228.00
13	1475 Non-Dwelling Equipment	454,000.00	521,000.00	78,320.00	52,656.09
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	25,000.00	25,000.00	15,000.00	0.00
18	1499 Development Activities	1,621,539.00	1,621,539.00	0.00	0.00
19	1502 Contingency	235,000.00	58,386.62	0.00	0.00
20	**Amount of Annual Grant (Sum of Lines…..)**	**9,984,954.00**	**9,984,954.00**	**2,391,313.24**	**636,469.15**
	Amount of Line 20 Related to LBP Activities	300,000.00	300,000.00		
	Amount of Line 20 Related to Section 504 Compliance	150,000.00	150,000.00		
	Amount of Line 20 Related to Security – Soft Costs	350,000.00	435,000.00		
	Amount of Line 20 Related to Security – Hard Costs				
	Amount of Line 20 Related to Energy Conservation Measures	150,000.00	150,000.00		

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50102 Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2002

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 12/31/02 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	**Revised**	**Obligated**	**Expended**	
Management									
Improvements	Service Coordinator & Staff		1408		125,000.00	125,000.00	0.00	0.00	
	Resident Initiatives		1408		125,000.00	125,000.00	79,470.00	10,943.63	Ongoing program
	Comm. Service Personnel		1408		25,000.00	25,000.00	0.00	0.00	
	Stipend Program		1408		125,000.00	125,000.00	25,000.00	3,355.00	Ongoing program
	Computers		1408						
	Software		1475		45,000.00	45,000.00	0.00	0.00	
	Hardware		1408		120,000.00	120,000.00	11,320.00	10,893.18	Ongoing program
	Training		1408		10,000.00	10,000.00	0.00	0.00	
	IT Consultation		1408		60,000.00	60,000.00	0.00	0.00	
	Web Enhancements		1408		10,000.00	10,000.00	0.00	0.00	
	Data Imaging		1408		30,000.00	30,000.00	5,945.34	5,945.34	Ongoing program
	Gasb		1408		10,000.00	10,000.00	0.00	0.00	
	Needs Assessment		1408		15,000.00	15,000.00	0.00	0.00	
	Security		1408		350,000.00	435,000.00	250,000.00	109,715.34	Ongoing program
	Training		1408		50,000.00	50,000.00	4,590.00	0.00	Ongoing program
	Process Study		1408		125,000.00	125,000.00	0.00	0.00	
	Vehicles/Equipment		1475		250,000.00	297,000.00	47,000.00	41,762.91	
	Communications Equipment		1475		30,000.00	30,000.00	0.00	0.00	
	Replace Literacy Van		1475		50,000.00	50,000.00	0.00	0.00	
			1408		1,105,000.00	1,190,000.00	365,005.34	129,959.31	
			1475		450,000.00	497,000.00	58,320.00	52,656.09	
	Sub Totals (Page 1)				1,555,000.00	1,687,000.00	423,325.34	182,615.40	

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	**Revised**	**Obligated**	**Expended**	
PHA Wide	Operations		1406		50,000.00	50,000.00	0.00	0.00	
	Administration		1410		425,000.00	425,000.00	425,000.00	23,451.09	
	Site Acquisition		1440		25,000.00	25,000.00	0.00	0.00	
	Development Activities		1499		1,621,539.00	1,621,539.00	0.00	0.00	
	Contingency		1502		235,000.00	58,386.62	0.00	0.00	
	Relocation		1495		25,000.00	25,000.00	15,000.00	0.00	
	TOTALS				2,381,539.00	2,204,925.62	440,000.00	23,451.09	
Fees & Costs									
PHA Wide	Development Consultant		1430		50,000.00	50,000.00	0.00	0.00	
7-10, Eliz. Park	Hope VI		1430		60,000.00	60,000.00	46,950.00	0.00	
7-06, Dickson	Community Room Kitchen		1430		5,000.00	18,000.00	18,000.00	1,518.44	In progress
7-40, Crimson	Meter Sockets		1430		5,000.00	5,296.47	5,296.47	5,296.47	In progress
7-17, Nimmer	Air Conditioning System		1430		110,000.00	118,000.00	118,000.00	80,000.00	In progress
Various	Emergency Generators		1430		5,000.00	5,000.00	0.00	0.00	Contract to be awarded 3/30/03
7-12, Lauer	Comprehensive Modernization		1430		100,000.00	100,000.00	0.00	0.00	
Various	Environment Reviews		1430		30,000.00	30,000.00	28,000.00	14,689.73	In progress
Various	Property Appraisals		1430		30,000.00	30,000.00	0.00	0.00	
	TOTALS				395,000.00	416,296.47	216,246.47	101,504.64	

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

PHA Name: Akron Metropolitan Housing Authority		**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50102 Replacement Housing Factor Grant No:					**Federal FY of Grant:** 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	**Revised**	**Obligated**	**Expended**	
	Sites Improvements								
7-21, Fowler	Fence		1450		10,000.00	10,000.00	8,650.00		To be complete 3/30/03
7-17, Nimmer	Ext. Security Lighting		1450		25,000.00	25,000.00	0.00		To be complete force account
	TOTALS				**35,000.00**	**35,000.00**	**8,650.00**	**0.00**	
	Dwelling Structures								
7-44, Keys Apts	Replace Windows		1460		100,000.00	0.00	0.00	0.00	Delete work item
7-22, Sutliff	Exterior Building Renovations		1460		10,000.00	10,000.00	0.00	0.00	To be complete 6/30/03
7-17, Nimmer	Install Air Conditioning System		1460		1,200,000.00	1,200,000.00	0.00	0.00	Design in process
7-34, Pinewood	Exterior Building Renovations		1460		500,000.00	500,000.00	25,000.00	0.00	In process
7-30, Colonial Hills	Exterior Building Renovations		1460		500,000.00	500,000.00	0.00	0.00	A&E to be awarded 3/30/03
Various	Emergency Generators		1460		200,000.00	200,000.00	0.00	0.00	
7-39, Willow Run	Interior Renovations		1460		25,000.00	25,000.00	10,592.04	10,592.04	Being complete force account
7-40 Crimson	Meter Box Replacement		1460		40,000.00	23,316.91	23,316.91	23,316.91	Complete
7-44, Keys Apts	Replaces Roof		1460		0.00	100,000.00	2,000.00	0.00	To be complete spring 2003
7-04, Edgewood	Chimney Work		1460		0.00	20,000.00	20,000.00	17,655.65	Work in progress
	TOTALS				**2,575,000.00**	**2,578,316.91**	**80,908.95**	**51,564.60**	
	Non-Dwelling Structures								
	Community rooms								
7-04, Edgewood	Replace Kitchen Cabinets		1470		10,000.00	10,000.00	0.00	0.00	
7-04, Edgewood	Replace Floor Tile		1470		20,000.00	20,000.00	0.00	0.00	
7-06, Dickson	Renovations		1470		26,000.00	26,000.00	0.00	0.00	Design in process
7-06 Dickson	Replace Range		1475		4,000.00	4,000.00	0.00	0.00	
	TOTALS				**60,000.00**	**60,000.00**	**0.00**	**0.00**	

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

PHA Name: Akron Metropolitan Housing Authority		**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50102 Replacement Housing Factor Grant No:					**Federal FY of Grant:** 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	**Revised**	**Obligated**	**Expended**	
7-13, Spicer Terrace	Comprehensive Modernization		1460		350,000.00	350,000.00	0.00	0.00	On hold
7-14, Joy Park	Comprehensive Modernization		1460		43,415.00	43,415.00	0.00	0.00	
	COMP TOTALS				**393,415.00**	**393,415.00**	**0.00**	**0.00**	
Scattered Sites	Storage Sheds		1470		100,000.00	100,000.00	80,000.00	73,228.00	Ongoing program
Scattered Sites	Lead Base Paint Abatement		1460		300,000.00	300,000.00	80,000.00	3,979.73	In process, ongoing program
Scattered Sites	Rehabilitation – Site Improvements		1450		100,000.00	100,000.00	14,009.00	8,271.19	In process, ongoing program
Scattered Sites	Rehabilitation – Dwelling Structure		1460		1,100,000.00	1,100,000.00	585,491.15	100,964.17	In process, ongoing program
Various	Mold Abatement		1460		100,000.00	100,000.00	0.00	0.00	
Various	Paving		1450		100,000.00	100,000.00	90,365.19	90,365.19	Ongoing program
Various	Roofing		1460		100,000.00	100,000.00	0.00	0.00	Work to commence spring 2003
Various	Energy Efficient Appliances		1465		150,000.00	150,000.00	0.00	0.00	
Various	ADA Appliances		1465		100,000.00	100,000.00	0.00	0.00	Ongoing program
Various	ADA Site Improvements		1450		25,000.00	25,000.00	1,792.00	0.00	Ongoing program
Various	ADA Building Improvements		1460		25,000.00	25,000.00	525.14	525.14	Ongoing program
Various	Signage		1450		40,000.00	40,000.00	0.00	0.00	
Various	HVAC, Preventative Maintenance		1460		100,000.00	100,000.00	100,000.00	0.00	Work in progress
Various	Elevator Upgrades		1460		250,000.00	250,000.00	250,000.00	0.00	Work in progress
Various	Playground Equipment		1475		0.00	20,000.00	20,000.00	0.00	Work delayed due to weather
	VARIOUS TOTALS				**2,590,000.00**	**2,610,000.00**	**1,222,182.48**	**277,333.42**	
	GRAND TOTAL				**9,984,954.00**	**9,984,954.00**	**2,391,313.24**	**636,469.15**	

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

PHA Name: Akron Metropolitan Housing Authority		**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50102 Replacement Housing Factor Grant No:					**Federal FY of Grant:** 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	**Revised**	**Obligated**	**Expended**	

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

PHA Name: Akron Metropolitan Housing Authority		**Grant Type and Number** Capital Fund Program No: OH12P007-50102 Replacement Housing Factor No:					**Federal FY of Grant:** 2002
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**	
MANAGEMENT							
IMPROVEMENTS							
Service Coordinator	12/02			12/03			Delete this work item
Resident Initiatives	12/03			12/04			
Comm. Service Personnel	12/03			12/04			
Stipend Program	06/03			12/03			
Computers							
Software	09/03			12/03			
Hardware	09/03			12/03			
Training	09/03			12/03			
IT Consultant	09/03			12/03			
Web Enhancements	06/03			12/03			
Data Imaging	06/03			12/03			
Gasb34	06/03			12/03			

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50102 Replacement Housing Factor No:	**Federal FY of Grant:** 2002

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**	
Needs Assessment	09/03			12/03			
Security	12/02	03/03		06/04			Ongoing programs
Training	12/03			12/04			
Process Study	12/02	03/03		12/03			Contract in progress, using 50101 funds first
Vehicles	12/02			09/03			
Comm. Equipment	12/03			06/04			
Replace Literacy Van	09/03			12/04			

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OHP007-50102 Replacement Housing Factor No:	**Federal FY of Grant:** 2002

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	
PHA Wide							
Operations	12/03			06/05			
Administration	12/02		12/02	03/04			
Site Acquisition	12/03			12/04			
Development	12/03			12/04			
Contingency	12/03			06/05			
Relocation	12/03			12/04			
FEE & COSTS							
Development Consultant	12/03						
7-01, Elizabeth Park	03/03						
7-06, Dickson	12/02		12/02				
7-40, Crimson Terrace	12/02		09/02				
7-17, Nimmer	12/03		09/02				
Various (Generators)	06/03						
7-12, Lauer (Comp Mod)	12/03						
Various (Environment Reviews)	12/03		12/02				
Various (Prop Appraisals)	12/03						

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OHP007-50102 Replacement Housing Factor No:	**Federal FY of Grant:** 2002

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	
Site Improvements							
7-21, Fowler	12/02		12/02	09/03			
7-17, Nimmer	06/03			06/04			
Dwelling Structures							
7-44, Keys (Windows)	12/03			12/04			Delete work item
7-22, Sutliff (Ext. Bldg)	12/02	06/03		12/04			Inclement weather
7-17, Nimmer (A/C)	12/03			06/05			
7-34, Pinewood	12/03			12/04			
7-30, Colonial Hills	12/03			12/04			
Various (Emer. Generators)	12/03			06/05			
7-39, Willow Run	12/03			12/04			
7-40, Crimson	12/03		12/02	12/04	12/02	12/02	Complete
7-44, Keys (Roof)		03/03			12/03		New work item
7-04, Edgewood		12/02	12/02		03/03		New work item
Non-Dwelling Structures							
7-04, Edgewood	12/02	06/03					On hold due to weather/holiday use of Comm. Room
7-04, Edgewood	12/02	06/03					On hold due to weather/holiday use of Comm. Room
7-06, Dickson	12/03						
7-06, Dickson	12/03						

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OHP007-50102 Replacement Housing Factor No:	**Federal FY of Grant:** 2002

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	
Comp. Modernization							
7-13, Spicer	12/03			06/05			
7-14, Joy Park	12/02			09/03			Delete work item, transfer funds
PHA Wide							
Scattered Sites (Sheds)	12/03			12/04			
Scattered Sites (LBP)	12/03			06/05			
Scattered Sites (Rehab Site)	12/03			06/05			
Scattered Sites (Rehab Bldg)	12/03			06/05			
Various, (Mold Abatement)	12/03			06/05			
Various, Paving	09/03			12/04			
Various, Roofing	09/03			12/04			
Various, E.E. Appliances	12/03			12/04			
Various, ADA Appliances	12/03			06/05			
Various, ADA Site	12/03			06/05			
Various, ADA Bldg	12/03			06/05			
Various, Signage	06/03			06/04			
Various, HVAC	03/03	12/02		12/04			Work in progress
Various, Elevators	12/02	09/02		12/03			Work in progress
Various, Play Equip.		12/02		09/03			New work item, work in progress

