

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

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# PHA Plans

5 Year Plan for Fiscal Years 2003 - 2007  
Annual Plan for Fiscal Year 2003

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

## PHA Plan Agency Identification

**PHA Name:** Greene Metropolitan Housing Authority

**PHA Number:** OH022

**PHA Fiscal Year Beginning:** 04/2003

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2003 - 2007**  
[24 CFR Part 903.5]

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)  
The GMHA is committed to providing quality affordable housing and services in an efficient and creative manner.

**B. Goals**

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

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

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

- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices

Objectives:

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

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

- PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:

- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

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

**Goal One: Manage the Greene Metropolitan Housing Authority in a manner that results in full compliance with applicable statues and regulations.**

- Objectives: 1. HUD shall continue to recognize GMHA as a high performer.  
2. GMHA shall achieve and sustain an occupancy rate of 95%.

**Goal Two: Assist our community to increase the availability of affordable, suitable housing for families in the very-low income range, cited as a need in our Consolidated Plan.**

- Objectives: 1. GMHA shall assist 25 families move from renting to homeownership by 12/31/2004.

**Goal Three: Manage the Greene Metropolitan Housing Authority's tenant-based program in an efficient and effective manner there by qualifying as a high performer under SEMAP.**

- Objectives: 1. GMHA shall achieve and sustain a utilization rate of 100% by 12/31/2004 in its tenant-based program.

2. GMHA shall achieve and sustain an aggressive outreach program to attract at least ten new landlords to participate in its program by 12/31/2004.

**Goal Four: Ensure full compliance with all applicable standards and regulations including generally accepted accounting principles.**

- Objectives: 1. GMHA shall operate so that income exceeds expenses every year.

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

- Objectives: 1. GMHA's leadership shall speak to at least ten civic, religious, or fraternal groups between now and 12/31/2004 to explain the importance of partnership.

2. GMHA shall ensure that there are at least three feature stories annually in the local media about GMHA or one of its residents.

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

**GMHA's** Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan.

- We have adopted eight (8) local preference categories.
- We have adopted an aggressive screening policy for public housing to ensure to the best of our ability that new admissions will be good neighbors. Our screening practices will meet all fair housing requirements.
- We have implemented a deconcentration policy.
- Applicants will be selected from the waiting list by the number of points from preference categories and in order of the date and time they applied.
- We have established a minimum rent of \$25 for both our Public Housing Program and Section 8 Program.
- We have established flat rents for all of our public housing developments.
- In an attempt to encourage work and advancement in the workplace, in our Section 8 Program we are not requiring interim recertifications if Section 8 participants have an increase in income. The increase will be reported at the next regular recertification.
- We plan to utilize 104.5% of the published FMR's as our payment standard for the Section 8 program in order to offset the significant increase in utility allowances. We may choose to set the payment standard between 100% and 110% of the FMR if needed.
- We are in the process of developing a Section 8 Homeowner Program.

In summary, we are on course to improve the condition of affordable housing in Greene County.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

Required Attachments:

- Admissions Policy for Deconcentration – under Section 18 ©, Other Information Required by HUD
- FY 2003 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

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

**Supporting Documents Available for Review**

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

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

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

**Table Library**

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	agency	Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	2,899	5	5	3	1	2	2
Income >30% but <=50% of AMI	1,867	5	5	3	1	2	2
Income >50% but <80% of AMI	1,107	3	3	2	1	2	2
Elderly	830	2	1	1	2	2	1
Families with Disabilities	990	5	5	3	5	2	2
Hispanic	78	5	5	3	1	2	2
Black	1,399	5	5	3	1	2	2

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
White	4,309	5	5	3	1	2	2
Asian/ Other	87	5	5	3	1	2	2

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: 2000-2003
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information) Greene County Fair Housing Office for families with disabilities.

