

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

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**FINAL**

# PHAPLans

5-YearPlanforFiscalYears2003 -2007  
AnnualPlanforFiscalYear2003

**The Fayetteville Housing Authority**  
**402 Calhoun**  
**Post Office Box 999**  
**Fayetteville, TN 37334**

**TN014v01**

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDIN  
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

## PHA Plan Agency Identification

**PHAName:** **The Fayetteville Housing Authority**

**PHANumber:** **TN014**

**PHAFiscalYearBeginning:(mm/yyyy)** **10/2003**

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

**5-YEAR PLAN**  
**PHAF ISCAL YEARS 2003 -2 007**  
 [24CFRPart903.5]

**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)

**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 EN COURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS .** (Quantifiable measures would include targetssuch as: n umbers of families served or PHAS scores achieved.) PHA should identify these measures in the space 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: (PHA S score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate one effort 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 effort 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)**

**Note: Due to the elimination of the PHDEP the goal of "Implement Public Housing Security Improvements" has been eliminated.**

**AnnualPHAPlan**  
**PHAFiscalYear2003**  
[24CFRPart903.7]

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

**StandardPlan**

**StreamlinedPlan:**

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**

**TroubledAgencyPlan**

**ii. ExecutiveSummaryof theAnnualPHAPlan**

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypolicies,thePHAhasincludedintheAnnualPlan.

**Not Required**

### iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

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

#### Table of Contents

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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 filename in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration (**See Attachment A**)
- FY2003 Capital Fund Program Annual Statement (**See Attachment F**)
- 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
- FY2003 Capital Fund Program 5 Year Action Plan (See Attachment G)
- 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)
  - Attachment B – Definition of Substantial Deviation
  - Attachment C – Pet Policy
  - Attachment D – Membership of Resident Advisory Board
  - Attachment E – Membership of PHA Governing Board
  - Attachment H – FY 2001 and 2002 CFP Performance Report
  - Attachment I – Progress in Meeting Goals
  - Attachment J – Follow-Up Plan for Resident Service and Satisfaction Survey
  - Attachment K – Community Service Policy

**Supporting Documents Available for Review**

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction 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
NA	Section 8 Administrative Plan	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>
X	Public Housing Deconcentration and Income Mixing Documentation:	Annual Plan: Eligibility, Selection, and Admissions Policies
X	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</i> ; <i>Notice</i> and any further HUD guidance) and	
X	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 checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
NA	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 type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
NA	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year <b>(In Agency Plan)</b>	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
NA	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) <b>(In Agency Plan)</b>	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>NA</b>	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
<b>NA</b>	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
<b>NA</b>	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
<b>NA</b>	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
<b>NA</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<b>NA</b>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	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
<b>X</b>	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
<b>NA</b>	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
<b>NA</b>	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1.StatementofHousingNeeds

[24CFRPart903.79(a)]

## **A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA**

BasedupontheinformationcontainedintheConsolidatedPlan/sapplicabletothejurisdiction, and/or otherdataavailabletothePHA, provideastatementofthehousingneedsinthejurisdictionby completingthefollowingtable.Inthe“Overall”Needscolumn, providetheestimatednumberofrenter familiesathavehousingneeds.Forthereratingcharacteristics, ratetheimpactofthatfactoronthe housingneedsforeachfamilytype, from1to5, with1being“noimpact”and5being“severeimpact.” UseN/Atoindicate thatnoinformationisavailableuponwhichthePHAcanmakethisassessment.

<b>HousingNeedsofFamiliesintheJurisdiction byFamilyType</b>							
FamilyType	*Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income<=30%ofAMI	1,153	3	3	NA	NA	NA	NA
Income>30%but<=50%ofAMI	425	2	2	NA	NA	NA	NA
Income>50%but<80%ofAMI	534	2	2	NA	NA	NA	NA
Elderly	650	2	2	NA	NA	NA	NA
FamilieswithDisabilities	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity/W	1,382	3	NA	NA	NA	NA	NA
Race/Ethnicity/B	286	3	NA	NA	NA	NA	NA
Race/Ethnicity/H	12	3	NA	NA	NA	NA	NA
Race/Ethnicity							

**\*Lincoln County Jurisdictional Area Renters Data, CHAS Tables**

WhatsourcesofinformationdidthePHAusetoconductthisanalysis?(Checkallthat apply;allmaterialsmustbemadeavailableforpublicinspection.)