Capital Fund
OH12P007 – 50103

CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50103 Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2003

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 12/31/02 ☐ 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	907,449.00			
3	1408 Management Improvements – Soft Costs	935,000.00			
	Management Improvements – Hard Cost				
4	1410 Administration	550,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	705,000.00			
8	1440 Site Acquisition	150,000.00			
9	1450 Site Improvements	1,170,000.00			
10	1460 Dwelling Structures	2,690,000.00			
11	1465.1 Dwelling Equipment - Nonexpendable	250,000.00			
12	1470 Non-dwelling Structures	25,000.00			
13	1475 Non-dwelling Equipment	160,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	25,000.00			
18	1499 Development Activities	0			
19	1501 Collectivization or Debt Service				
19	1502 Contingency	634,276.00			
20	Amount of Annual Grant (Sum of lines…)	8,201,725.00			
	Amount of line 20 Related to LBP Activities	500,000.00			
	Amount of line 20 Related to Section 504 Compliance	150,000.00			
	Amount of line 20 Related to Security – Soft Costs	500,000.00			
	Amount of line 20 Related to Security – Hard Costs				

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: OH12P007-50103 Replacement Housing Factor Grant No:	Federal FY of Grant: FFY 2003

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 12/31/02** ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line 20 Related to Energy Conservation Measures	150,000.00			

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

PHA Name: Akron Metropolitan Housing Authority		Grant Type and Number Capital Fund Program Grant No: OH12P007-50103 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
Management					**Original**	**Revised**	**Obligated**	**Expended**	
Improvements	Service Coordinator & Staff		1408		25,000.00				
	Resident Initiatives		1408		75,000.00				
	Stipend Program		1408		50,000.00				
	COMPUTERS								
	Software		1408		35,000.00				
	Hardware		1475		50,000.00				
	Training		1408		5,000.00				
	Web Enhancements		1408		10,000.00				
	Special Projects		1408		50,000.00				
	Homeownership		1408		55,000.00				
	Training		1408		130,000.00				
	Security		1408		500,000.00				
	Vehicles/Equipment		1475		100,000.00				
PHA Wide	Operations		1406		907,449.00				
	Administration		1410		550,000.00				
	Site Acquisition		1440		150,000.00				
	Development Activities		1499		0				
	Contingency		1502		634,276				
	Relocation		1495		25,000.00				

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50103 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**	**Obligated**	**Expended**	
	Fees and Costs								
PHA Wide	Development Consultant		1430		150,000.00				
7-02, Norton	Comprehensive Modernization		1430		100,000.00				
7-12, Lauer	Comprehensive Modernization		1430		200,000.00				
7-04, Edgewood	Comprehensive Modernization		1430		100,000.00				
Various	Emergency Generators		1430		50,000.00				
Various	Inspection Fees – Roof Program		1430		50,000.00				
Various	Lead/Asbestos/Mold Tests		1430		50,000.00				
7-18, S. Hawkins	A & E Electrical System		1430		5,000.00				
	Site Improvements								
7-44, Keys Apts.	Detention Pond Improvements		1450		250,000.00				
7-17, Nimmer	Streetscape Improvements		1450		175,000.00				
7-14, Joy Park	Street Paving (assessments)		1450		100,000.00				
7-21, Fowler Apts	Parking Lot/Sidewalk Improvements		1450		35,000.00				
7-19, Saferstein II	Parking Lot/Sidewalk Improvements		1450		35,000.00				
7-14, Valleyview	Parking Lot/Sidewalk Improvements		1450		80,000.00				
7-27 Alpeter	Parking Lot Addition		1450		250,000				

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

PHA Name:	**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50103 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**	**Obligated**	**Expended**	
	Dwelling Structures								
7-06, Allen Dickson	Boiler Repairs		1460		12,500.00				
7-21, Fowler	Boiler Repairs		1460		12,500.00				
7-21, Fowler	Intercom System Upgrade		1460		10,000.00				
7-18, S. Hawkins	Electrical System Improvements		1460		30,000.00				
Various	Emergency Generators		1460		500,000.00				
PHA Wide									
	Lead Based Paint/Rehab Program								
Scat. Sites	Lead Based Paint Abatement		1460		500,000.00				
Scat. Sites	Rehabilitation – Dwelling Structures		1460		1,400,000.00				
Scat. Sites	Rehabilitation – Site Improvements		1450		100,000.00				
Various	Storage Sheds		1470		25,000.00				
Various	Mold Abatement		1460		100,000.00				
Various	Paving		1450		100,000.00				
Various	Roofing		1460		100,000.00				
Various	Appliances – Energy Efficient		1465		150,000.00				
Various	Fencing		1450		20,000.00				

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: OH12P007-50103 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**	**Obligated**	**Expended**	
Various	Playground Equipment – Repair/Replace		1475		10,000.00				
	ADA Program								
Various	ADA Site Improvements		1450		25,000.00				
Various	ADA Building Improvements		1460		25,000.00				
Various	ADA Appliances		1465		100,000.00				

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50103 Replacement Housing Factor 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**	
Management							
Improvements							
Service Coordinator	06/04			06/05			
Resident Initiatives	06/04			06/05			
Stipend Program	06/04			06/05			
Computers							
Software	03/05			12/05			
Hardware	12/04			12/05			
Training	03/05			12/06			
Web Enhancements	03/05			12/05			
Special Projects	12/04			12/06			
Homeownership	06/05			12/06			
Training	03/05			12/06			
Security	06/04			06/05			
Vehicles	12/04			06/05			

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50103 Replacement Housing Factor 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	
PHA Wide							
Operations	06/04			12/04			
Administration	06/04			06/05			
Site Acquisition	12/04			12/05			
Development	03/05			03/07			
Contingency	03/05			12/05			
Relocation	03/05			12/06			
Fees & Costs							
Development Consultant	12/04			12/06			
7-02, Norton Homes	12/04			12/06			
7-12, Lauer Apts	12/04			12/06			
7-04, Edgewood	12/04			12/06			
Various (Generators)	06/04			06/05			
Various (Roofing)	12/04			12/05			
Various (Mold/Lead)	03/05			12/05			
7-18, S Hawkins	12/04			06/05			

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50103 Replacement Housing Factor 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	
Site Improvements							
7-44, Keys Apt (pond)	03/04			03/05			
7-17, Nimmer	03/04			03/05			
7-14, Joy Park	12/04			12/05			
7-21, Fowler (Paving)	03/04			03/05			
7-19, Saferstein II	03/04			03/05			
7-14, Valleyview	03/04			03/05			
7-27 Alpeter	09/03			06/04			
Dwelling Structures							
7-06, Allen Dickson	03/04			09/04			
7-21, Fowler (Boiler)	03/04			09/04			
7-21, Fowler (Intercom)	12/04			09/04			
7-18, Hawkins (Electrical)	09/04			12/04			
Various (Emer. Generators)	12/04			12/05			
PHA Wide							
Scat. Sites (LBP)	06/05			12/06			
Scat. Sites (Rehab-Bldg)	06/05			12/06			
Scat. Sites (Rehab-Site)	06/05			12/06			
Scat. Sites (Sheds)	09/04			03/05			
Various (Mold Abatement	06/05			12/06			
Various, Paving	12/04			06/05			
PHA Wide							
Various, Roofing	03/05			06/05			
Various, E. E. Appliances	03/05			12/06			
Various, Fencing	12/04			09/05			
Various, Play Equip	09/04			03/05			

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

PHA Name: Akron Metropolitan Housing Authority	**Grant Type and Number** Capital Fund Program No: OH12P007-50103 Replacement Housing Factor 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	
ADA Program							
Various, ADA Site	06/05			12/06			
Various, ADA Bldg	06/05			12/06			

CAPITAL FUND – REPLACEMENT HOUSING FACTOR

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

PHA Name: Akron Metropolitan Housing Authority	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: OH12R00750103	Federal FY of Grant: FFY 2003

☒ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements – Soft Costs				
	Management Improvements – Hard Cost				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	509,995			
19	1501 Collectivization or Debt Service				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines…)				
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 Compliance				
	Amount of line 20 Related to Security – Soft Costs				
	Amount of line 20 Related to Security – Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures				

Akron Metropolitan Housing Authority
Annual Agency Plan FY2004
Attachment OH007b03.doc
Potential Property Disposition List

ADDRESS	CITY	DEVELOPMENT ID
Elizabeth Park Homes (Land Lease to Developer for Hope VI)	Akron	OH007-01
1039 Howard St N	Akron	OH007-08
117 Fulton St	Akron	OH007-08
1225 Bellows St	Akron	OH007-08
135 Crosier St W	Akron	OH007-08
230 Lake St	Akron	OH007-08
244 Long St W	Akron	OH007-08
293 Ira Ave	Akron	OH007-08
301 Ira Ave	Akron	OH007-08
405 Bacon Ave	Akron	OH007-08
46 Alfaretta Ave	Akron	OH007-08
512 Bacon Ave	Akron	OH007-08
525 Bacon Ave	Akron	OH007-08
604 Sumner St	Akron	OH007-08
688 Roselle Ave	Akron	OH007-08
811 Noah Ave	Akron	OH007-08
90 Dalton St W	Akron	OH007-08
1084 Pickford Ave	Akron	OH007-11
119 Hollinger Ave	Akron	OH007-11
1289 Seward Ave	Akron	OH007-11
259 Memorial Pkwy	Akron	OH007-11
279 Gordon Dr.	Akron	OH007-11
296 Noah Ave	Akron	OH007-11
436 Talbot Ave	Akron	OH007-11
466 Hillwood Dr	Akron	OH007-11
500 Ritchie Ave	Akron	OH007-11
529 Glendora Ave.	Akron	OH007-11
60 Dalton St W	Akron	OH007-11
79 Balch St. S	Akron	OH007-11
81 Dalton St. W	Akron	OH007-11
839 Carpenter St	Akron	OH007-11
883 Hazel St	Akron	OH007-11
888 Lawton Ave	Akron	OH007-11
963 Peckham St	Akron	OH007-11
988 Bloomfield Ave	Akron	OH007-11
270 Lake St	Akron	OH007-13
502 Spicer St Apts.(Building)	Akron	OH007-13
509 Bacon Ave	Akron	OH007-13
516 Ritchie Ave	Akron	OH007-13
563 Wildwood Ave	Akron	OH007-13
923 Whittier Ave	Akron	OH007-13
118 Mildred Ave. W	Akron	OH007-14

Akron Metropolitan Housing Authority
Annual Agency Plan FY2004
Attachment OH007b03.doc
Potential Property Disposition List

139 Bachtel Ave	Akron	OH007-23
35 Burns Ave W	Akron	OH007-23
499 Ritchie Ave	Akron	OH007-23
898 Manitou Ave	Akron	OH007-23
1213 Tampa Ave	Akron	OH007-32
1380 Marcy St	Akron	OH007-32
140 Vesper St	Akron	OH007-32
226 Glenwood Ave E	Akron	OH007-32
321 Lake St	Akron	OH007-32
482 Ardella Ave	Akron	OH007-32
233 North St W	Akron	OH007-37
556 Frederick Ave	Akron	OH007-37
61 Vesper St	Akron	OH007-37
1623 Second St	Cuyahoga Falls	OH007-59
220 Wadsworth Ave	Cuyahoga Falls	OH007-59
312 W Long St	Akron	OH007-59
464 Lucy St	Akron	OH007-59

Akron Metropolitan Housing Authority
OH007
POLICY Statement
COMMUNITY SERVICE / SELF-SUFFICIENCY PROGRAM

1. Background

The Quality Housing and Work Responsibility Act of 1998 requires that ***all*** public housing adult residents (18 or older) reporting no income contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, educational classes and other activities which help an individual toward self-sufficiency and economic independence. This is a requirement of the dwelling lease signed with all residents of AMHA.

AMHA requires residents to verify compliance. Self-certification by residents is not acceptable; third party certification must be provided by the entity with whom the resident is volunteering.

2. Definitions

Community Service - volunteer service that includes, but is not limited to:

- Service at a local school, church, hospital, recreation center, senior center, service organization, or child-care center.
- Service with youth or senior organizations.
- Service at AMHA to help improve physical conditions.
- Helping neighborhood groups with special projects.
- Working through Resident Councils.
- Other volunteer service with nonprofit organizations providing community service programs.

NOTE: Political activity is excluded. This would include, but is not limited to: voter registration, campaign worker, and poll worker assignments.

Self-Sufficiency Activities - activities that include, but are not limited to:

- Family self-sufficiency programs
- Job training programs
- GED classes

- Substance abuse or mental health counseling
- English proficiency or literacy (reading) classes
- Budgeting and credit counseling
- Any kind of class that helps a person move toward economic independence

Exempt Adult - an adult member of the family who:

- Is 62 years of age or older
- Is blind or disabled
- Is the caretaker of a disabled person
- Is working a minimum of eight (8) hours per month.
- Is working under a state program or welfare program
- Is a member of a family receiving assistance under a state program or welfare program

4. Requirements of the Program

1. The eight (8) hours per month may be either volunteer service or self-sufficiency program activity or a combination of the two.

2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant consideration.

3. Activities must be performed within the community.

4. Family Obligations

(1) At lease execution or re-examination after July 1, 2001, all adult members (18 or older) of a public housing resident family must:

- Provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and;

- Sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.

(2) At each annual re-examination, non-exempt family members may review documentation covering activities performed over the previous 12 months. These forms include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.

- If a family member is found to be noncompliant at re-examination, he/she and the Head of Household will sign an agreement with AMHA to make up the deficient hours over the next 12-month period.

5. Change in Exempt Status

   (1) If, during the 12-month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the management office and provide documentation of such.

   (1) If, during the 12-month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the management office. AMHA will provide the person with a list of agencies in the community that provide volunteer and/or training opportunities.