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

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list total	531		272
Extremely low income <=30% AMI	465		
Very low income (>30% but <=50% AMI)	66		
Low income (>50% but <80% AMI)	0		
Families with children	395		
Elderly families	35		
Families with Disabilities	101		
Black	153		
Am. Indian & Other	2		
Asian	3		
Hispanic	5		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	136		
2 BR	263		
3 BR	115		
4 BR	16		
5 BR	1		
5+ BR	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing

Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	213		71
Extremely low income <=30% AMI	167		
Very low income (>30% but <=50% AMI)	42		
Low income (>50% but <80% AMI)	4		
Families with children	150		
Elderly families	47		
Families with Disabilities	167		
Black	52		
Am Indian & Other	2		
Asian	2		
Hispanic	2		

Characteristics by Bedroom Size (Public Housing Only)			
1BR	63		
2 BR	92		
3 BR	48		
4 BR	10		
5 BR	0		
5+ BR	0		

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:**

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

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

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2004 grants)</b>		
a) Public Housing Operating Fund	420,000	Operations
b) Public Housing Capital Fund	326,400	Operations & Improv.
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	6,900,000	HAP, UAP, & Program Administration
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Capital Fund 2001	343,000	PH Capital Improv.
<b>3. Public Housing Dwelling Rental Income</b>	600,000	Operations
<b>4. Other income (list below)</b>		
PH & S8 Interest	6,000	Operations
Misc. late fees and vending	12,000	Operations
<b>4. Non-federal sources (list below)</b>		
Project TOTAL	80,000	Operations
Discretionary	35,000	Operations
Sensible Shelter	106,000	IDA & Operations
<b>Total resources</b>	<b>8,828,4000</b>	

**Table Library**

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses

### **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: criminal checks are done just prior to being offered a unit when there is a vacancy.
- Other: (describe) Before being placed on the waiting list references and sexual predator checks are done. Criminal checks are done when selected for a unit prior to being offered the unit.

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

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

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

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

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

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

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

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

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

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

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

**Not applicable**

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

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

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below) To live in community of employment or where head of household is attending school for families. For elderly to be near support system.
- Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below) Family reunification and near elderly.

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:

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

Other preferences (select all that apply)

- 4 Working families and those unable to work because of age or disability
  - 4 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)
  - 6 Households that contribute to meeting income requirements (targeting)
  - Those previously enrolled in educational, training, or upward mobility programs
  - 3 Victims of reprisals or hate crimes
  - Other preference(s) (list below)
- 1 Families, Elderly, Single pregnant women, single persons with disabilities
  - 2 Near Elderly
  - 3 Reunification with children within 6 months

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

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

c. If the answer to b was yes, what changes were adopted? (select all that apply)**Not Applicable**

- Adoption of site-based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

e. If the answer to d was yes, how would you describe these changes? (select all that apply) **Not Applicable**

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

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

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

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

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

## **B. Section 8**

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

### **(1) Eligibility**

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

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

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

- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below) Limited information that we have in regards to housekeeping per inspections, landlords reporting that participant is behind in their rent.

**(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:

Only for persons with disabilities for reasonable accommodation or for a medical reason as person hospitalized.

**(4) Admissions Preferences**

- a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

- 3 Victims of domestic violence
- 3 Substandard housing
- 3 Homelessness
- 4 High rent burden

Other preferences (select all that apply)

- 4 Working families and those unable to work because of age or disability
- 4 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)
- 6 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 3 Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - 1 Families, Elderly, single pregnant women, persons with disabilities
  - 2 Near Elderly
  - 3 Family Reunification

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan

- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below) Notifying agencies in Greene County, Newsletter, newspaper, GMHA's website

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

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

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

**A hardship exists in the following circumstances:**

1. When the family has lost eligibility for or is waiting for eligibility determination for a Federal, State, or local assistance program;
2. When the family would be evicted as a result of the imposition of the minimum rent requirement;
3. When the income of the family has decreased because of changed circumstances for medical costs, childcare, transportation, education or similar items;
4. When a death has occurred in the family.

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

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

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

GMHA has a Moving To Work Demonstration in which families may participate for three years. They are charged a fixed amount of \$50 for year one, \$100 for year two, and \$150 for year three.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) **Not Applicable**

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

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

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

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
  - Survey of rents listed in local newspaper
  - Survey of similar unassisted units in the neighborhood
  - Other (list/describe below)

## **B. Section 8 Tenant-Based Assistance**

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply) **Not Applicable**

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

c. If the payment standard is higher than FMR, why has the PHA chosen this level?