- ConsolidatedPlanoftheJurisdiction/s  
Indicateyear: **2000**
- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy (“CHAS”)dataset
- AmericanHousingSurveydata  
Indicateyear:
- Otherhousingmarketstudy  
Indicateyear:
- Othersources:(listandindicateyearofinformation)  
**Comprehensive Housing Affordability Strategy Data Book**  
**Lincoln County Jurisdictional Renters Data - 1990**

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	33		80
Extremely low income <=30% AMI	26	79%	
Very low income (>30% but <=50% AMI)	7	21%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	12	36%	
Elderly families	8	24%	
Families with Disabilities	0	0%	
Race/ethnicity/W	19	58%	
Race/ethnicity/B	14	42%	
Race/ethnicity/	NA	NA	
Race/ethnicity	NA	NA	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	19	58	27
2BR	8	24	25
3BR	2	6	18
4BR	4	12	10
5BR	NA	NA	NA
5+BR	NA	NA	NA
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)? NA			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes NA			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes NA			

### C.StrategyforAddressingNeeds

Provideabriefdescript ionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthe jurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,andtheAgency'sreasonsfor choosingthisstrategy.

#### (1)Strategies

**Need:Shortageofaffordablehousingforalle ligiblepopulations**

#### **Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:**

Selectallthatapply

- Employeffectivemaintenanceandmanagementpoliciestominimizethe numberofpublichousingunitsoff -line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixed financedevelopment
- Seekreplacementofpublichousingunitslosttotheinventorythroughsection 8replacementhousingresources
- Maintainorincreasesection8lease -upratesbyestablishingpaymentstandards thatwillenablefamiliestorentthroughoutthejurisdiction
- Undertakemeasurestoensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardlessounitsizerequired
- Maintainorincreasesection8lease -upratesbymarketingtheprogramto owners,particularlythoseoutsideofareasofminorityandpoverty concentration
- Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8 applicantstoincreaseowneracceptanceof program
- ParticipateintheConsolidatedPlandevelopmentprocesstoensure coordinationwithbroadercommunitystrategies
- Other(listbelow)

#### **Strategy2:Increasethenumberofaffordablehousingunitsby:**

Selectallthatapply

- Applyforadditionalsection8unitsshouldtheybecomeavailable
- Leverageaffordablehousingresourcesinthecommunitythroughthecreation ofmixed -financehousing
- PursuehousingresourcesotherthanpublichousingorSection8tenant -based assistance.
- Other:(listbelow)

**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 voucher targeted to the elderly, should they become available
- Other: (list below)

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

- Counsel section 8 tenants 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

[24CFR Part 903.79(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 support services, Section 8 tenant-based assistance, Section 8 support services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	\$482,538.00	
b) Public Housing Capital Fund	\$541,287.00	
c) HOPEVI Revitalization	\$0	
d) HOPEVI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$0	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
g) Resident Opportunity and Self-Sufficiency Grants	\$0	
h) Community Development Block Grant	\$0	
i) HOME	\$0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
CFP - 02	\$300,000.00	Public Housing Improvements
<b>3. Public Housing Dwelling Rental Income</b>		
	\$430,000.00	Public Housing Operations
<b>4. Other income (list below)</b>		
Interest	\$10,000.00	Public Housing Operations
Miscellaneous	\$30,000.00	Public Housing Operations
<b>5. Non-federal sources (list below)</b>		
<b>TOTAL RESOURCES</b>	<b>\$1,793,825.00</b>	

### **3.PHAPoliciesGoverningEligibility,Selection,andAdmissions**

[24CFRPart903.79(c)]

#### **A.PublicHousing**

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent 3A.

#### **(1)Eligibility**

a. WhendoesthePHAverifyeligibilityforadmissiontopublichousing?(selectall thatapply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(state number)
- Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(statetime)
- Other:(describe)  
**At time of application**

b. Whichnon -income(screening)factorsdoesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

- CriminalorDrug -relatedactivity
- Rentalhistory
- Housekeeping
- Other(describe)

c.  Yes  No:DoesthePHArequestcriminalrecordsfromlocallaw enforcementagenciesforscreeningpurposes?

d.  Yes  No:DoesthePH ArequestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

e.  Yes  No:DoesthePHAaccessFBIcriminalrecordsfromtheFBIfor screeningpurposes?(eitherdirectlyorthroughanNCIC - authorizedsource)

#### **(2)WaitingListOrganization**

a. WhichmethodsdoesthePHAplantousestoorganizeitpublichousingwaitinglist (selectallthatapply)

- Community-widelist
- Sub-jurisdictionallists
- Site basedwaitinglists
- Other(describe)

b. Wheremayinterestedpersonsapplyforadmissiontopublichousing?