D. <u>AMHA Obligations</u>

1. To the extent possible and practicable, AMHA will:

   · Provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. *(According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to perform community service is not necessarily exempt from the Community Service requirement.)*

   · Provide in-house opportunities for volunteer service or self-sufficiency programs whenever possible.

2. AMHA management offices will provide the family with a copy of this policy at initial application and at lease execution.

3. AMHA will make the final determination as to whether or not a family member is exempt from the Community Service requirement.

4. The responsibility for enforcement of any non-compliance of family members to the Community Service requirement will be the responsibility of the Housing Manager.

   · At least 30 days prior to annual re-examination and/or lease expiration, AMHA will review the exempt or non-exempt status and compliance of family members.

   · If AMHA finds a family member to be non-compliant, the management staff will enter into an agreement with the non-compliant member and the head of household to make up the deficient hours over the next 12-month period.

   · If, at the next annual re-examination, the family member is still non-compliant, the lease will not be renewed and the entire family would be issued a 30-day notice to vacate by the Housing Manager, unless the non-compliant member agrees to move out of the unit and a new lease is signed with the family amending its composition accordingly.

De-concentration of Poverty and Income Mixing

Revised Template Questions. The current PHA Plan template (HUD 50075) questions about de-concentration of poverty and income mixing in public housing, found in section 3(A)(6) (PHA Policies Governing Eligibility, Selection, and Admissions, Public Housing, De-concentration and Income Mixing) had been disregarded by Notice PIH 99-51. Now that a final rule has been issued, the following questions will replace the former ones in the PHA Plan template about an agency's de-concentration policies and be available on the PHA Plan website to include as a required attachment to the template.

Component 3, (6) De-concentration and Income Mixing

a. ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the de-concentration rule? If no, this section is complete. If yes, continue to the next question.

b. ☒ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

The PHA decided not to adjust income by bedroom size.

AKRON MEROPOLITAN HOUSING AUTHORITY
De-concentration Analysis

Development Name	HUD Project #	Total Units	Use	Exempt
Elizabeth Park Homes	701	124	Family	Non-Exempt
Norton Homes	702	174	Family	Non-Exempt
Edgewood Homes	704	116	Family	Non-Exempt
Paul E. Belcher N	705	155	Elderly/Disabled Housing	Exempt
Allen Dickson	706	105	Elderly/Disabled Housing	Exempt
Scattered Sites	708	177	Family	Non-Exempt
Buchtel & Cotter	709	151	Family	Exempt
Saferstein Towers I	710	134	Elderly/Disabled Housing	Exempt
Scattered Sites	711	104	Family	Non-Exempt
Martin P. Lauer	712	141	Elderly/Disabled Housing	Exempt
Scattered Sites	713	243	Family	Non-Exempt
Scattered Sites	714	327	Family	Non-Exempt
Van Buren Homes	715	200	Family	Non-Exempt
Paul E. Belcher S	716	74	Elderly/Disabled Housing	Exempt
Nimmer Place	717	241	Elderly/Disabled Housing	Exempt
Scattered Sites	718	66	Family	Exempt
Saferstein Towers II	719	211	Elderly/Disabled Housing	Exempt
Scattered Sites	720	44	Family	Exempt
William E. Fowler	721	180	Elderly/Disabled Housing	Exempt
Ray C. Sutliff	722	185	Elderly/Disabled Housing	Exempt
Scattered Sites	723	142	Family	Non-Exempt
James R. Alpeter	727	185	Elderly/Disabled Housing	Exempt
Summit Lake Apts.	728	239	Family	Non-Exempt
Honey Locust Apts.	729	125	Family	Non-Exempt
Colonial Hills Apts.	730	150	Family	Non-Exempt
Scattered Sites	732	14	Family	Exempt
Pinewood Gardens	734	125	Family	Non-Exempt
Scattered Sites	735	8	Family	Exempt
Scattered Sites	737	17	Family	Exempt
Willow Run Apts.	739	76	Family	Exempt
Crimson Terrace	740	72	Family	Exempt
Maplewood Gardens	741	60	Family	Exempt
Jackson Terrace	742	28	Family	Exempt
Keys Building	744	100	Elderly/Disabled Housing	Exempt
Vincent Lobello Lane	754	12	Family	Exempt
Scattered Sites	759	45	Family	Exempt
Scattered Sites	764	10	Family	Exempt
Scattered Sites	765	24	Family	Exempt
Scattered Sites	766	21	Family	Exempt
Scattered Sites	767	5	Family	Exempt

4610 # Does not include sites set for demo.

AMHA Non-Exempt
De-concentration Analysis Summary
March 2002

HUD ACC Dev. #	Dev. Average $	Below 85%	Above 115%
704	4853.7	Below	No
728	5708.22	Below	No
702	5871.8	Below	No
713	6177.22	Below	No
729	6572.03	No	No
701	6680.53	No	No
714	7112.73	No	No
715	7295.22	No	No
730	8025.27	No	No
734	8519.86	No	Above
708	8863.64	No	Above
723	11373.44	No	Above
711	12111.96	No	Above

Below 85 % of covered development's average
Within range of covered development's average
Above 115 % of covered development's average
Covered development's average household income: $7308.34

Admissions and Continuing Occupancy Policy

Chapter 4

TENANT SELECTION AND ASSIGNMENT PLAN

(Includes Preferences and Managing the Waiting List)

[24 CFR 960.204]

INTRODUCTION

It is the PHA's policy that each applicant shall be assigned an appropriate place on a jurisdiction-wide waiting list. Applicants will be listed in sequence based upon date and time the application is received, the size and type of unit they require, and factors of preference or priority. In filling an actual or expected vacancy, the PHA will offer the dwelling unit to an applicant in the appropriate sequence, with the goal of accomplishing de-concentration of poverty and income-mixing objectives. The PHA will offer the unit until it is accepted. This Chapter describes the PHA's policies with regard to the number of unit offers that will be made to applicants selected from the waiting list.

HA's Objectives

PHA policies will be followed consistently and will affirmatively further HUD's fair housing goals.

It is the PHA's objective to ensure that families are placed in the proper order on the waiting list so that the offer of a unit is not delayed to any family unnecessarily or made to any family prematurely. This chapter explains the policies for the management of the waiting list.

When appropriate units are available, families will be selected from the waiting list in their preference-determined sequence.

By maintaining an accurate waiting list, the PHA will be able to perform the activities which ensure that an adequate pool of qualified applicants will be available to fill unit vacancies in a timely manner. Based on the PHA's turnover and the availability of appropriate sized units, groups of families will be selected from the waiting list to form a final eligibility "pool." Selection from the pool will be based on completion of verification.

A. MANAGEMENT OF THE WAITING LIST

The PHA will administer its waiting list as required by 24 CFR Part 5, Subparts 945 and 960, Subparts A and B. The waiting list will be maintained in accordance with the following guidelines:

The application will be a permanent file.

All applicants in the pool will be maintained in order of preference

Applications equal in preference will be maintained by date and time sequence.

All applicants must meet applicable income eligibility requirements as established by HUD.

Opening and Closing the Waiting Lists

The PHA, at its discretion, may restrict application intake, suspend application intake, and close waiting lists in whole or in part. The PHA may open or close the list by local preference category.

The decision to close the waiting list will be based on the number of applications available for a particular size and type of unit, the number of applicants who qualify for a local preference, and the ability of the PHA to house an applicant in an appropriate unit within a reasonable period of time.

When the PHA opens the waiting list, the PHA will advertise through public notice in the following newspapers, minority publications and media entities, location(s), and program(s) for which applications are being accepted in the local paper of record, "minority" newspapers, and other media; such as:

> The Akron Beacon Journal, The Akron Reporter, community newspapers, AMHA sites, Department of Human Services, Urban League, International Institute.

To reach persons with disabilities, the PHA will provide separate notice to local organizations representing the interests and needs of the disabled. This will include notice to the following organizations:

> Tri-County Independent Living Center

The notice will contain:

> The dates, times, and the locations where families may apply.
>
> The programs for which applications will be taken.
>
> A brief description of the program.
>
> Limitations, if any, on who may apply.

The notices will be made in an accessible format if requested. They will provide potential applicants with information that includes the PHA address and telephone number, how to submit an application, information on eligibility requirements and the availability of local preferences.

Upon request from a person with a disability, additional time will be given as an accommodation for submission of an application after the closing deadline. This accommodation is to allow persons with disabilities the opportunity to submit an application in cases when a social service organization provides inaccurate or untimely information about the closing date.

When Application Taking is Suspended

The waiting list may not be closed if it would have a discriminatory effect inconsistent with applicable civil rights laws.

During the period when the waiting list is closed, the PHA will not maintain a list of individuals who wish to be notified when the waiting list is open.

Suspension of application taking is announced in the same way as opening the waiting list.

The open period shall be long enough to achieve a waiting list adequate to cover projected turnover over the next 24 (twenty-four) months. The PHA will give at least 15 (fifteen) days' notice prior to closing the list. When the period for accepting applications is over, the PHA will add the new applicants to the list by:

> Unit size, local preference priority, and/or date and time of application receipt.

The PHA will update the waiting list at least annually by removing the names of those families who are no longer interested, no longer qualify for housing, or cannot be reached by mail or telephone. At the time of initial intake, the PHA will advise families of their responsibility to notify the PHA when mailing address or telephone numbers change.

Reopening the List

If the waiting list is closed and the PHA decides to open the waiting list, the PHA will publicly announce the opening.

Any reopening of the list is done in accordance with the HUD requirements.

Limits on Who May Apply

When the waiting list is open,

> Any family asking to be placed on the waiting list for Public Housing rental assistance will be given the opportunity to complete an application, unless the family has an outstanding balance from a previous tenancy.

When the application is submitted to the PHA:

> It establishes the family's date and time of application for placement order on the waiting list.

Multiple Families in Same Household

When families apply that consist of two families living together, (such as a mother and father, and a daughter with her own husband or children), if they apply as a family unit, they will be treated as a family unit.

B. WAITING LIST PREFERENCES

A preference does not guarantee admission to the program. Preferences are used to establish the order of placement on the waiting list. Every applicant must meet the PHA's Selection Criteria as defined in this policy.

The PHA's preference system will work in combination with requirements to match the characteristics for the family to the type of unit available, including units with targeted populations, and further de-concentration of poverty in public housing. When such matching is required or permitted by current law, the PHA will give preference to qualified families.

Among applicants with equal preference status, the waiting list will be organized by date and time.

Local Preferences

Local preferences will be used to select among applicants on the waiting list. A public notice with opportunity for public comment will be held before the PHA adopts any local preference.

The hearing will be publicized using the same guidelines as those for opening and closing the waiting list.

The notice will be distributed following the same guidelines as those used for opening or closing the waiting list.

The PHA uses the following Local Preferences:

Residency preference: for families who live, work, or have been hired to work or who are attending school in Summit County.

Veteran preference (ORC 3734.42)**:** to families of veterans and persons serving in the active military or naval service of the United States, including families of deceased veterans or deceased persons who were so serving at the time of death.

As used in this section:

1. "Veteran" means either of the following:

   a. a person who has served in the active military or naval service of the United States, and who was discharged or released therefrom under conditions other than dishonorable.

   b. A person who served as a member of the United States merchant marine and to whom either of the following applies:

      i. The person has an honorable report of separation from active duty military service, form DD214 or DD215.

      ii. The person served in the United States merchant marine between December 7, 1941, and December 31, 1946, and died on active duty while serving in a war zone during that period of service.

2. "United States merchant marine" includes the United States army transport service and the United States naval transport service.

Non-subsidized: for families who are not currently living in Federally Subsidized housing.

Treatment of Single Applicants

Single applicants will be treated as any other eligible family on the PHA waiting list.

ORDER OF SELECTION FOR GENERAL OCCUPANCY (FAMILY) DEVELOPMENTS

The PHA has established the following local admissions preferences for general occupancy (family) developments:

Date and time of receipt of a completed application and

The PHA has established the following system to apply local preferences:

1. All local preferences will be valued according to their weighted points indicated below.

2. Local preferences will be aggregated using the following system:

Each preference is assigned points as listed below. The more preference points an applicant has, the higher the applicant's place on the waiting list.

Non-Subsidized Housing: 7 points

Veteran Preference: 2 points

Residency Preference: 1 point

ORDER OF SELECTION FOR MIXED POPULATION DEVELOPMENTS

A mixed population project is public housing project, or portion of a project that was reserved for elderly families and disabled families at its inception (and has retained that character).

In accordance with the 1992 Housing Act, elderly families whose head spouse or sole member is at least 62 years of age, and disabled families whose head, co-head or spouse or sole member is a person with disabilities, will receive equal preference to such units.

No limit will be established on the number of elderly or disabled families that may occupy a mixed population property. All other PHA preferences will be applied.

The PHA has established the following local admissions preferences for Mixed Population developments. Per HUD regulations, equal preference must be given to Elderly Families and Disabled Families:

First Priority: Elderly families or disabled families who live in the PHA's jurisdiction.

Second Priority: Elderly families or disabled families who do not live in the PHA's jurisdiction

Third Priority: Near-elderly families

E. VERIFICATION OF PREFERENCE QUALIFICATION [24 CFR 5.415]

The PHA will verify all preference claims at the time they are made.

The PHA will re-verify a preference claim, if the PHA feels the family's circumstances have changed, at time of selection from the waiting list.

If the preference verification indicates that an applicant does not qualify for the preference, the applicant will be returned to the waiting list and ranked without the Local Preference and given an opportunity for a hearing.

Change in Circumstances

Changes in an applicant's circumstances while on the waiting list may affect the family's entitlement to a preference. Applicants are required to notify the PHA in writing when their circumstances change. When an applicant claims an additional preference, s/he will be placed on the waiting list in the proper order of their newly-claimed preference.