(select all that apply)

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

### **A hardship exists in the following circumstances:**

1. When the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program;
2. When the family would be evicted as a result of the imposition of the minimum rent requirement;
3. When the income of the family has decreased because of changed circumstances including loss of employment;
4. When the family has an increase in expenses because of changed circumstances for medical costs, childcare, transportation, education, or similar items;
5. When a death has occurred in the family.

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure Not Applicable – High Performer**

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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	361	70
Section 8 Vouchers	1344	272
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Moving To Work	100	25
Shelter Plus Care	18	3

**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)  
Admissions and Occupancy Policy, Maintenance Policies and Procedures,  
Procurement Policy, Accounting Policies
- (2) Section 8 Management: (list below)  
Section 8 Administrative Plan and Accounting Policies

## **6. PHA Grievance Procedures Not Applicable, High Performer**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

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

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

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

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

Select one:

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

-or-

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

## **PHA Plan Table Library**

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

#### **Annual Statement**

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

Capital Fund Grant Number      FFY of Grant Approval: (04/01/2003)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	

#### **Table Library**

2	1406	Operations	2,000
3	1408	Management Improvements	64,000
4	1410	Administration	67,410
5	1411	Audit	0
6	1415	Liquidated Damages	0
7	1430	Fees and Costs	15,000
8	1440	Site Acquisition	0
9	1450	Site Improvement	45,400
10	1460	Dwelling Structures	382,500
11	1465.1	Dwelling Equipment-Nonexpendable	0
12	1470	Nondwelling Structures	33,600
13	1475	Nondwelling Equipment	87,000
14	1485	Demolition	0
15	1490	Replacement Reserve	0
16	1492	Moving to Work Demonstration	0
17	1495.1	Relocation Costs	0
18	1498	Mod Used for Development	0
19	1502	Contingency	0
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>		696,910
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Compliance		
23	Amount of line 20 Related to Security		
24	Amount of line 20 Related to Energy Conservation Measures		

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
OH10P022001	Replace Boilers	1460	15,000
OH10P022001	Replace Flooring	1460	20,000
OH10P022001	Appliances	1460	11,000
OH10P022001	Tree Trimming	1450	2,000
OH10P022001	Cathodic Protection	1460	1,000
OH10P022001	Air Conditioning	1460	9,000
OH10P022001	Community Room Furniture	1470	700
OH10P022002	Exterior Lighting	1450	2,400
OH10P022002	Storm Doors	1460	3,700

OH10P022004	Replace Flooring	1460	20,000
OH10P022004	Emergency Lighting	1450	2,000
OH10P022004	Community Room Furniture	1470	1,000
OH10P022005	Replace Stair Treads	1460	3,800
OH10P022005	Upgrade Electric	1460	25,000
OH10P022005	Replace Windows	1460	10,000
OH10P022010	Landscaping	1450	8,000
OH10P022010	Lighting	1460	10,000
OH10P022010	Water Heaters	1460	9,000
OH10P022011	Repair Lift Station	1470	10,000

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
OH10P022011	Entrance Doors	1460	30,000
OH10P022011	Flooring	1460	10,000
OH10P022012	Rehab Units	1460	70,000
OH10P022012	Concrete	1450	10,000
OH10P022012	Site Grading	1450	7,000
OH10P022012	Replace Roofs	1460	20,000
OH10P022013	Concrete	1450	3,000
OH10P022013	Tree Trimming	1450	2,000
OH10P022013	Community Room Furniture	1470	1,900
OH10P022015	Replace Tubs and Fixtures	1460	25,000
OH10P022016	Electric Upgrade	1460	25,000
OH10P022016	Rehab Units	1460	55,000
OH10P022016	Concrete	1450	3,000
OH10P022016	Reseal Driveways	1450	6,000
OH10P022016	Flooring	1460	10,000
HA Wide	Maintenance Equipment	1475	2,000
HA Wide	Maintenance Truck	1475	30,000
HA Wide	Office Air Conditioning	1470	20,000
HA Wide	Resident Job Training	1408	44,000