- PHAmainadministrativeoffice
- PHAdevelopmentssitemanagementoffice
- Other(listbelow)

c. If the PHA plan 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 transfer take precedence over new admissions? (list below)

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

**1. Reasonable accommodation under ADA.**

**2. Elderly and disabled.**

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
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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)

**Elderly, disabled or handicapped families**

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 points system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veteran s’ 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
- 1** Other preference(s) (list below)  
**Elderly, disabled or handicapped families**

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensure 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
- Anytime family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

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

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

Deconcentration Policy for Covered Developments			
Development Name	No. of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation [see step 5 at §903.2(c)(1)(v)]
None			

**B. Section 8 Not Applicable**

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

**(1) Eligibility**

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug -related activity
- Other (describe below)

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project -based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

**(3) Search Time**

a.  Yes  No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below:

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

4. Among applicants on the waiting list with the 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 plan 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 preference 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 admission 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 program to the public?

- Through published notices
- Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.79(d)]

**A. Public Housing**

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

**(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 (**\$50.00**)

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

3. If yes to question 2, list these policies below : **Not Applicable**

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:

**Not Applicable**

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent -setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent -setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 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)

**Ceiling rents are equal to flat rents less the utility allowance.**

f. Rent determination:

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
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- Other (list below)

**A family must report all changes in family composition and all new income of any kind within 10 days of the change.**

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.)

- This 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** **Not Applicable**

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

## (1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually  
 Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.79(e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

**The PHA is governed by a five-member Board of Commissioners. The Board authorizes the Executive Director to manage the PHA's administrative duties and programs.**

**The Executive Director manages the Director of Housing Management and the Director of Maintenance and Modernization.**

**Staff positions below the Director of Housing Management include an Administrative Assistant/Occupancy Specialist, Cashier Bookkeeper, and a Resident Coordinator.**

**Staff positions below the Director of Maintenance and Modernization include Maintenance Mechanics, Maintenance Mechanics Assistant, Maintenance Laborers, and a Department Secretary.**

## B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	308	75
Section 8 Vouchers	0	0
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0
Other Federal Programs (list individually)	NA	NA

## 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)

- Disposition
- Investment
- Travel
- Capitalization
- Collection
- Procurement
- Personnel
- Operations Plan
- Grievance Procedure

(2) Section 8 Management: (list below)

**Not Applicable**

## **6. PHA Grievance Procedures**

[24CFR Part 903.79(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 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices 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 Not Applicable**

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 24CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices 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

[24CFR Part 903.79(g)]

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

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

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

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

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

Select one:

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

-or-

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

#### **(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) **Attachment G**

-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.HOPEVIandPublicHousingDevelopmentandReplacementActivities(Non CapitalFund) -**

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPEVI 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 HOPEVI 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 HOPEVI 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 HOPEVI revitalization grant in the Plan year?  
If yes, list development name/s below:

- Yes  No: d) Will the PHA be engaging in any mixed -financed 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

[24CFR Part 903.79(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 tab below.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	<b>Scales Heights</b>
1b. Development (project) number:	<b>TN014-002</b>
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 <b>approved</b> , submitted, or planned for submission:	<b>(5/08/03)</b>
5. Number of units affected:	<b>30</b>
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <b>09/30/03</b> b. Projected end date of activity: <b>12/31/03</b>
<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	<b>Scales Heights</b>
1b. Development (project) number:	<b>TN014-004</b>
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 <b>approved</b> , submitted, or planned for submission:	<b>(5/08/03)</b>
5. Number of units affected:	<b>10</b>
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <b>09/30/03</b> b. Projected end date of activity: <b>12/31/03</b>

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

[24CFR Part 903.79(i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
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: <span style="float: right;">(DD/MM/YY)</span>	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously -approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

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

[24CFR Part 903.79(j)]

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

### A. Assessment 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 as 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>
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD -approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Voluntary Conversion Initial Assessments**

**Addressed in FY 2002 Agency Plan**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **N/A**
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **NA**
- c. How many Assessments were conducted for the PHA's covered developments? **NA**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
<b>Not Applicable</b>	

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.