F. PREFERENCE DENIAL [24 CFR 5.415]

If the PHA denies a preference, the PHA applicant will be placed on the waiting list without benefit of the preference.

The PHA will notify the applicant in writing of the reasons why the preference was denied and offer the applicant an opportunity for an informal meeting. The applicant will have 10 (ten) days to request the meeting in writing. If the preference denial is upheld as a result of the meeting, or the applicant does not request a meeting, the applicant will be placed on the waiting list without benefit of the preference. Applicants may exercise other rights if they believe they have been discriminated against.

Any applicant who falsifies documents or makes false statements in order to qualify for any preference, will be removed from the waiting list with notification to the family.

G. FACTORS OTHER THAN PREFERENCES THAT AFFECT SELECTION OF APPLICANTS

Before applying its preference system, the PHA will first match the characteristics of the available unit to the applicants available on the waiting lists. Factors such as unit size, accessible features, de-concentration or income mixing, income targeting, or units in housing designated for the elderly limit the admission of families to those characteristics that match the characteristics and features of the vacant unit available.

By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an offer of housing ahead of families with an earlier date and time of application.

The PHA's De-concentration Policy, as described in the PHA Plan, may include skipping of families on the waiting list in order to bring families above the established income range into

developments below the established income range, and to bring families below the established income range into developments above the established income range.

H. INCOME TARGETING

The PHA will monitor its admissions to ensure that at least 40 % of families admitted to public housing in each fiscal year shall have incomes that do not exceed 30% of area median income of the PHA's jurisdiction.

Hereafter families whose incomes do not exceed 30% of area median income will be referred to as "extremely low income families."

The PHA shall have the discretion, at least annually, to exercise the "fungibility" provision of the QHWRA by admitting less than 40 percent of "extremely low income families" to public housing in a fiscal year, to the extent that the admissions of extremely low income families to the PHA's voucher program during a PHA fiscal year exceeds the 75 percent minimum targeting requirement for the PHA's Section 8 Voucher Program. This fungibility provision discretion by the PHA is also reflected in the PHA's Administrative Plan.

The fungibility credits will be used to drop the annual requirement below 40 % of admissions to public housing for extremely low-income families by the lowest of the following amounts:

> The number of units equal to 10 % of the number of newly available vouchers in the fiscal year; or
>
> The number of public housing units that 1) are in public housing projects located in census tracts having a poverty rate of 30% or more, and 2) are made available for occupancy by and actually occupied in that year by, families other than extremely low-income families.

The Fungibility Floor: Regardless of the above two amounts, in a fiscal year, at least 30% of the PHA's admissions to public housing will be to extremely low-income families. The fungibility floor is the number of units that cause the HA's overall requirement for housing extremely low-income families to drop to 30% of its newly available units.

Low Income Family Admissions

The PHA will admit only families whose incomes do not exceed 80% of the HUD approved area median income.

I. DECONCENTRATION OF POVERTY AND INCOME-MIXING

The PHA's admission policy is designed to provide for de-concentration of poverty and income mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Nothing in the de-concentration policy relieves the PHA of the obligation to meet the income-targeting requirement.

Gross annual income is used for income limits at admission and for income-mixing purposes.

De-concentration and Income-Mixing Goals

The PHA's de-concentration and income-mixing goal, in conjunction with the requirement to target at least 40 percent of new admissions to public housing in each fiscal year to "extremely low-income families", will be to admit families above the PHA's Established Income Range (EIR) to developments below the EIR, and families below the PHA's EIR to developments above the EIR.

De-concentration applies to transfer families as well as applicant families.

Project Designation Methodology

Annually, the PHA will determine on an annual basis the average income of all families residing in general occupancy developments.

The PHA will then determine the average income of all families residing in each general occupancy development.

The PHA will then determine whether each general occupancy development falls above, within or below the Established Income Range (EIR).

> The EIR is 85 percent to 115 percent (inclusive of 85 percent and 115 percent) of the PHA-wide average income for general occupancy developments.

The PHA will then determine whether or not developments outside the EIR are consistent with local goals and strategies in the PHA Plan. Any de-concentration policy as needed is described in the PHA Plan.

> The PHA may explain or justify the income profile for these developments as being consistent with and furthering two sets of goals:
>
> 1. Goals of de-concentration of poverty and income mixing (bringing higher income families into lower income developments and vice versa); and
>
> 2. Local goals and strategies contained in the PHA Plan.

De-concentration Policy

Depending on local circumstances, a PHA's de-concentration strategy, included as part of the PHA's admissions policy, may include but is not limited to one or more of the following":

De-concentration Incentives

Providing incentives designed to encourage families with income below the Established Income Range (EIR) to accept units in developments with incomes above the EIR (or the reverse situation). Incentives will include:

> affirmative marketing plans
>
> added amenities

Targeting investment and capital improvements toward developments with an average income below the EIR to encourage applicant families, whose income is above the EIR, to accept units in those developments. These improvements are described in the PHA Plan.

PHA's may skip a family on the waiting list to reach another family in an effort to further the goals of the PHA's de-concentration policy. Skipping to promote de-concentration shall be an adverse action.

Strategies to promote De-concentration:

Right to return

Family's discretion to refuse a unit

Relationship to income targeting requirement

Fair housing requirement

Nondiscrimination

Affirmatively furthering fair housing

Validity of certification

Relationship between poverty, de-concentration and fair housing

PHA Incentives for Higher Income Families

The PHA will offer certain incentives to higher income families willing to move into lower income projects. The PHA will not take any adverse action against any higher income family declining an offer by the PHA to move into a lower income project.

In addition to maintaining its public housing stock in a manner that is safe, clean, well landscaped and attractive, the PHA will offer the following incentives for higher income families moving into lower income projects:

PHA will pay for the installation of cable television.

PHA will pay for the initial installation of telephone service, up to one phone jack.

PHA will allow occupancy standards of one child per bedroom.

PHA will target single-family home opportunities to higher income families moving into lower income projects

PHA will give first priority in available Section 3 training slots and hiring for employment with the HA to higher income families moving into lower income projects.

PHA will target Single Family Home applicants.

De-concentration Compliance

If, at annual review, the average incomes at all general occupancy developments are within the Established Income Range, the PHA will be considered to be in compliance with the de-concentration requirement.

J. OFFER OF PLACEMENT ON THE SECTION 8 WAITING LIST

The PHA will merge its waiting lists for all programs, except Rosemary Square and Single Room Occupancy.

11. PROMOTION OF INTEGRATION

Beyond the basic requirement of nondiscrimination, PHA shall affirmatively further fair housing to reduce racial and national origin concentrations.

The PHA shall not require any specific income or racial quotas for any development of developments.

A PHA shall not assign persons to a particular section of a community or to a development or building based on race, color, religion, sex disability, familial status or national origin for purposes of segregating populations.

L. REMOVAL FROM WAITING LIST AND PURGING

The waiting list will be purged at least annually, by a mailing to all applicants to ensure that the waiting list is current and accurate. The mailing will ask for current information and confirmation of continued interest.

If an applicant fails to respond within 30 (thirty) days s/he will be removed from the waiting list. If a letter is returned by the Post Office without a forwarding address, the applicant will be removed without further notice, and the envelope and letter will be maintained in the file. If a letter is returned with a forwarding address, it will be re-mailed to the address indicated.

If an applicant is removed from the waiting list for failure to respond, they will not be entitled to reinstatement unless they are a person with a disability and, requests a reasonable accommodation for being unable to reply with the prescribed period.

Notices will be made available in accessible format upon the request of a person with a disability. An extension to reply to the purge notification will be considered as an accommodation if requested by a person with a disability.

The PHA allows a grace period of 30 (thirty) days after completion of the purge. Applicants who respond during this grace period will be reinstated.

The PHA will give written notification to all applicants who fail to respond at the required times. If they fail to respond to this notification, they will be removed from the waiting list.

Applicants are responsible for notifying the PHA within 10 (ten) days, if they have a change of address.

Applicants are required to contact the PHA in writing every 60 (sixty) days to confirm their continued interest.

M. OFFER OF ACCESSIBLE UNITS

The PHA has units designed for persons with mobility, sight and hearing impairments, referred to as accessible units.

No non-mobility impaired families will be offered these units until all eligible mobility-impaired applicants have been considered.

Before offering a vacant accessible unit to a non-disabled applicant, the PHA will offer such units:

> First, to a current occupant of another unit of the same development, or other public housing developments under the PHA's control, who has a disability that requires the special features of the vacant unit.
>
> Second, to an eligible qualified applicant on the waiting list having a disability that requires the special features of the vacant unit.

When offering an accessible/adaptable unit to a non-disabled applicant, the PHA will require the applicant to agree to move to an available non-accessible unit within 30 days when either a current resident or an applicant needs the features of the unit and there is no other unit available for the applicant. This requirement will be a provision of the lease agreement.

(See Chapter on Leasing)

N. PLAN FOR UNIT OFFERS

The PHA plan for selection of applicants and assignment of dwelling units to assure equal opportunity and non-discrimination on grounds of race, color, sex, religion, or national origin is:

> **Plan "A"** Under this plan the first qualified applicant in sequence on the waiting list will be made one offer of a unit of the appropriate size. As amended by the income targeting and de-concentration goals.

The PHA will maintain a record of units offered, including location, date and circumstances of each offer, each acceptance or rejection, including the reason for the rejection.

O. CHANGES PRIOR TO UNIT OFFER

Changes that occur during the period between removal from the waiting list and an offer of a suitable unit may affect the family's eligibility or Total Tenant Payment. The family will be notified in writing of changes in their eligibility or level of benefits and offered their right to an informal hearing when applicable (See Chapter on Complaints, Grievances, and Appeals)

P. APPLICANT STATUS AFTER UNIT OFFER

When an applicant rejects the unit offer the PHA will:

Place the applicant's name on the bottom of the waiting list.

Q. TIME-LIMIT FOR ACCEPTANCE OF UNIT

Applicants must accept a unit offer within 2 (two) working days of the date the offer is made. Offers made over the telephone will be confirmed by letter. If unable to contact an applicant by telephone, the PHA will send a letter.

Applicants Unable to Take Occupancy

If an applicant is willing to accept the unit offered, but is unable to take occupancy at the time of the offer for *"good cause,"* the applicant will not be placed at the bottom of the waiting list.

Examples of *"good cause"* reasons for the refusal to take occupancy of a housing unit include, but are not limited to:

An elderly or disabled family makes the decision not to occupy or accept occupancy in designated housing. [24 CFR 945.303(d)]

Inaccessibility to source of employment or children's day care such that an adult household member must quit a job, drop out of an educational institution or a job training program;

Presence of lead paint in the unit offered when the applicant has children under the age specified by current law;

The family demonstrates to the PHA's satisfaction that accepting the offer will result in a situation where a family member's life, health or safety will be placed in jeopardy. The family must offer specific and compelling documentation such as restraining orders, other court orders, or risk assessments related to witness protection from a law enforcement agency. The reasons offered must be specific to the family. Refusals due to the location of the unit alone are not considered to be good cause.

A qualified, knowledgeable, health professional verifies the temporary hospitalization or recovery from illness of the principal household member, other household members, or a live-in aide necessary to care for the principal household member.

The unit is inappropriate for the applicant's disabilities.

Applicants With a Change in Family Size or Status

Changes in family composition, status, or income between the time of the interview and the offer of a unit will be processed. The PHA shall not lease a unit to a family whose occupancy will overcrowd or underutilize the unit.

The family will take the appropriate place on the waiting list according to date interviewed.

R. REFUSAL OF OFFER

If the unit offered is inappropriate for the applicant's disabilities, the family will retain their position on the waiting list.

If the unit offered is refused for other reasons, the PHA will follow the applicable policy as listed in Sections **M. Plan for Unit Offers** and **O. Applicant Status After Final Offer**.

Akron Metropolitan Housing Authority OH007						
Initial Assessment Conversion Report						
HUD ACC Project Number	Total Units	Initial Conversion Assessment Required? Yes/No	Reason for **Not** Requiring Initial Assessment	Initial Assessment Conducted	Assessment Finding: To be converted? Yes or No	Reason
701	124	Yes		Yes	No	S8 More Expensive
702	174	Yes		Yes	No	S8 More Expensive
704	116	Yes		Yes	No	S8 More Expensive
705	155	No	Elderly	No		
706	105	No	Elderly	No		
708	177	Yes		Yes	No	S8 More Expensive
709	151	No	Elderly	No		
710	134	No	Elderly	No		
711	104	Yes		Yes	No	S8 More Expensive
712	141	No	Elderly	No		
713	243	Yes		Yes	No	S8 More Expensive
714	328	Yes		Yes	No	S8 More Expensive
715	200	Yes		Yes	No	S8 More Expensive
716	74	No	Elderly	No		
717	241	No	Elderly	No		
718	66	Yes		Yes	No	S8 More Expensive
719	211	No	Elderly	No		
720	44	Yes		Yes	No	S8 More Expensive
721	180	No	Elderly	No		
722	185	No	Elderly	No		
723	142	Yes		Yes	No	S8 More Expensive
727	185	No	Elderly	No		
728	239	Yes		Yes	No	S8 More Expensive
729	125	Yes		Yes	No	S8 More Expensive
730	150	Yes		Yes	No	S8 More

						Expensive
732	14	Yes		Yes	No	S8 More Expensive
734	125	Yes		Yes	No	S8 More Expensive
735	8	Yes		Yes	No	S8 More Expensive
737	17	Yes		Yes	No	S8 More Expensive
739	76	Yes		Yes	No	S8 More Expensive
740	72	Yes		Yes	No	S8 More Expensive
741	60	Yes		Yes	No	S8 More Expensive
742	28	No	Disabled	No		
744	100	No	Elderly	No		
754	12	Yes		Yes	No	S8 More Expensive
759	45	Yes		Yes	No	S8 More Expensive
764	10	Yes		Yes	No	S8 More Expensive
765	24	Yes		Yes	No	S8 More Expensive
766	21	Yes		Yes	No	S8 More Expensive
767	5	Yes		Yes	No	S8 More Expensive

Annual Plan
Attachment OH007f03

Akron Metropolitan Housing Authority

Section 8 Housing Choice Voucher
Homeownership Program

9/16/03

STATEMENT OF HOMEOWNER OBLIGATIONS

I/We, _____ participant(s) in the Akron Metropolitan Housing Authority (AMHA) Section 8 Housing Choice Voucher Program Home-Ownership Option, fully understand the following conditions regarding my/our continued eligibility for housing assistance payments in conjunction with my/our ownership of a _____ located at _____.