**Annual Statement**

**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA Wide	Staff Development	1408	10,000
HA Wide	Computer Software	1408	10,000
HA Wide	Consultants	1430	15,000
HA Wide	Computer Hardware	1475.4	15,000
HA Wide	Office Equipment	1475.1	15,000
HA Wide	Staff Car	1475	25,000
HA Wide	Non Tech Salaries	1410.1	20,571
HA Wide	Tech Salaries	1410.2	30,183
HA Wide	Employee Benefits	1410.3	13,156
HA Wide	Legal Ads/Sundry	1410.4	3,500
HA Wide	Operations	1406	2,000

**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
OH10P022001	12/2004	12/2005
OH10P022002	12/2004	12/2005
OH10P022004	12/2004	12/2005
OH10P022005	12/2004	12/2005
OH10P022010	12/2004	12/2005
OH10P022011	12/2004	12/2005
OH10P022012	12/2004	12/2005

OH10P022013	12/2004	12/2005
OH10P022014	12/2004	12/2005
OH10P022015	12/2004	12/2005
OH10P022016	12/2004	12/2005
HA Wide	12/2004	12/2005

**(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>Optional 5-Year Action Plan Tables</b>			
<b>Optional Table for 5-Year Action Plan for Capital Fund (Component 7)</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<p>Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is</p>			

included in the Capital Fund Program Annual Statement.			
<b>Development Number</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>
<b>Planned Start Date (HA Fiscal Year)</b>			
See attached lists			
<b>Total estimated cost over next 5 years</b>			

CAPITAL FUND 2004				
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost	
OH10P022001				
OH10P022002	Replace Roofs	1460	\$45,000.00	
	Site Grading	1450	\$12,000.00	
OH10P022004	Appliances	1465.1	\$17,000.00	
	Windows	1460	\$6,000.00	
OH10P022005	Roofing	1460	\$50,000.00	
	Landscaping	1450	\$5,000.00	
	Light Fixtures	1460	\$6,000.00	
OH10P022010	Exterior Concrete	1450	\$20,000.00	
	Interior Lighting	1460	\$10,000.00	
	Landscaping	1450	\$8,000.00	
OH10P022011	Replace Roofs	1460	\$50,000.00	
	Exterior Concrete	1450	\$2,000.00	
	Light Fixtures	1460	\$4,000.00	
OH10P022012	Site Grading	1450	\$9,500.00	
	Tree Trimming	1450	\$15,000.00	
	Chimney Repair	1460	\$4,000.00	
	Replace Roofs	1460	\$20,000.00	

	Rehab Unit	1460	\$50,000.00
OH10P022013	Parking Lot Repair	1450	\$10,000.00
	Replace Tubs and Surrounds	1460	\$18,000.00
OH10P022014	Hot Water Heaters	1460	\$7,000.00
	Landscaping	1450	\$3,000.00
	Site Drainage	1450	\$5,000.00
	Kitchen Cabinets	1460	\$45,000.00
OH10P022015	Hot Water Heaters	1460	\$10,000.00
	Landscaping	1450	\$4,000.00
OH10P022016	Rehab Units	1460	\$50,000.00
	Site Grading	1450	\$5,000.00

OH10P022017

OH10P022018

PHA	Maintenance Equipment	1475	\$1,000.00
	Maintenance Truck	1475	\$30,000.00
	Resident Training	1408	\$44,000.00
	Staff Training	1408	\$10,000.00
	Computer Software	1408	\$10,000.00
	Consultants	1430	\$15,000.00
	Computer Hardware	1475.4	\$15,000.00
	Office Equipment	1475.1	\$15,000.00
	Non Tech Salaries	1410.1	\$20,571.00
	Tech Salaries	1410.2	\$30,183.00
	Employee Benefits	1410.3	\$13,156.00
	Legal Ads/Sundry	1410.4	\$3,500.00
	Operations	1406	\$2,000.00
TOTAL			\$696,910.00