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

# 11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(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"/> HOPEI <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 activities: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

**Not Applicable**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA -established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.79(1)]

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

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

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

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

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

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

Yes  No: Does the PHA coordinate, promote or provide any program 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 list/random selection/specific criteria/other)	Access (development office/PHA main office/other provider name)	Eligibility (public housing or section 8 participants or both)
<b>Computer Classes</b>	<b>5</b>	<b>None</b>	<b>HA/Drop in School</b>	<b>Public Housing</b>
<b>G.E.D. Classes</b>	<b>6</b>	<b>None</b>	<b>HA/Drop in School</b>	<b>Public Housing</b>
<b>Parenting Classes</b>	<b>8</b>	<b>None</b>	<b>HA/Drop in School</b>	<b>Public Housing</b>
<b>Student Worker</b>	<b>1</b>	<b>None</b>	<b>HA/Drop in School</b>	<b>Public Housing</b>
<b>Summer Youth Workers</b>	<b>2</b>	<b>None</b>	<b>HA/Drop in School</b>	<b>Public Housing</b>

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY2002 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 plan 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)

### **13.PHASafetyandCrimePreventionMeasures**

[24CFRPart903.79(m)]

ExemptionsfromComponent13:HighperformingandsmallPHAsnotparticipatinginPHDEPand  
Section8OnlyPHAsmayskiptocomponent15.HighPerformingandsmallPHAs thatare  
participatinginPHDEP andaresubmittingaPHDEPPlanwiththisPHAPlanmayskiptosub  
componentD.

#### **A.Needformeasurestoensurethesafetyofpublichousingresidents**

1.Describetheneedformeasurestoensurethesafetyofpublichousingresidents  
(selectallthatapply)

- Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA's  
developments
- Highincidenceofviolentand/or drug -relatedcrimeintheareassurroundingor  
adjacenttothePHA 'sdevelopments
- Residentsfearfulfortheirsafetyand/orthesafetyoftheirchildren
- Observedlower -levelcrime,vandalismand/orgraffiti
- Peopleonwaitinglistunwillingtomoveintooneormoredev elopmentsdueto  
perceivedand/oractuallevelsofviolentand/or drug -relatedcrime
- Other(describellow)

2.WhatinformationordatadidthePHAusedtodeterminetheneedforPHAactions  
toimprovesafetyofresidents(selectallthatapply).

- Safetyandsecuritysurveyofresidents
- Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround”  
publichousingauthority
- Analysisofcosttrendsovertimeforrepairofva ndalismandremovalof  
graffiti
- Residentreports
- PHAemployeereports
- Policereports
- Demonstrable,quantifiablesuccesswithpreviousorongoinganticrime/anti  
drugprograms
- Other(describellow)

3.Whichdevelopmentsaremostaffected?(listbelow)

**TN014-002 and 004**

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

1. List the crime prevention activities the PHA has undertaken or plan 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)  
**TN014-002 and 004**

**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)  
**TN014-002 and 004**

**D. Additional information as required by PHDEP/PHDEP Plan **Not Applicable****

PHA eligible for FY2002 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 FY2002 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename:     )



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

[24CFRPart903.79(n)]

## **15. Civil Rights Certifications**

[24CFRPart903.79(o)]

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

## **16. Fiscal Audit**

[24CFRPart903.79(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? **NA**  
If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD? **NA**  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24CFRPart903.79(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**

[24CFR Part 903.79(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 (Filename) **Not Applicable**
- Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below) **Not Applicable**

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

1.  Yes  No: Does the PHA meet the exemption criteria provided in 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 there a 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 **NA**

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

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

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

1. Consolidated Plan jurisdiction: (provide name here)

**Tennessee Housing Development Agency - 2000**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

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

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

**NA**

### D. Other Information Required by HUD

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

## **Attachments**

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

### **ATTACHMENT A - Statement of Deconcentration**

Be it Resolved That The Fayetteville Housing Authority is in the process of amending the PHA's Admission and Continued Occupancy Policy (ACOP) to conform with the Quality Housing and Work Responsibility Act of 1998 (QHWRA) which will prohibit concentration of low-income families in Public Housing Developments.