And agree that:

1. Our home will be occupied by the following family members:

   _____ _____

   _____ _____

   _____ _____

   _____ _____

2. The initial monthly Housing Assistance Payment will be $_____ and will begin on _____. The Housing Assistance Payment will be adjusted, at least annually, based on any changes in payment standards, homeownership costs, household income and/or household composition, in accordance with U.S. Department and Urban Development (HUD) requirements.

3. The initial Housing Assistance Payment will be made as follows:

   $ _____ (Payment by AMHA directly to the lender.)

   $ _____ (Paid by _____ to the lender.)

4. Housing Assistance Payments will be available for a maximum of fifteen (15) years, provide the initial term of the loan is twenty (20) years or longer, unless the head of household or spouse is disabled or elderly. In all other cases, the maximum term of the homeownership assistance is ten (10) years. Housing Assistance Payments are contingent on my/our compliance with the requirements of this Statement of Homeowner Obligations, the policies of the AMHA Housing Choice Voucher Homeownership Program, HUD program requirements and, upon continued appropriations of AMHA by the Department of Housing and Urban Development.

5. I/We must report all family income from all sources and the names of person(s) living in our household.

6. If, at any time, any member of my household has a change in income, I/We must report it to the Housing Authority no later than ten (10) days after the change occurs.

7. If, at any time, any one in my household moves in or out, I must report it within ten (10) days of the occurrence, to the Housing Authority.

8. Housing assistance payments will be made only for the months my household is in residence in the home. I/We must immediately report to the Housing Authority if we move from our home.

9. My/Our family (including each family member) must not commit fraud, bribery or any other corrupt or criminal act in connection with the program.

10. My/Our family (including each family member) must not participate in illegal drug or violent criminal activity.

11. I/We may not sell, convey or transfer any interest in the home to any entity or person prior to informing AMHA. Housing assistance payments will terminate with any sale, conveyance or transfer other than to a household member residing in the home.

12. I/We must provide information to AMHA on any mortgage or other debt incurred to purchase the home and any refinancing of such debt.

13. I/We must comply with the terms of any mortgage security debt incurred to purchase our home and any refinancing of such debt. I/We must immediately notify AMHA of any defaults on mortgage debt incurred to purchase the home.

14. I/We must promptly pay utility bills.

15. I/We must keep the premises in good repair and in safe and sanitary conditions.

16. I/We must document, in conjunction with our annual reexamination of income, that I/We are current on mortgage, insurance, taxes and utility payments.

17. If I/We default on my/our mortgage debt and lose my/our home, I/We will not be able to use my/our Section 8 Housing Choice Voucher for rental housing but may reapply for Section 8 waiting list.

18. I/We must not sublet or lease my/our home.

I/WE UNDERSTAND THAT MY/OUR HOUSING ASSISTANCE MAY BE WITHHELD, RECOVERED OR TERMINATED FOR ANY VIOLATION OF THE TERMS AND CONDITIONS OF THIS STATEMENT OF HOMEOWNER RESPONSIBILITIES.

Homeowner	Homeowner
Date	Date

Akron Metropolitan Housing Authority

Akron Metropolitan Housing Authority hereby established a Section 8 tenant-based voucher homeownership option in Akron, Ohio, pursuant to the U.S. Department of Housing and Urban Development's (HUD) final rule 24 CFR 5.903 and 982, effective date October 12, 2000.

ELIGIBILITY CRITERIA

At the present, only fifty (50) Section 8 (and LIPH FSS) participants will be permitted to utilize a Section 8 Housing Choice voucher to subsidize the purchase (a home) rather than to rent a home, subject to the following requirements:

1. A family must meet the general requirements for continued participation in the AMHA's Section 8 Housing Choice Voucher tenant-based program or LIPH FSS program.

2. Current Section 8 program (and LIPH FSS) participants must be in full compliance with their lease and program requirements and must terminate their current lease arrangement in compliance with the lease.

3. The family satisfies any first time homebuyer requirements where a family member must not have owned title to a principal residence in the last three (3) years (also includes single parent or displaced homemaker who, while married, owned a home with spouse or resided in home owned by spouse). Residents of limited equity cooperatives are eligible for homeownership option.

4. If a family member previously received assistance under the homeownership option, and has defaulted on a mortgage securing debt incurred to purchase the home they shall be barred from participation.

5. Except for cooperative members who have acquired cooperative membership shares prior to commencement of homeownership assistance, no family member has a present ownership interest in a residence at the commencement of homeownership assistance for purchase of a home.

6. Participants in the Section 8 homeownership program must be enrolled in the AMHA's Family Self-Sufficiency or an approved homeownership education and learning program that includes pre and post-purchase homeownership counseling. Participants must successfully complete the program and be deemed "mortgage ready" before a homeownership voucher can be utilized to purchase a home. At a minimum, the counseling will cover the following:

   - Home maintenance;
   - Budgeting and money management;
   - Credit counseling;
   - How to negotiate the purchase price;
   - How to obtain homeownership financing;
   - How to find a home; and

- Advantages of purchasing and how to locate a home in an area that does not have a high concentration of low-income families.

7. Initially, the program will give priority to current and previous Family Self-Sufficiency (Section 8 and LIPH) participants (maximum of fifty presently) who successfully complete the FSS program and continue to be eligible for Section 8 assistance or the Low-Income Public Housing program. Families participating in Low-Income Public Housing FSS shall be offered a housing choice voucher only when deemed "mortgage ready", and only for the purchase of a home.

8. If less than fifty families elect to participate in the program, the remaining positions in the program will be offered to families participating in the Section 8 Housing Choice Voucher program who will participate in the AMHA's FSS program or an approve homeownership education learning program. All recipients of a homeownership program voucher must successfully complete one of these programs and meet all eligibility criteria. Exceptions are noted in this document. Section 8 homeownership program voucher awards shall be suspended when fifty (50) vouchers, set-aside for this purpose, have been awarded to families in search of an appropriate home for purchase. Future Section 8 homeownership voucher awards are contingent upon AMHA Board of Trustee approval to increase the number of vouchers set-aside for the Section 8 homeownership program. (See "Limitations")

9. Any family of which a member is a person with disabilities, and the use of the homeownership option is needed as a reasonable accommodation. The family must meet income and other underwriting criteria.

10. The family satisfies the employment requirements.

11. The family has not defaulted on a mortgage securing debt to purchase a home under the homeownership option.

12. Except for cooperative members who have acquired cooperative membership shares prior to the commencement of homeownership assistance, the family has entered a contract of sale.

HOMEOWNERSHIP DOWN PAYMENT

The Housing Authority has established a minimum homeowner down payment of at least 3% of the purchase price and requires that 2% of the purchase price comes from the family's personal resources. However, the Housing Authority may waive the 1% from the family's personal resources if it has coordinated down payment assistance with other available community resources.

CONTINUED ASSISTANCE REQUIREMENTS

Homeownership assistance may only be paid while the family is residing in the home. If the family moves out of the home, AMHA will not continue homeownership assistance after the month when the family moves out. The family or lender is not required to refund to the AMHA the homeownership assistance for the month when the family moves out.

The family must comply with the following obligations:

1. To the extent required by AMHA, the family must attend and complete ongoing FSS and/or homeownership and housing counseling.

2. The family must comply with the terms of any mortgage securing debt incurred to purchase the home (or any refinancing of such debt).

3. So long as the family is receiving homeownership assistance, the family may not sell, convey or transfer any interest in the home to any entity or person other than a member of the assisted family residing in the home.

4. The family may grant a mortgage on the home for debt incurred to finance purchase of the home or any refinancing of such debt.

5. Upon death of a family member who holds, in whole or in part, title to the home or ownership of cooperative membership shares for the home, homeownership assistance may continue pending settlement of the decedent's executor or legal representative, so long as the home is solely occupied by remaining family members.

6. So long as the family is receiving homeownership assistance, the family must supply required information regarding income and family composition in order to calculate correctly total tenant payment.

7. The family must supply any information on any mortgage or other debt incurred to purchase the home, any refinancing of such debt, any sale or other transfer of any interest in the home or the family's homeownership expenses.

8. The back must notify AMHA in writing within thirty (30) days of the action, if the family defaults on a mortgage securing any debt incurred to purchase the home.

9. The family must notify AMHA in writing within thirty (30) days before the family moves out of the home.

10. During the time the family receives homeownership assistance no family member may have any ownership interest in any other residential property.

11. At the time of annual re-certification, the family must document that he or she is current on mortgage, insurance and utility payments.

12. The family may not take out a home equity loan without prior written consent from AMHA.

13. The family must comply with family obligations under the Section 8 program.

14. The family may not sublet or lease.

15. My/Our family (including each family member) must not commit fraud, bribery or any other corrupt or

criminal act in connection with the program.

16. My/Our family (including each family member) must not participate in illegal drug or violent criminal activity.

FAMILY OBLIGATIONS

Before commencement of homeownership assistance, the family must execute a statement of family obligations in the form described by HUD. In the statement, the family agrees to comply with all family obligations under the homeownership option.

TIME FRAME OF UTILIZATION

A participating family must locate a home and sign a sales contract within one hundred eighty (180) days.

If a participating family is unable to enter into a "Contract of Sale" before the end of the 180 day deadline, the family will be provided an additional ninety (90) days to enter into a "Contract of Sale".

Any extension beyond the two hundred seventy (270) days will be at the sole discretion of the Executive Director or designee.

PORTABILITY

Families that are determined eligible for homeownership assistance may exercise the homeownership option outside of AMHA's jurisdiction if the receiving public housing authority is administering a Section 8 homeownership program and is accepting new families into its Section 8 homeownership program.

INCOME ELIGIBILITY

1. The family must demonstrate that the annual income (gross income) of the adult family members who will own the home at commencement of homeownership assistance is not less than the Federal minimum hourly wage multiplied by 2,000 hours. (Families in which the head of household or spouse is disabled or elderly are exempted from this requirement. Families with a disabled household member may request an exemption as a reasonable accommodation.)

2. Except in the case of an elderly family or disabled family the Housing Authority shall not count any welfare assistance received by the family in determining annual income.

3. The disregard welfare assistance income only effects the determination of minimum annual income used to determine if a family initially qualifies for commencement of homeownership assistance, but does not effect the determination of income eligibility for admission to the voucher program, calculation of the amount of total tenant payment, or calculation of the amount of homeownership assistance payments on behalf of the family.

EMPLOYMENT REQUIREMENTS

The family must demonstrate that one or more adult members of the family who will own the home at commencement of homeownership assistance:

1. Is currently employed on a full time basis (the term "full time employment" means not less than an average of thirty (30) hours per week) and has been continuously employed so during the year before commencement of homeownership assistance for the family. The employment requirement does not apply to elderly family or a disabled family, includes a person with disabilities, the Housing Authority shall grant an exemption from the employment requirement if the Housing Authority determines that an exemption is needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.

UNIT ELIGIBILITY

1. Housing Authority must determine that the unit is eligible.

2. The unit was either under construction or already existing at the time the Housing Authority determined that the family eligible for homeownership assistance to purchase the unit.

3. The unit is a one-unit or two-unit property.

4. The unit has been inspected by the Housing Authority's inspector and by an independent professional home inspector designated by the family. The aforementioned inspections are in addition to any required inspections by the lender.

5. The unit satisfies HQS.

6. The participant must determine and document whether or not the unit is in an airport runway clear zone or an airfield clear zone.

7. The participant must determine and document whether or not the unit is in a flood hazard area. Units in flood hazard areas must be insured for flood damage.

8. The Housing Authority may not approve a unit if the Housing Authority has been informed (by HUD or otherwise) seller is debarred, suspended, or subject to limited denial of participation.

SPECIAL HOUSING TYPE

Families are not permitted (including families that move into the Housing Authority program under portability procedures) to use the following special housing type:

1. Congregate Housing

2. Group home

3. Shared housing

4. Cooperative housing (excluding families that are not cooperative members)

5. Single room occupancy (SRO)

6. Trailer/Mobile Homes

INDEPENDENT INSPECTIONS

1. An independent professional inspector selected by and paid for by the family must inspect the unit. The independent inspector may not be a Housing Authority employee or contractor or other person under the control of the Housing Authority. The independent inspector must cover major building systems and components, including foundation and structure, housing interior and exterior, and the roofing, plumbing, electrical, and heating systems. The independent inspector must be qualified to report on property conditions, including major building systems and components.

2. The independent inspector must provide a copy of the inspection report to both the family and the Housing Authority. The Housing Authority may not commence homeownership assistance for the family until the Housing Authority has reviewed the inspection report of the independent inspector. Even if the unit otherwise complies with the HQS (and may qualify for assistance under the Housing Authority's tenant base rental voucher program), the Housing Authority shall have discretion to disapprove the unit for assistance under the homeownership option because of information in the inspection report.