CAPITAL FUND  
2005

Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
OH10P022001	Emergency Lighting	1470	\$500.00
	Storm Doors	1460	\$8,000.00
	Smoke Detectors	1460	\$9,000.00
OH10P022002	Exterior Concrete	1450	\$10,000.00
	Replace Storm Doors	1460	\$2,000.00
	Emergency Lighting	1470	\$1,000.00
OH10P022004	Roofing	1460	\$75,000.00
OH10P022005	Exterior Concrete	1450	\$10,000.00
	Sewer Lines	1450	\$3,000.00
	Appliances	1465.1	\$14,000.00
	Replace Furnaces	1460	\$15,000.00

OH10P022010	Tree Trimming	1450	\$5,000.00
OH10P022011	Exterior Doors	1460	\$20,000.00
	Light Fixtures	1460	\$4,000.00
OH10P022012	Unit Rehab	1460	\$78,500.00
	Siding, Soffit and Facia	1460	\$15,000.00
	Water Heaters	1460	\$10,000.00
OH10P022013	Site Grading	1450	\$10,000.00
	Kitchen Cabinets	1460	\$45,000.00
	Smoke Detectors	1460	\$10,000.00
	Water Heaters	1460	\$32,500.00
OH10P022014	Exterior Concrete	1450	\$10,000.00
	Smoke Detectors	1460	\$7,500.00
OH10P022015	Tree Trimming	1450	\$4,000.00
OH10P022016	Rehab Units	1460	\$78,500.00
	Replace Roofs	1460	\$10,000.00
	Exterior Doors	1460	\$5,000.00
	Siding, Soffit and Facia	1460	\$15,000.00
	Tree Trimming	1450	\$4,000.00
OH10P022017			
OH10P022018			
PHA Wide	Maintenance Equipment	1475	\$1,000.00
	Resident Job Training	1408	\$44,000.00
	Staff Development	1408	\$10,000.00
	Computer Software	1408	\$10,000.00
	Consultants	1430	\$15,000.00
	Computer Hardware	1475.4	\$15,000.00
	Office Equipment	1475.1	\$15,000.00
	Non Tech Salaries	1410.1	\$20,571.00
	Tech Salaries	1410.2	\$30,183.00
	Employee Benefits	1410.3	\$13,156.00
	Legal Ads/Sundry	1410.4	\$3,500.00
	Operations	1406	\$2,000.00
<b>TOTAL</b>			<b>\$690,910.00</b>

CAPITAL FUND 2006			
Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
OH10P022001	Concrete	1450	\$5,000.00

OH10P022002	Appliances	1465.1	\$40,000.00
	Smoke Detectors	1460	\$15,000.00
OH10P022004	Replace Boiler & Chiller	1460	\$50,000.00
	Water Heater	1460	\$4,000.00
OH10P022005	Exterior Doors	1460	\$15,000.00
OH10P022010	Flooring	1460	\$4,000.00
OH10P022011	Appliances	1465.1	\$16,000.00
	Tree Trimming	1450	\$5,000.00
OH10P022012	Unit Rehab	1460	\$78,500.00
	Appliances	1465.1	\$40,000.00
	Furnaces	1460	\$25,000.00
OH10P022013	Exterior Lighting	1450	\$10,000.00
	Storm Doors	1460	\$10,000.00
OH10P022014	Exterior Doors	1460	\$10,000.00
	Tree Trimming	1460	\$5,000.00
OH10P022015			
OH10P022016	Rehab Units	1460	\$78,500.00
	Water Heaters	1460	\$15,000.00
	Furnaces	1460	\$40,000.00
OH10P022017	Water Heaters	1460	\$10,000.00
	Landscaping	1450	\$4,000.00
	Tree Trimming	1450	\$2,000.00
	Energy Audit	1460	\$11,000.00
OH10P022018	Tree Trimming	1450	\$3,000.00
PHA	Maintenance Equipment	1475	\$1,000.00
	Repave Parking Lot	1470	\$10,000.00
	Replace Office Front Windows	1470	\$5,000.00
	Resident Job Training	1408	\$44,000.00
	Staff Development	1408	\$10,000.00
	Computer Software	1408	\$10,000.00
	Consultants	1430	\$15,000.00
	Computer Hardware	1475.4	\$15,000.00
	Office Equipment	1475.1	\$15,000.00
	Non Tech Salaries	1410.1	\$20,571.00
	Tech Salaries	1410.2	\$30,183.00