The Fayetteville Housing Authority will begin immediately evaluating the deconcentration requirements of the Law and the February 18, 1999, regulations for new applicants since the 30 day posting requirements apply to the Admissions and Continued Occupancy Policy.

Income Targeting requirements and the Admissions and Continued Occupancy Policy amendments will reflect the required procedures upon issuance of final regulations by HUD. The Admission Policy will be a part of the Agency Plan to be submitted by The Fayetteville Housing Authority.

Adopted this the 5<sup>th</sup> day of August 1999.

### **ATTACHMENT B: Definition of Substantial Deviation**

PHA's definition of "Significant Amendment or Substantial Deviation" from its 5-Year and Annual Plans:

1. Changes to rent or admissions policies or organization of the waiting list.
2. Addition of non-emergency work, items (items not included in the Annual Statement or 5-Year Action Plan) or a change in the use of replacement reserve funds under the Capital Fund.
3. Any change with regard to demolition or disposition, designation, or homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements.

## ATTACHMENT C – Pet Policy

### **Pet Policy**

This addendum is being executed in accordance of Section 6(D) of the Dwelling Lease to govern Pet Ownership in Public Housing

As applicable, Section 526 of the Quality Housing and Work Responsibility Act of 1998 (Public Law 105-276, 112 Stat. 2451, 2568 (the Public Housing Reform Act of 1998) added new section 31 (captioned A Pet Ownership in Public Housing to the United States Housing Act of 1937. Section 31 establishes pet ownership requirements for residents of public housing other than federally assisted rental housing for the elderly or persons with disabilities. Section 227 of the Housing-Rural Recovery Act of 1983 (12 U.S.C. 1701r-1) (the 1983 Act) covers pet ownership requirements for the elderly or persons with disabilities. This rule does not alter or affect these regulations in any way, nor would the regulation in Section 227 of the 1983 Act apply in any way to Section 31 of the 1937 Act. Section 31 of the 1937 Act is being implemented by adding a new subpart G to 24 CFR Part 960. The following policies must be complied with for pet ownership in the HA:

1. Pet ownership: A resident may own one or more common household pets or have one or more common household pets present in the dwelling unit of such resident, subject to the following conditions:
  - a. Each Head of Household may own up to two pets. If one of the pets is a dog or cat, the second pet must be contained in a cage or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.
  - b. If the pet is a dog or cat, it must be neutered/spayed, and cats must be declawed. Evidence of neutering/spaying can be provided by a statement/bill from veterinarian and/or staff of the humane society. The Resident must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Resident shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown).
  - c. If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.
  - d. If the pet is fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Resident is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and nonhazardous manner.
  - e. If the pet is a dog, it shall not weigh more than 20 pounds (fully grown).
  - f. If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, as applicable. Evidence of inoculations can be provided by a statement/bill from veterinarian or staff of the humane society.
  - g. All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside it must be taken outside on a leash and kept off other Resident's lawns.
  - h. All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not under the control of an adult. Pets which are unleashed, or leashed and unattended, on Fayetteville Housing Authority property will be impounded and taken to the local Humane Society. It shall be the responsibility of the Resident to reclaim the pet and at the expense of the Resident. Also, if a member of the Fayetteville Housing Authority staff has to take a pet to the Humane Society the Resident will be charged \$50 to cover the expense of taking the pet(s) to the Humane Society.
  - j. Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is reported to The Fayetteville Housing Authority staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, the Housing Authority staff may enter the unit and remove the pet and transfer the pet to the humane society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Resident.

2. Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of to avoid any unpleasant and unsanitary odor from being in the unit.
3. Prohibited Animals: Animals that are considered vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, rottweiler, doberman pincher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by a Housing Authority representative prior to the execution of this lease addendum.
4. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other residents. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. The Fayetteville Housing Authority will terminate this authorization, if a pet disturbs other residents under this section of the lease addendum. The Resident will be given one week to make other arrangements for the care of the pet.

If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other Residents, or create a problem in the area of cleanliness and sanitation, the Fayetteville Housing Authority will notify the resident, in writing, that the animal must be removed from the Public Housing Development. The written notice will contain the date by which the pet must be removed and this date must be complied with by the Head of Household. This date will be immediate if the pet may be a danger or threat to the safety and security of other residents. The Resident may request a hearing, which will be handled according to the Fayetteville Housing Authority's established grievance procedure. Provided, however, the pet must be immediately removed from the unit upon notice during the hearing process if the cause is because of safety and security.