CONTRACT OF SALE

1. Before commencement of homeownership assistance, a member or members of the family must enter into a "Contract of Sale" with the seller of the unit to be acquired by the family. The family must give the Housing Authority a copy of the sale of contract. Except for cooperative members who have acquired cooperative shares prior to commencement of homeownership assistance,

2. The contract of sale must:

    a. Specify the price and other terms of sale by the seller to the purchaser.

    b. Provide that the purchaser will arrange for a pre-purchase inspection of the dwelling unit by an independent inspector selected by the purchaser.

    c. Provide that the purchaser is not obligated to purchase the unit unless the inspection is satisfactory to the purchaser.

    d. Provide that purchaser is not obligated to pay for any necessary repairs.

e. Contain a certification from the seller that the seller has not been debarred, suspended, or subject to a limited denial of participation.

LEASE PURCHASE AGREEMENT

A family leasing a unit with assistance under the program may enter into an agreement with an owner to purchase the unit. So long as family is receiving such rental assistance, all requirements applicable to families otherwise leasing units under the tenant-based program apply. The family must absorb any homeownership premium included in the rent to the owner that results in a higher subsidy amount than would otherwise be paid by AMHA.

In determining whether the rent to owner for a unit subject to a lease-purchase agreement is a reasonable amount, any homeownership premium paid by the family to the owner must be excluded when the Housing Authority determines rent reasonableness.

PERMITTED OWNERSHIP ARRANGEMENTS

The homeownership option may be utilized in two types of housing:

1. A unit owned by the family, where one or more family members hold title to the home.

2. A cooperative unit, where one or more family members hold membership shares in the cooperative.

FINANCING

The household is responsible for obtaining financing. Financing must comply with secondary mortgage market underwriting requirements.

If financed with FHA mortgage insurance such financing is subject to FHA mortgage insurance requirements. If purchase of home is financed without FHA mortgage insurance requirements, FHA mortgage insurance requirements are not applicable.

Seller financing and balloon payments are prohibited forms of financing.

Voucher funds may not be used to assist with financing cost (down payment, closing cost, etc.).

ASSISTANCE PAYMENT

Payment standard determines maximum subsidy in the voucher program. The Housing Authority will use the same voucher program payment standard amounts for homeownership. Payment standards are the greater of (1) payment standard at commencement of homeownership assistance or (2) payment standard at most recent reexamination since commencement of homeownership assistance.

The family's Section 8 homeownership assistance payment (HAP) will be the lower of (1) Section 8 payment standard minus the total tenant payment or (2) the monthly homeownership expenses minus the total tenant payment. AMHA will annually reexamine family income and composition and make appropriate adjustments to the amount of the monthly housing assistance payment.

Forty (40) percent of adjusted monthly income limitation does not apply to homeownership families. If the homeownership expenses exceed the payment standard, the family will pay the difference, out-of-pocket in addition to total tenant payment.

If the family's income increases to a point that they do not receive assistance payment, eligibility for such payments will continue for one hundred eighty (180) calendar days. At the end of a continuous period of one hundred eighty (180) days without any assistance payments, eligibility for Section 8 assistance will automatically terminate.

HOMEOWNERSHIP EXPENSES

Housing assistance payments will be made directly to the lender. If the housing assistance payment is greater than the mortgage payment, maintenance allowance and tax/insurance escrow payments, the difference will be paid to the family.

Homeownership expenses include principal and interest for initial mortgage debt, real estate taxes, mortgage insurance, home insurance, utility allowance from rental voucher program, and AMHA allowance for routine maintenance cost.

MAXIMUM TERM OF HOMEOWNERSHIP ASSISTANCE

Section 8 assistance will only be provided for the months the family is in residence in the home. The maximum length of time a family may receive homeownership assistance is fifteen (15) years if the initial mortgage incurred to finance purchase of the home has a term of twenty (20) years or longer. In all other cases the maximum term is ten (10) years. Elderly and disabled families are exempt from this time limit.

Maximum term of homeownership assistance applies to the total time a family receives homeownership assistance, regardless of whether the family purchases another home.

The maximum term applies to any member of the family who:

1. Has an ownership interest in the unit during the time that homeownership payments are made; or

2. Is the spouse of any member of the household who has an ownership interest in the unit during the time of homeownership payments.

3. If, during the course of homeownership assistance, the family ceases to qualify as a disabled or elderly family, the maximum term becomes applicable from the date homeownership assistance commenced. However, such a family must be provided at least six (6) months of homeownership assistance after the

maximum term become applicable (provided the family is otherwise eligible to receive homeownership assistance in accordance with this part).

MOVE TO A NEW UNIT

Families are prohibited from moving to a new unit if they own title or interest in the prior home, have not resided in the home for one (1) year, and/or if the family has failed to comply with all initial requirements.

A homeownership family may purchase another home with Section 8 assistance provided there is no mortgage loan default and the family is in compliance with the "statement of homeowner obligations."

LIMITATIONS

Fifty (50) families will be assisted with homeownership assistance. At the discretion of the Housing Authority, this number may be increased.

DEFAULTS

If a participant in the Homeownership Option defaults on his or her home mortgage loan, the participant will not be able to use his or her homeownership voucher for continued rental housing, but may reapply for the Section 8 waiting list.

DENIAL OR TERMINATION OF ASSISTANCE

AMHA shall deny or terminate homeownership assistance for the following reasons:

1. Failure to comply under basic voucher program rules.

2. Failure to comply with family obligations.

3. Mortgage default.

RECAPTURE OF HOMEOWNERSHIP ASSISTANCE

Upon the purchase of a home, a family receiving homeownership assistance shall execute documentation as required by HUD and consistent with State and local law that secures the Housing Authority's right to recapture the homeownership assistance. The lien securing the recapture of homeownership subsidy shall be subordinate to a refinanced mortgage.

In the case of the sale of the home the recapture shall be in an amount equaling or lesser of:

1. The amount of homeownership assistance provided to the family adjusted to reflect the automatic

reduction; or

2. The difference between the sales price and purchase price of the home minus:

   a. The cost of any capital expenditures;

   b. The cost incurred by the family in the sale of the home (such as sales commission and closing cost);

   c. The amount of difference between the sales price and purchase price that is being used, upon sale, toward the purchase of a new home under the Section 8 homeownership option; and

   d. Any amounts that have previously recaptured.

RECAPTURED AMOUNT FOR REFINANCING

In the case of refinancing, the recaptured amount shall be an amount equaling the lesser of:

1. The amount of homeownership assistance provided to the family, adjusted to reflect the automatic reduction; or

2. The difference between the current mortgage debt and the new mortgage debt; minus:

   a. The cost of any capital expenditures;

   b. The cost incurred by the family in the refinancing of the home (such as closing cost); and

   c. Any amounts that have been previously recaptured as a result of refinancing.

USE OF SALE PRICE IN DETERMINING RECAPTURED AMOUNT

The recaptured amount shall be determined using the actual sales price of the home, unless the sale is to identity-of-interest transactions, the Housing Authority shall establish a sales price based on the fair market value.

AUTOMATIC REDUCTION

The amount of homeownership assistance subject to recapture will automatically be reduced over a ten (10) year period, beginning one (1) year from the purchase date, in annual increments of 10 percent. At the end of the 10 year period, the amount of homeownership assistance subject to recapture will be zero.

The following types of provisions do not apply to assistance under the homeownership options:

1. Any provisions concerning the Section 8 owner or HAP contract between the Housing Authority and

owner.

2. Any provisions concerning the assisted tenancy or the lease between the family and owner.

3. Any provisions concerning the Housing Authority approval of tenancy.

4. Any provisions concerning rent to owner or rent reasonableness.

5. Any provisions concerning issuance or term of voucher.

Attachment OH007g03.doc
Resident Membership of the PHA Governing Board

The Akron Metropolitan Housing Authority has come into compliance with the statute requiring a resident Board member. On February 13, 2003, Mayor Donald Plusquellic, The City of Akron, appointed Hazel Morton the AMHA Board of Trustees. It is a four-year term beginning January 1, 2003 through December 31, 2006. Hazel Morton was sworn in on February 27, 2003.

Annual Plan Attachment OH007h03

AKRON METROPOLITAN HOUSING AUTHORITY

PET POLICY

Effective November 1, 1996

This document is available in large print, braille or on audio tape from the ADA Coordinator upon seven (7) day's request.

AKRON METROPOLITAN HOUSING AUTHORITY

ANIMAL RULES AND REGULATIONS

POLICY:

The Akron Metropolitan Housing Authority (AMHA) does comply with Federal Regulations and will permit pet or pets in accordance with this policy. No exotic or wild animals, snakes or any other animal not permitted in residential units by state or local laws may be kept by residents. Residents of elderly or designated handicapped units are permitted small birds, caged animals, fish, cats or dogs. Family unit residents are not permitted to keep cats or dogs. Individuals requiring service animals, not residing in any of the above type unit or not meeting other requirements, i.e. size/type of animal, must request specific modifications of this policy.

I. APPROVAL

A. CRITERIA

Request for permission to have a pet must be submitted prior to bringing a pet into the unit. The pet owner and the landlord (AMHA) must enter into a "Pet Agreement" (Exhibit B.) In addition, the pet owner must provide proof of the pet's good health and suitability under the standards set forth in these rules and regulations. For dogs or cats, proof must be given, and renewed at the time of resident's re-examination, of the animal's licensing and vaccination record, etc. Cats and dogs must be neutered or spayed. Proof of spaying or neutering must also be submitted. Cats are required to have front paws declawed. All licenses and tags must be current.

Prior to admittance of a pet into the facility, residents will be required to complete the following forms:

1. Pet Information (see Exhibit A)
2. Pet Agreement (see Exhibit B)
3. Veterinarian Certification (see Exhibit C)

B. VACCINATION REQUIREMENTS

Dogs and cats must have the proper inoculations, required by law, certified by a veterinarian licenced to practice in the State of Ohio. Such verification must be kept current and resubmitted at the annual recertification.

II. DEFINITIONS

A common household pet is a domesticated animal such as: dog, cat, bird, fish or rodent, such as gerbil and hampster.

A Service Animal is an animal which has been trained and certified to provide services to an individual with a disability. A service animal will be permitted once proper documentation is submitted, however, animal control and veterinary practices will still be in force.

A Common Area is any area to which all residents have access, and are not under the direct control of any individual resident.

III. PET DENSITY

A. No more than one dog or one cat may be kept in any unit.

B. No more than two small, caged birds may be kept in any unit. Birds must be kept in a cage.

C. An aquarium for fish may not exceed ten gallons.

D. No more than two (2) small animals, i.e. gerbil, hampster, may be kept in any unit. Small animals must be kept in a cage.

IV. SIZE

No pet's mature growth shall exceed 15 inches in height, measured from ground to shoulder, and weigh more than 25 pounds.

V. PET DEPOSIT

A. A pet deposit of $200 will be charged for each dwelling unit where a dog or cat resides. The deposit may be paid at a $50 initial payment the remainder to be paid in agreed consecutive monthly payments, until the $200 is reached. AMHA reserves the right to change this deposit amount consistent with Federal guidelines at any time.

B. Resident's liability for damages caused by his/her pet is not limited to the amount of the pet deposit and the resident will be required to reimburse AMHA for the real cost of any and all damages caused by his/her pet where they exceed the amount of the pet deposit.

C. Upon move-out, units occupied by a cat or dog will be inspected by the housing manager for any infestation or other damage resulting from the pet. If the unit is found to be infested, the extermination charge will be the responsibility of the pet owner. The pet deposit will be returned at any time the pet no longer resides in the unit minus any charges for damage due to the pet. The resident is permitted and encouraged to be present for any and all inspections.

VI. PET RULES

A. Dogs, Cats and Other Animals

1. Dogs, cats and other animals shall be maintained within the resident pet owner's unit. When dogs or cats are outside of the unit, they shall be kept on a leash no longer than 6 feet and under control at all times. Under no circumstances shall any dog, cat or other animal be permitted to run loose in any common area.

2. The unit must be kept free of odors and maintained in a clean and sanitary condition. All animal waste or litter from a cat litter box and cages must be removed daily and disposed of in sealed plastic trash bags and placed in the trash bins. Under no circumstances should any waste be deposited in the trash chutes or stored in the unit.

   Cat litter shall not be disposed by flushing down toilets. Charges for unclogging toilets and/or cleanup of common area required due to pets shall be billed as a damage, and paid by the resident pet owner.

3. Resident pet owners agree to be responsible for immediately cleaning up any waste, dirt, and etc., caused by their pet in the common area, lobby, halls or elevator. Resident pet owner shall also be responsible to immediately remove and properly dispose of any excreta, feces, urine, etc., from their pet.

4. If management has to remove any waste due to a pet, a $5 (five dollar) charge will be made. Repeated violations (three) will necessitate the owner removing the pet permanently from the premises. Failure to comply may result in termination of the resident's Dwelling Lease.

5. The AMHA and it's staff are not responsible for any action, injuries or damages caused by any resident's pet. A pet is the sole responsibility of the pet owner. AMHA assumes no liability for failure of the owner to control the pet. Any injury or harm to other persons, pets or property are the sole responsibility and liability of the pet owner.

6. Resident pet owners agree to control the noise of his/her pet such that it does not constitute a nuisance to any residents. Failure to control pet noise may result in the removal of the pet from the premises. ANY PET WHICH CAUSES BODILY INJURY TO ANY Resident, GUEST OR STAFF MEMBER SHALL BE IMMEDIATELY AND PERMANENTLY REMOVED FROM THE PREMISES WITHOUT PRIOR NOTIFICATION.

7. No dog or cat shall be left unattended in any unit for longer than twelve (12) hours. All other animals shall not be left unattended for more than twenty-four (24) hours.

8. All resident pet owners shall provide adequate care, nutrition, exercise and medical attention for his/her pet. Pets which appear to be poorly cared for or which are left unattended for longer than indicated in #7 above will be reported to the appropriate authority and will be removed from the premises at the pet owner's expense.