Employee Benefits	1410.3	\$13,156.00
Legal Ads/Sundry	1410.4	\$3,500.00
Operations	1406	\$2,000.00
<b>TOTAL</b>		<b>\$690,410.00</b>

CAPITAL FUND 2007			
Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
OH10P022001	Replace Roofing	1460	\$30,000.00
OH10P022002	Replace Entry Door and Locks	1460	\$40,000.00
	Tree Trimming	1450	\$4,000.00
OH10P022004	Landscaping	1450	\$2,000.00
	Exterior Concrete	1450	\$4,000.00
	Tree Trimming	1450	\$2,000.00
OH10P022005	Replace Water Heaters	1460	\$12,000.00
	Tree Trimming	1450	\$4,000.00
	Flooring	1460	\$15,000.00
OH10P022010	Exterior Doors	1460	\$20,000.00
OH10P022011	Remodel Bathrooms	1460	\$10,000.00
OH10P022012	Flooring	1460	\$28,000.00
	Exterior Concrete	1460	\$20,000.00
	Roofing	1460	\$15,000.00
	Rehab Unit	1460	\$75,000.00
OH10P022013	Replace Appliances	1465.1	\$42,300.00
	Replace Roofs	1460	\$60,000.00
OH10P022014	Flooring	1460	\$6,000.00
OH10P022015	Exterior Concrete	1450	\$4,000.00
	Replace Appliances	1465.1	\$17,000.00
OH10P022016	Flooring	1460	\$20,000.00
	Exterior Concrete	1450	\$10,000.00
	Rehab Unit	1460	\$50,000.00
OH10P022017	Appliances	1465.1	\$18,700.00
	Entry Doors	1460	\$2,000.00
OH10P022018	Exterior Concrete	1450	\$4,000.00
PHA Wide	Maintenance Equipment	1475	\$3,000.00
	Resident Job Training	1408	\$44,000.00
	Staff Development	1408	\$10,000.00
	Computer Software	1408	\$10,000.00
	Consultants	1430	\$15,000.00
	Computer Hardware	1475.4	\$15,000.00

Office Equipment	1475.1	\$15,000.00
Non Tech Salaries	1410.1	\$20,571.00
Tech Salaries	1410.2	\$30,183.00
Employee Benefits	1410.3	\$13,156.00
Legal Ads/Sundry	1410.4	\$3,500.00
Operations	1406	\$2,000.00
<b>TOTAL</b>		<b>\$696,410.00</b>

CAPITAL FUND 2008			
Development Number/Name HA- Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
OH10P022001	Electrical Upgrade	1460	\$14,000.00
	Landscaping	1450	\$2,000.00
	Rehab Bathrooms	1460	\$70,000.00
OH10P022002	Electrical Upgrade	1460	\$20,000.00
	Flooring	1460	\$2,000.00
OH10P022004	Flooring	1450	\$4,000.00
	Water Piping Repair	1460	\$5,000.00
	Patio Door Replacement	1460	\$10,000.00
	Ceiling Tile	1460	\$3,000.00
OH10P022005	Rehab Unit	1460	\$50,000.00
OH10P022010	Tree Trimming	1450	\$2,000.00
	Rehab Bathrooms	1460	\$37,500.00
OH10P022011	Landscaping	1450	\$4,000.00
OH10P022012	Sewer Lines	1450	\$5,000.00
	Remove Oil Tanks	1460	\$8,000.00
	Rehab Bath	1460	\$15,000.00
	Reseal Driveways	1450	\$2,000.00
	Rehab Unit	1460	\$75,000.00
	Landscaping	1450	\$5,000.00
OH10P022013	Flooring	1460	\$5,000.00
	Emergency Lighting	1470	\$2,000.00
	Siding, Soffit, Gutter&Spouting	1460	\$5,000.00
	Tree Trimming	1450	\$2,000.00
OH10P022014	Rehab Bathrooms	1460	\$5,000.00
OH10P022015	Flooring	1460	\$45,000.00
OH10P022016	Exterior Doors	1460	\$10,000.00
	Landscaping	1450	\$5,000.00
	Appliances	1465.1	\$10,000.00
	Sewer Line	1450	\$2,000.00
	Rehab Bathroom	1460	\$10,000.00
OH10P022017	Exterior Concrete	1450	\$5,000.00