5. The Resident is solely responsible for cleaning up the waste of the pet within the dwelling and on the grounds of the public housing development. If the pet is taken outside it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage. If the Housing Authority staff is required to clean any waste left by a pet, the Resident will be charged \$25 for the removal of the waste.
6. The Resident shall have canine pets restrained so that maintenance can be performed in the apartment. The Resident shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Tenant shall be charged a fee of \$25.00. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained will be impounded and taken to the local Humane Society. It shall be the responsibility of the Resident to reclaim the pet at the expense of the Resident. Also, if a member of the Housing Authority staff has to take a pet to the Humane Society the Resident will be charged an additional \$50 to cover the expense of taking the pet(s) to the Humane Society. The Housing Authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.

FAYETTEVILLE HOUSING AUTHORITY NON-REFUNDABLE FEE

Type of Pet	Fee
Dog	\$100
Cat	\$100
Fish Aquarium	\$25
Fish Bowl (Requires no power and no larger than two gallons)	\$0
Caged Pets	\$100

THE ENTIRE FEE MUST BE PAID PRIOR TO THE EXECUTION OF THE LEASE ADDENDUM. NO PET SHALL BE ALLOWED IN THE UNIT PRIOR TO THE COMPLETION OF THE TERMS OF THIS PET POLICY. IT SHALL BE A SERIOUS VIOLATION OF THE LEASE FOR ANY RESIDENT TO HAVE A PET WITHOUT PROPER APPROVAL AND WITHOUT HAVING COMPLIED WITH THE TERMS OF THIS POLICY. SUCH VIOLATION SHALL BE CONSIDERED TO BE A VIOLATION OF PARAGRAPH 6 (D) OF THE LEASE.

**RESIDENT ACKNOWLEDGMENT**

After reading and/or having read to me this lease addendum I, \_\_\_\_\_ agree to the following: (Print Name)

I agree to abide by the requirements outlined in this lease addendum for pet ownership and to keep the pet(s) in accordance with this lease addendum.

I agree and understand that I am liable for any damage or injury whatsoever caused by pet(s) and shall pay the landlord or applicable party for any damages or injury caused by the pet(s). I also realize that I should obtain liability insurance for pet ownership and that paying for the insurance is my responsibility.

I agree to accept full responsibility and will not hold liable (indemnify) the landlord for any claims by or injuries to third parties or their property caused by my pet(s).

I agree to pay a non-refundable fee of \$\_\_\_\_\_ to cover some of the additional operating cost incurred by the Fayetteville Housing Authority. I also understand that this fee is due and payable prior to the execution of this lease addendum.

I agree and understand that violating this lease addendum will result in the removal of the pet(s) from the property of The Fayetteville Housing Authority and that I may not be allowed to own any type of pet in the future while being an occupant of The Fayetteville Housing Authority.

\_\_\_\_\_  
Head of Household Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Housing Authority Representative Signature