9. The pet owner will submit to the development office the names, addresses and telephone numbers of two responsible parties (not at the same address) who will care for the pet if the pet owner, for any reason, is unable to care for the pet. In the event the person is unable or unwilling to accept responsibility, the pet owner authorizes management to contact state or local authorities to enter the apartment and remove the pet and place it for a period not to exceed thirty (30) days. AMHA will not be responsible for the well being of the animal or costs incurred during the thirty (30) day period. If there is no resolution to the the care of the animal at the end of this period , the animal will become the responsibility of the pet owner.

10. In the event of the death of the pet, it is agreed by the owner that management shall have discretion to dispose of the pet consistent with Federal guidelines if the main caretakers are unwilling to take responsibility, or if written instructions with respect to such disposal are not provided in advance by the resident to the development

office. Charges for disposal shall be assessed as damages to the resident.

11. Resident pet owners acknowledge that other residents may have chemical sensitivities or allergies related to pets and/or are easily frightened by such animals. The resident, therefore, agrees to exercise common sense and common courtesy with respect to the other resident's right to peaceful and quiet enjoyment of the premises.

    If using common laundry facilities, it is recommended that the pet owner run an additional wash cycle and clean out all filters before leaving the laundry room.

12. After proper written notification, management may move to require the removal of the pet from the premises on a permanent or temporary basis for the following causes:

    a. Excessive pet noise or odor after being advised by management.

    b. Unruly or dangerous behavior.

    c. Excessive damage to the resident's apartment unit and/or development common areas.

    d. Repeated problems with the animal or any infestations.

    e. Failure of the resident to provide for adequate care of his/her pet.

    f. Leaving a pet unattended for more than the required time period.

    g. Failure of the resident to provide adequate and appropriate vaccination of the pet.

    h. Tenant's death, serious illness and/or refusal to care for the pet.

13. In the event of an emergency, the pet owner gives permission to remove or have the pet removed from the premises immediately for serious problems including, but not limited to the following:

    a. Pet becomes vicious.

b. Displays symptoms of serious illness.

c. Demonstrates other behavior that constitutes an immediate threat to the health and safety of a resident, guest, staff member or other authorized person.

14. Pets of a visitor/guest not owned by the resident are strictly prohibited with the exception of specially trained service animals which assist persons with a disability. These pets are not required to meet the limitations as to size or number, however, all other aspects of these rules and regulations will apply.

15. "Pet sitting" is not permitted for any pet not already residing within the same development.

B. BIRDS

1. Must be kept caged at all times.

2. Cages must be cleaned not less than twice a week. Waste must be disposed of in sealed trash bags and placed in trash bin. Litter cannot be flushed down the toilet.

C. FISH

1. The aquarium shall not exceed ten gallons and shall be placed on a management approved stand in a safe location within the unit.

2. Water damage to walls, carpets, flooring or the ceiling of the unit below caused by breakage or spillage of/or from the aquarium shall be the responsibility of the tenant who shall be billed for repair costs as required.

D. OTHER ANIMALS

1. Animals of the rodent family, i.e. hampster, gerbil, must be kept caged at all times.

2. Cages must be kept clean.

3. Any other issues such as noise, odor, and behavior, apply the same as for dogs and cats.

VII. NOTIFICATION POLICY

In the event that any pet owner violates these pet rules, management shall provide written notice of such violations as follows:

A. CREATION OF A NUISANCE

1. The owner of any pet which creates a nuisance upon the grounds or by excessive noise, odor or unruly behavior be notified of such nuisance in writing by management and shall be given five (5) days to correct such nuisance. Failure to comply may result in requiring the removal of the pet and/or termination of pet owner's dwelling lease.

B. DANGEROUS BEHAVIOR

1. Any pet which physically threatens a resident, guest, staff member or other authorized persons within or on the development grounds shall be considered dangerous. AMHA shall provide written notification to pet owner of dangerous behavior and the pet owner shall have five (5) days to correct the animal's behavior. It is the responsibility of the pet owner to correct the violation. Failure to comply may result in the removal of the pet and/or termination of pet owner's dwelling lease. If resident disagrees, they may request a hearing in accordance with the AMHA Grievance Procedure.

2. Any pet which causes physical harm to any resident, guest, staff member or other authorized person present upon the development grounds shall be immediately removed from the premises by management with written notice to the resident of the action and location of pet.

VIII. INSPECTION POLICY

A. Management is given permission to enter the pet owner's unit for the purpose of inspection if a signed written complaint is received by management, or if management feels conduct or condition of the pet or pet owner warrants same. The inspection will be made during reasonable hours, after proper notice has been given to the pet owner (48 hours' notice). In an emergency situation, entry will be made immediately. Notice will be given the pet owner at such emergency entry, giving the reason for such entry.

PET RULES AND REGULATIONS

AFFIDAVIT

I have read and understand the above Pet Rules and Regulations of the Akron Metropolitan Housing Authority and agree to comply fully with their provisions. I understand that failure to comply may constitute reason for removal of my pet. Where required by management to remove my pet from the premises, I agree to effect such removal and understand that my failure to do so constitutes grounds for eviction.

_____ Unit Number _____

Resident

_____

Resident

_____

Address

_____

The above named resident has read and signed the rules in my presence.

AKRON METROPOLITAN HOUSING AUTHORITY

_____

_____

Title

EXHIBIT A

PET INFORMATION - DOG/CAT

This document, completely filled out, must be submitted to management before the pet is permitted on the premises.

Name of Owner(s) _____

Address _____

Telephone Number (Work)_____ (Home) _____

Pet Description Name_____

Breed _____ Age_____

When Full Grown Weight _____ Markings _____

License No. _____ Tag Info: _____

Flea Collar Yes _____ No _____

Picture of Pet Yes _____ No _____

If your pet is a cat, has it been declawed: Yes _____ No _____

Veterinarian's Name: _____

Address: _____

Telephone Number: _____

Parties to assume responsibility for pet if you are unable to do so:

(1) Name(s) _____

Address _____

Telephone Number (Work) _____ (Home) _____

(2) Name(s) _____

Address _____

Telephone Number (Work) _____ (Home) _____

_____ _____

Signature Date

EXHIBIT B
PET AGREEMENT

This agreement, entered into this _____ day of _____, 19_____, by and between Akron Metropolitan Housing Authority (AMHA), and _____ _____, Resident. In consideration of their mutual promises the parties agree as follows:

1. Resident desires and has received permission from AMHA to keep the pet named _____ and described as _____
_____

2. This Agreement is an Addendum to and part of the Dwelling Lease between the AMHA and Resident executed on _____, 19_____. In the event of default by Resident of any of the terms of this Agreement and all succeeding leases, Resident agrees, upon proper written notice of default from AMHA to cure the default, remove the pet, or vacate the premises. Resident agrees that AMHA may revoke the permission to keep said pet on the premises by giving Resident proper written notice.

3. As a special deposit for cats and dogs, Resident agrees to pay AMHA the sum of $200, which shall be paid in an initial payment of $_____ and _____ monthly payments of $_____. AMHA may use this deposit as is reasonably necessary to take care of any damages or cleaning caused by or in connection with said pet. At the termination of this Agreement, any balance shall be refunded within thirty (30) days to the Resident. Resident agrees to pay AMHA for any damages caused by the pet in excess of this deposit and the security deposit on demand by AMHA.

4. Resident agrees to comply with:

   a. The Pet Policy
   b. All other applicable government laws and regulations such as but not limited to licensing, etc.

5. Resident represents that the pet is quiet and housebroken, and will not cause any damage or annoy other residents.

6. Resident agrees that the pet will not be permitted outside the Resident's unit unless restrained by a leash. Use of the grounds or premises of AMHA for sanitary purposes is prohibited except as posted.

7. Resident shall not permit the pet to cause any damage, discomfort, annoyance, nuisance, or in any way to inconvenience or cause complaints from any other resident. Any soiling created by the pet shall be immediately cleaned up by Resident. If management has to remove any waste from any pet, a five dollar ($5) charge will be made. Repeated violations (three) will necessitate removal of the pet permanently from the premises or failure to comply may result in termination of the dwelling lease.

EXHIBIT B
PET AGREEMENT (CONTINUED)

8. Resident agrees to remedy any emergency situations involving pet (e.g. attack by pet on staff member, another resident, or a guest) immediately and any nuisance or dangerous behavior within ten days.

9. Resident will be financially responsible for any flea or other insect infestation that affects his/her own or adjacent units as a result of his/her pet.

10. Any pet left unattended for twelve hours or more or whose health is jeopardized by the Resident's neglect, mistreatment, or inability to care for the animal shall be reported to the appropriate authority. Such circumstances shall be deemed an emergency for the purposes of authority to remove the animal from the premises. AMHA accepts no responsibility for any pet so removed.

11. Resident agrees to maintain pet in a healthy condition and to update the Pet Information Form on an annual basis at the time of re-examination.

12. Resident agrees that AMHA is in no way responsible nor liable for any action, injuries, or damages caused by the pet. Nor is AMHA responsible for the safekeeping or well-being of the pet. A pet is the sole responsibility and obligation of the resident.

13. Resident has read and agrees to comply with the Pet Policies which are herein incorporated by reference and agrees to comply with such rules and regulations as may be reasonably adopted from time to time by AMHA in the future.

_____ _____
AMHA Resident

_____
Resident

_____ _____
Date Date

EXHIBIT C
VETERINARIAN'S CERTIFICATION

Owner's Name: _____

Veterinarian's Name _____

Address: _____

Telephone Number: _____

ANIMAL TYPE _____ WEIGHT _____

		DATE
TREATMENT:	Paravirus	_____
	Distemper	_____
	Rabies	_____
	Heartworm	_____
	Spay/Neuter	_____
	Other	_____

COMMENTS: _____

_____

_____

_____

Veterinarian'sSignature _____ Date _____

Akron Metropolitan Housing Authority

Five-Year Overall Goals and Update of FY2003 Objectives

Goal	Description		
1	Increase the availability of decent, safe, and affordable housing.		
2	Improve the quality of the property assets and physical environment of residents.		
3	Expand affordable housing choices for eligible persons in the jurisdiction.		
4	Enhance customer service to residents, applicants, and organizations in partnership with the AMHA.		
5	Participate in programs and activities that provide economic and educational opportunities for residents.		
6	Improve the operational effectiveness and efficiency of the AMHA.		
7	Ensure equal opportunity in housing.		
	Description	**Department**	**On Schedule / Status / Progress**
2	Lead Based Paint/Scattered Site Rehab: Total 40 Units - FY 03 - 6/30/03	Construction	20 units completed, 10 in process. Until November 2002 AMHA was prohibited from expending capital funds.
	ENVIRONMENTAL	Construction	
2	Mold - Thomas Gilbert O&M Plan for mold and moisture control. Target date 12/31/02. Complete: Issued for implementation 12/5/02	Construction	Complete
2	LBP - Thomas Gilbert to revise lead based paint policy. Target date 3/31/03. Draft to Terry Meese 9/30/02, for inserts. Note: 2 of 3 inserts received.	Construction	No. Currently have 30 copies of the Lead Based Paint Safety Field Guide from HUD/EPA/CDC for distribution with the LBP Guidelines in April.
6	Maintenance Facility Study (Warehouse).	Construction	In Progress
6	Purchasing/Accts Payable Kaisan in December. Recommendations to be presented 1/6/2003	Construction	In Progress
6	Revised "Just-in-Time" RFP Completed and given to Penny 2/19/03	Construction	In Progress

6	Revised "Just-in-Time" RFP to be distributed week of 5/5/03	Construction	In Progress
	"Just-in-Time" Inventory Due 6/13/03	Construction	In Progress
6	AMHA Design Stds: Service Contracts 12/31/02 Snow Removal, Janitorial, Asphalt Patching, Basement Waterproofing, Window Installation, Asphalt Overlay, Trees, Storage Barns, Pavement Markings, Interior Painting, Asphalt Replacement	Construction	Yes. Note: Design Standards have now been developed for all annual service contracts - Complete 12/30/02
6	AMHA Design Stds:	Construction	In Progress
6	AMHA Design Stds: Product Stds - 6/30/03	Construction	Yes. Note: All current product standards have now been reviewed and updated - Completed 5/21/03.
6	AMHA Design Stds: Construction Stds - 6/30/03. Note: Work on this objective will begin in earnest upon completion of the comprehensive redevelopment of the Service Contract Standards, to be complete 12/31/02.	Construction	In Progress
6	Master Key Policy - Completed: Issued for Implementation 11/6/02.	Construction	Complete
6	Design Job Cost System - Contract Administration, Section 8. Track hours expended by audit, staff, and function in various sort patterns. This report is used to monitor staff performance and is used as a basis for the supervisor to ask questions.	Finance	Complete. By using this report the desk review function was identified. The hours expended has decreased. This raised the "visibility" of the time, which by itself has brought a heightened awareness to staff.
4	Section 8 Direct Deposit	Finance	Complete. A by-product of this effort has been a better rapport with landlords.
6	Just-In-Time Inventory	Finance	In Progress
4	Consolidate utility allowances paid to vendor LIPH & Section 8 Water	Finance	Cancelled
4	New rent statement	Finance	Complete
6	Complete system operating manuals. Manuals completed for Fixed Assets, General Ledger, Accounts Payable, Tenant Accounting and Purchasing.	Finance	Yes. Inventory Control Manual to be completed June 30, 2003.
2	Develop and implement energy plan.	Finance	Schedule Changed. RFP and award completed to Citizens Conservation Services. Audit contract May, audit draft July, Final audit October.