	Flooring	1460	\$10,000.00
	Furnaces	1460	\$3,000.00
OH10P022018	Landscaping	1450	\$2,000.00
PHA Wide	Maintenance Equipment	1475	\$4,000.00
	2 Service Trucks	1475	\$60,000.00
	Resident Job Training	1408	\$44,000.00
	Staff Development	1408	\$10,000.00
	Computer Software	1408	\$10,000.00
	Consultants	1430	\$15,000.00
	Computer Hardware	1475.4	\$15,000.00
	Office Equipment	1475.1	\$15,000.00
	Non Tech Salaries	1410.1	\$20,571.00
	Tech Salaries	1410.2	\$30,183.00
	Employee Benefits	1410.3	\$13,156.00
	Legal Ads/Sundry	1410.4	\$3,500.00
	Operations	1406	\$2,000.00
<b>TOTAL</b>			<b>\$696,910.00</b>

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

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

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

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

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

- Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

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

If yes, list developments or activities below:

### **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

#### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Xenia and Fairborn 1b. Development (project) number: OH10P022016
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>07/01/2003</u>
5. Number of units affected: 1 6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

7. Timeline for activity:

- a. Actual or projected start date of activity: 10/01/2003
- b. Projected end date of activity: 09/30/2004

**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.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA’s Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	

<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected:</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

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

[24 CFR Part 903.7 9 (j)]  
 Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

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

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

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

<b>Conversion of Public Housing Activity Description</b>
<p>1a. Development name:</p> <p>1b. Development (project) number:</p>
<p>2. What is the status of the required assessment?</p> <p><input type="checkbox"/> Assessment underway</p> <p><input type="checkbox"/> Assessment results submitted to HUD</p> <p><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)</p> <p><input type="checkbox"/> Other (explain below)</p>
<p>3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)</p>

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**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S.

Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

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

**B. Section 8 Tenant Based Assistance**

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

high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: **NA High Performer**

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

**12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

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

**A. PHA Coordination with the Welfare (TANF) Agency Not Applicable – High Performer**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 11/09/2000

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)

- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting	Access (development office / PHA main office /	Eligibility (public housing or section 8

		list/random selection/specific criteria/other)	other provider name)	participants or both)

**(2) Family Self Sufficiency program/s Not Applicable**

a. Participation Description

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

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

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services

- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

**13. PHA Safety and Crime Prevention Measures Not Applicable**

**High Performer**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

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

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

**C. Coordination between PHA and the police**

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

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

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

**D. Additional information as required by PHDEP/PHDEP Plan**

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

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

- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

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

[24 CFR Part 903.7 9 (n)]

#### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

#### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

4 & 5 NA

#### **17. PHA Asset Management Not Applicable, High Performer**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

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

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

Attached at Attachment (File name)

Provided below:

Meetings were held with both the Family and the Senior/Disabled Resident Advisory Boards in early November 2002 to review the proposed Agency Plan and the Capital Fund. Several questions were raised which were simply requests for more information or clarification of existing information. These concerns were addressed at the meeting. The only additional comment made was that some of the Seniors felt that the GMHA automated voice mail was sometimes hard to hear or understand and could this be improved.

In the summer of 2002, prior to development of Agency Plan and Capital Fund activities, GMHA staff consulted with residents and included their suggestions in the plan, which included several additional Capital Funds items for the Elderly Developments.

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)

In terms of the voice mail system, the voices heard on GMHA's voice mail system have not changed for about three years and this is the first time such a comment has been made. The receptionist said that she has never heard this concern expressed to her by anyone else. The automatic messaging voices were reviewed for their clarity

and volume and we determined that they are clear and at a reasonable volume. It will be suggested that residents having difficulty in hearing the automated voice information consider getting an amplifying attachment or feature on their home phone. The Housing Manager for the Elderly/Disabled Housing will work with the residents on this issue.