	Section 8 Financial Analysis	Finance	New. Delayed for operating budget, targeted for April 15, 2003.
	GASB 34	Finance	New. Completion target date is August 29, 2003.
6	Performance Management - Performance Management training is being addressed through Supervisory training. Additional training to be conducted.	Human Resources	In Progress
4	Management Assessment - Working with Heart to Heart Communications to conduct training for all supervision and management, prior to completing management assessment process. Management assessments to be completed by 6/03.	Human Resources	No
6	Simplify, standardize, and streamline payroll process - Kaisen process complete. In process of implementing plans. Training scheduled for April. New process should be finalized by 5/03.	Human Resources	In Progress
6	Assess healthcare benefit options - Working with consultant, Dan Pearce, to analyze present plan and look at options.	Human Resources	In Progress
4	Diversity Training - This training has not yet been resumed due to other priorities. To be scheduled prior to end of fiscal year.	Human Resources	No
4	Web site enhancements. Ongoing.	MIS	No. 90% of goals completed. New format is pending.
6	Software migration plan for FY2003	MIS	In Progress
6	Hardware migration plan for FY2003	MIS	Complete
6	Develop JIT inventory order processing system	MIS	Complete
6	Work with Emphasys Computer Solutions to perform a data assessment	MIS	No. Note: Data assessment has been delayed, to be done closer to the actual migration to the Elite software.
6	Identify and implement a hand held computer solution for property inspections	MIS	Complete

OH007i03 Goals Update

1	Elizabeth Park Homes Hope VI Revitalization Grant Application and Implementation Plan: *Produce and submit a Hope VI revitalization grant application in collaboration with staff, developer, community groups, government and residents. Application completion by November 29, 2002. Subsequent development of an implementation plan and Hope VI grant agreement is contingent upon receiving a grant award.*	Planning	Application completed and submitted on time by December 5, 2002. A score of 98 of 114 points was received resulting in a grant award to the AMHA of $19.25 million dollars on March 19, 2003. Prepared for and conducted an on-site visit with HUD officials from Washington, D.C., Cleveland and Columbus in May to begin the implementation process.
3	Section 8 Homeownership Option (and LIPH HO) Program: *Complete the development of a homeownership program and implement said program in collaboration with RSS and Section 8 department by January 1, 2002.*	Planning	Working closely with FSS coordinator to revise the current policy and requirements of the Section 8 Homeownership Option Program. Expanded the goal to include a Low-Income Public Housing Homeownership Program pursuant to new regulations published March 11, 2003. We have completed draft program requirements; spoke to counseling organizations, financial institutions and other interested parties. Completion of project complicated further with the homeownership component of the Hope VI program. We are attempting to create one “homeownership program” that will have several options to it for prospective participants, depending on their eligibility and interest.

3	Summit County Low-Income Housing Needs Assessment: *Re-evaluate the affordable housing needs in the jurisdiction using the latest income and family demographics provided by the U.S. Census Bureau. Conduct this analysis in cooperation with various community groups involved in affordable housing. Study to be completed by April 1, 2003.*	Planning	Substantial progress has been made assessing the overall affordable (rental) housing *supply and demand* issues facing Summit County residents. Most subsidized housing units in Summit County were identified with the assistance of the Cleveland HUD office. Household income data (Census 2000) to the tract or block group level was not available for most of the fiscal year. We have now begun to look closely at poverty and median household incomes to surmise the demand for rental assistance by household size and type to the census tract level. This data is being matched to the information we have on subsidized units in each census tract by type and size. GIS methods of analysis are being applied. We also found that most community groups were unaware (and somewhat disinterested) of housing needs outside their specific area of interest. We participated in Summit Poll 2003 conducted by The University of Akron Institute for Health & Social Policy. A report was received from The Center for Policy Studies on June 12
3	Section 8 Rent Reasoner Market Analysis: *Complete the study and provide updated non-subsidized rental information to Section 8 department. Additionally, work in collaboration with MIS and Section 8 to implement a new "rent reasoner" software program. Complete the study by November 1, 2002. Complete the conversion to a new program by January 1, 2003, if available.*	Planning	Completed. HUD subsequently issued PIH Notice 2003-12 on May 16, 2003, that modifies HUD's expectation of the comparability process. Poverty area maps have been provided to the Section 8 department and to the Housing Search Assistance group to help them in their de-concentration effort.

6	Telecommunications Service and System Upgrade and Contract Negotiations: *Complete the study to determine the desired upgrade of the AMHA's telecommunications systems and conduct a RFP process to identify a provider of said service. Project includes the negotiation of new contracts and the implementation of the plan. Study and RFP must be completed by November 30, 2002. Implementation of plan to be determined.*	Planning	Completed. The study was completed and it was determined that we would seek new service contracts but no major hardware or systems changes at this time. Major upgrades were far too costly and would only have marginal effect on our communications. Proposals were requested, received, analyzed and negotiated. A 5-year service contract was signed with SBC, approved by HUD and implemented in 2003. A saving of approximately $120,000 is expected over the life of the contract.
3	Alternative Housing Strategies: *Develop alternative housing strategies for Norton Homes, Lauer Apartments and Edgewood Homes. Additionally, develop a strategy for an Assisted Care facility per the Maxfield Study. Complete development of said strategies by June 30, 2003. (Extent of each strategy has not yet been determined.)*		Norton: Meetings were held with City of Barberton officials early in the fiscal year but not much progress was made regarding the future of Norton Homes and the use of the site. City of Barberton officials wanted the AMHA to consider a Hope VI grant application but we specifically told them Elizabeth Park Homes was our first priority in FY2003. Barberton expects 100% displacement of the Norton residents from the existing site. Creative alternative approaches are necessary if any redevelopment is to be embraced by all parties involved. It may be possible to develop a mixed-finance proposal that would acceptable to HUD and the residents, if the City of Barberton cooperated on *realistic* replacement housing plans. Dialogue will continue with City officials.

			Lauer: Numerous meetings have been held to discuss issues related to Lauer but nothing has been determined. The upcoming FY budget (FY2004) includes capital money for an assessment of the condition of the building. By the end of the calendar year we need to have a clear idea of whether Lauer will remain a mixed elderly/disabled building so that we can schedule it for rehab or, alternatives will be pursued, such as, conversion to assisted living or demolished and a new structure built to accommodate other residential needs. The fate of Lauer is linked to the future of the adjacent property that is also in question at this time. A new community center has been proposed for the commercial property to the south; a new school has been discussed to replace Findley Academy to the west; the City of Akron's park to the north is nicely treed but not widely used.
			Edgewood Homes: No action has been taken this year regarding the future of Edgewood.
			Assisted Care Facility: No update in regards to developing an Assisted Care facility. Until the operating revenue problem is resolved, an assisted care facility is not financially viable. Legislative work being done by OHAC at the State level may help reduce that concern. In which case, we should develop such a facility immediately. This project is another candidate for capital fund bond financing.

			Replacement Housing Factor (RHF) Funds/Plans: Pursuant to a HUD directive, PIH Notice 2003-10, the AMHA submitted a RHF plan for the use of the funds. The RHF Plan was required to be submitted no later than May 30, 2003, or risk the chance of recapture. The plan calls for the development of 16 three-bedroom single-family homes and 4 two-bedroom units in two semi-detached buildings. Plan has been approved by HUD.
6	Property Asset Database Development: *Continue work on an extensive property asset database that will include lifecycle information and valuable specifications on property, building and mechanical assets. Work will continue throughout FY 2003.*	Planning	Data on all of the AMHA's property holdings was gathered during the first quarter of the fiscal year. This included building identification, ownership, use, type, parcel information, etc., for all programs. During the second and third quarters this project was shelved while the Hope VI application process was in play. Data entry has begun and it should not be too long before we can test to see if the data elements are correctly organized and look-up tables are functional. If all goes well, we will begin to gather detail on building components. Condition and lifecycle information is to be included. I expect to know how the database is functioning before the end of the fiscal year.

3	Disposition and Demolition Activity: *File appropriate documents with HUD and conduct demolition/disposition activity necessary in FY 2003. Current activities include Joy Park demolition, vacant property disposition, and Spicer Street Apartment disposition.*	Planning	Twenty-six scattered site units approved for demolition in May 2002 were demolished by the beginning of 2003. Units at Elizabeth Park that were part of the original demolition application/approval were razed by the end of the first quarter of the current fiscal year. Updates were provided to HUD per their request.
			Vacant land parcels are currently being checked for potential use for new development. Poverty rates, homeownership, subsidized unit density, lot size are a few of the criterion that are being used to sort the parcels. A recommendation will be made shortly.

			Work is being done formulating the argument to dispose of the Spicer Street Apartments. I am currently working on the application. The cost to reconstruct the units is 65% of the TDC limit and 113% of the HCC limits. When we add the CM and other soft costs in, the argument becomes quite clear. The investment is hardly worth the outcome. Another reason is the changing use of the neighborhood. It is slowly becoming mostly student rentals. We should consider purchasing the building from the LIPH portfolio and do only a modest rehab. The building may be ideal for student rentals. It may generate modest revenue in excess of expenses that would help offset reduction in the LHA portfolio and LIPH operating budget. Of course, in keeping with our mission, we should target these units to students with only modest financial means. Some of these students receive a housing allowance or other financial aid. The proceeds generated from the sale could be added to the RHF funds to help develop additional replacem
	Vacancy Reduction Initiative. Monitor each team's effort to meet FY 2003 vacancy/occupancy objectives. 99% for development teams (excludes units offline). 97.5% for Scattered Sites (excludes units offline). 25 days (average) for development teams. 100 days (average) for Scattered Sites (excludes capital fund units back online). Monthly Board Report submissions on Occupancy rates and turn times. Weekly Staff meetings to discuss vacancy rates. Maintain adequate active applicants on the wait list. Continue to focus on reduction in total turn times (presently 36 days).	Housing Services	In Progress

	Section 8 - SEMAP (Continued Assistance). Train staff on administrative plan, income allowance, deductions training and regulatory updates. Clean-up and maintain file room in compliance with AMHA policy. Attain maximum SEMAP points for Continued Assistance.	Housing Services	In Progress
6	Section 8 - SEMAP (Contract Leasing). Training staff on Administrative Plan, income, allowance, deduction training. Attain maximum SEMAP pointsfor SEMAP contracting, leasing indicators.	Housing Services	In Progress
4	Recertification. Assist in cross training staff. Establish and monitor on error reduction percentage for staff. Audit files, provide training and ensure corrections are made. Reduce certification backlog and maintain schedules up to date.	Housing Services	In Progress
6	Training. Focus on maintenance standards. Develop a training manual inclusive of procedures by area and type of training. Coordinate PHAS inspection training and protocol.	Housing Services	No. Staffing/funding.
6	Safety/OSHA Issues	Housing Services	On hold due to funding.
	Property Inspections. Housing - Unit inspectionf common areas 100% - Housing Inspectors. Building exterior; Systems Inspections 100% - Maintenance Specialists. Area Managers - Monitor public housing UPCS inspections, report on Board Report. Issue RFP and award contract for inspection services (9/02).	Housing Services	Yes. 100% of all applicable units were inspected during FY2003. Staff elected not to pursue an outside inspection contract given budgetary concerns and other operational priorities.
6	Inventory. Materials - pass/fail system - $500 +/or - variance. Fixed Assets - pass/fail system - $500 +/or - variance. Area Managers - Conduct spot checks on property management team inventory and fixed assets quarterly. Security staff person assigned to track missing inventory. Maintenance supervisors performance spot checks.	Housing Services	In Progress

6	File Maintenance. Monitor effort to complete quality control reviews - Housing Placement staff person assigned to quality control. Pass/Fail (5% quality control review) - Housing Placement/Central Recerts conducting quality control. Area Managers - Conduct spot checks on property management team file maintenance and office organization - spot checks conducted at least quarterly.	Housing Services	Delayed until new staff member is acclimated to new responsibilities.
6	Tenant Accounts Receivables. Monitor each team's effort to meet FY 2003 TAR objectives. Review Tenant Account Receivables Reports on a weekly basis and report status on monthly board Report. Ongoing. 12 days or less for each group (4%).	Housing Services	Yes
6	Contracts. Develop comprehensive record keeping and monitoring system for all contracts. Provide training to staff on contract issues.	Housing Services	In Progress
6	Desk Reference. Update property management desk reference manual. Complete and ongoing.	Housing Services	In Progress
6	Verification and Rent Calculations. Streamline verification an rent calculation forms throughout Housing Services. Review applicable forms in Section 8, Recertification Department, and Occupancy. Combine applicable forms for consistency. Provide update/training to staff on revisions.	Housing Services	In Progress
4	Work Order Performance Standards. Monitor each team's effort to meet FY 2003 Work Order objectives. Uniform physical conditions standards, maintenance Supervisor, Area Manager to review open work order numbers on a weekly basis. Emergency 100% abated within 24 hours. Non-emergency 10 days (average). UPCS 10 days (average). Customer service will conduct eight random calls concerning maintenance, per team, per month.	Housing Services	In Progress

3	Implementation of the Section 8 Homeownership program by February 2003.	RSS	Staff met to plan for implementation of program. Regulation change has moved our anticipated completion time. In addition we are applying for a homeownership coordinator under the FY 2003 FSS grant application.
3	Continue to implement affordable assisted living for AMHA residents - Ongoing.	RSS	OHAC members are working on affordable assisted living. We will be joining with their efforts.
4	Secure continuation funding for current case managers and service coordinators by June 30, 2003.	RSS	In Progress
5	Complete "Home Safe Home" project and staff with a case Manager that has mental health background by March 2003.	RSS	Had numerous meetings with ADM Staff to secure a case manager. Due to funding cuts and lack of residents in that location, including Cotter, they could not support at this time a full time case manager. However, Jerry Craig from CSS has been asked to see if a part-time case manager could be shared with Canal Park. This discussion is ongoing.
5	Conduct quarterly leadership trainings for resident officers and advisory organizations.	RSS	On schedule. Our last training for this fiscal year will be June 27, 2003.

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