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### 3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe) Residents nominate themselves and are referred by their Housing Manager to the Executive Director. Residents are sent a description of the GMHA Board and asked to address why they are interested in being on the Board and can they commit to attendance at the meetings. Responses are referred to the GMHA and they make a selection.

#### 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) Board members

### 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: State of Ohio, Cities of Fairborn and Xenia, and Greene County
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

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

Priority #1 – Low-Income Renter Households – GMHA will continue to provide rental assistance through Public Housing and Section 8.

Priority #2 – Low and Moderate Income Owners – GMHA operates through its non-profit Sensible Shelter an Individual Development Account Program (IDA) with funds from Greene County Job and Family Services, funds from local banks, and Assets for Independence. One of the designated uses of the IDA is downpayment for purchase of a home. GMHA through its non-profit hopes to develop homes to be sold to moderate and low-income families this year.

Priority #3 – Homeless Families and Individuals – GMHA gives a priority to homeless families and individuals on its waiting lists. GMHA operates a Shelter Plus Care program for SMD homeless. In addition, GMHA has a state grant for a program, Project TOTAL, which provides case management assistance to homeless families and high risk families for up to 24 months to assist them in locating housing and maintaining the housing.

Other: (list below)

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

The State makes funds available for downpayment assistance through CHIP and the Ohio Housing Finance Agency offers a Downpayment Assistance Program.

The State makes funds available for homeless programs and supportive services. The State makes funds available to assist non-homeless special needs populations as frail

elderly, persons with AIDS, disabled families and families participating in programs to achieve economic self-sufficiency.

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

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

##### **Substantial Deviation and Significant Amendment or Modification**

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

##### **Deconcentration Policy**

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

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

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting lists. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

##### **Resident Commissioner**

Tammy McClellan – 3765 Winthrop Dr., Beavercreek, OH 45431 937-320-1649  
Purchased home in 2002 but has chosen to remain on Board until the end of her term, which is December 2005.

##### **Family Resident Advisory Board Members**

Michelle Williams, 698 E. Third St., Xenia, OH 45385, 937-374-2715 (22-05)  
Ericka Foster, 708 E. Third St., Xenia, OH 45385, 937-372-8491 (22-10)  
Woullard Christopher, 924 Xenia Ave., Yellow Springs, OH 45387, no phone (22-11)  
MariAnn Angi, 3792 Skyline, Beavercreek, OH 45432, 937-320-5909(22-12)  
Michelle Cox, 2817 Bahns Dr., Beavercreek, OH 45434, 937-431-9365 (22-12)  
Courtney Taylor, 319 W. Xenia Dr., Fairborn, OH 45324, 937-677-1909 (22-13)  
Nova Paxton, P.O. Box 477, Cedarville, OH 45314, 937-766-9369 (22-15)  
Ralph Wade, P.O. Box 101, Cedarville, OH 45314, 937-766-2940 (22-15)

Frank House, 2233 Pembury, Xenia, OH 45385, 372-8911 (22-16)  
Nina Ivy, 1293 Arlington Rd., Xenia, OH 45385, 937-372-8840 (22-16)  
Roshanda Taylor, 261 Redbank Dr., Fairborn, OH 45324, no phone (22-17)  
Dianna Hudson, 4131 Dayton-Xenia Rd., Beavercreek, OH 45431, 937-431-3498 (22-18)

**Senior Resident Advisory Board Members**

Sarah Hinders, 207-B W. Dayton-Yellow Springs Rd., Fairborn, OH 45324(22-02)  
Edith Colwell, 205-F W. Dayton-Yellow Springs Rd., Fairborn, OH 45324(22-02)  
Anna Hagemeyer, 215-C W. Dayton-Yellow Springs Rd., Fairborn, OH 45324(22-02)  
Bernice Scruggs, 226 Maple Terrace, Fairborn, OH 45324 (22-13)  
Flora Conrad, 241 Maple Terrace, Fairborn, OH 45324 (22-13)  
Denvil Goodman, 1 Lawson Place #42, Yellow Springs, OH 45387 (22-14)  
James Winkle, 147 N. Detroit St. # 9, Xenia, OH 45385 (22-04)

## **Attachments**

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

**Table Library**