\_\_\_\_\_  
Date

## ATTACHMENT D – Membership of Resident Advisory Board

### **Officers:**

#### **Betty Palmer– President**

401 Calhoun Ave.  
Fayetteville, TN 37334

#### **Dale Cowley – Vice-President**

74 Elmwood Dr.  
Fayetteville, TN 37334

#### **Larry Perry, Treasurer**

540 Amana Ave.  
Fayetteville, TN 37334

#### **Diane Holman, Secretary**

127 Mark Ave..  
Fayetteville, TN 37334

### **Members:**

#### **Minnie Reynolds**

209 Bellview Ave. S.  
Fayetteville, TN 37334

#### **Flossie Phelps**

37 Clark Ave.  
Fayetteville, TN 37334

#### **Timothy Wilbanks**

48 Mark Ave  
Fayetteville, TN 37334

#### **Katherine Cowley**

72 Elmwood Dr.  
Fayetteville, TN 37334

#### **John Hobbs**

64 Elmwood Dr.  
Fayetteville, TN 37334

#### **Janie Honea**

906 W. Maple St.  
Fayetteville, TN 37334

#### **Vanessa Wells**

13 Elmwood Circle  
Fayetteville, TN 37334

#### **Patrick Moore**

419 Robertson St.  
Fayetteville, TN 37334

#### **Sandra Sanders**

53 Elmwood Dr.  
Fayetteville, TN 37334

#### **Helene Kawiecki**

65 Clark Ave.  
Fayetteville, TN 37334

#### **Sonya Towry**

601 Mayberry St.  
Fayetteville, TN 37334

#### **Leon Sullenger**

615 Mayberry St.  
Fayetteville, TN 37334

#### **Linda Bredemeier**

57 Elmwood Dr.  
Fayetteville, TN 37334

#### **Jennifer Holman**

127 Mark Ave.  
Fayetteville, TN 37334

#### **Susie Green**

58 Elmwood Dr.  
Fayetteville, TN 37334

## ATTACHMENT E – Membership of PHA Governing Board

Dr. William Hancox – Chairman

Mrs. Joyce K. Eady – Vice-Chairman

Mr. Robert McDonald

Mr. William Thomas

Mr. William R. McKin – Resident Commissioner

**Attachment F**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor( CFP/CFPRHF)**

**Part I: Summary**

PHAName: <b>The Fayetteville Housing Authority</b>	GrantTypeandNumber CapitalFundProgramGrantNo: <b>TN37P01450103</b> ReplacementHousingFactorGrantNo:	FederalFYofGrant: <b>FY 2003</b>
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Original Annual Statement  
  Reserve for Disasters/Emergencies  
  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 03/31/03  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds	\$0.00			
2	1406 Operations	\$104,055.00			
3	1408 Management Improvements	\$61,000.00			
4	1410 Administration	\$500.00			
5	1411 Audit	\$0.00			
6	1415 Liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$25,418.00			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvement	\$76,500.00			
10	1460 Dwelling Structures	\$202,132.00			
11	1465.1 Dwelling Equipment — Nonexpendable	\$7,450.00			
12	1470 Nondwelling Structures	\$0.00			
13	1475 Nondwelling Equipment	\$30,000.00			
14	1485 Demolition	\$0.00			
15	1490 Replacement Reserve	\$0.00			
16	1492 Moving to Work Demonstration	\$0.00			
17	1495.1 Relocation Costs	\$1,000.00			
18	1499 Development Activities	\$0.00			
19	1501 Collateralization or Debt Service	\$0.00			
20	1502 Contingency	\$0.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$540,000.00			
22	Amount of line 21 Related to LBP Activities	\$0.00			
23	Amount of line 21 Related to Section 504 compliance	\$0.00			
24	Amount of line 21 Related to Security – Soft Costs	\$0.00			
25	Amount of Line 21 Related to Security – Hard Costs	\$0.00			
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00			

**Attachment F**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHAName: <b>The Fayetteville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>TN37P01450103</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>FY 2003</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Transfer funds to PHA Operating Budget	1406	1	\$104,055.00				
PHA-WIDE	Purchase computer software	1408	1	\$4,000.00				
PHA-WIDE	Pay the cost of the afterschool program for resident children.	1408	1	\$5,000.00				
PHA-WIDE	Pay the cost of the summer youth program for resident children	1408	1	\$15,000.00				
PHA-WIDE	PHA staff salaries – Resident Coordinator	1408	1	\$35,000.00				
PHA-WIDE	Provide training for staff	1408	1	\$2,000.00				
PHA-WIDE	Legal and advertising	1410	1	\$500.00				
PHA-WIDE	Agency plan update	1430	1	\$4,500.00				
PHA-WIDE	A/E services	1430	1	\$16,918.00				
PHA-WIDE	Hire a consultant to complete an energy audit.	1430	1	\$4,000.00				
PHA-WIDE	Force Account labor for modernization activities	1460	1	\$60,000.00				
PHA-WIDE	Purchase maintenance tools and equipment	1475	1	\$30,000.00				
PHA-WIDE	Cost for relocation of residents for comprehensive modernization	1495	1	\$1,000.00				
PHA-WIDE	Contingencies	1502	1	\$31,945.00				
TN37P014001	Install new exhaust fans in bathrooms.	1460	32	\$3,200.00				
TN37P014001	Install new crown molding in all rooms	1460	1	\$1,000.00				
TN37P014001	Remove existing and install new heavy-duty storm door.	1460	64	\$4,800.00				
TN37P014001	Replace refrigerators	1465	7	\$2,450.00				
TN37P014003	Install new exhaust fans in bathrooms	1460	10	\$1,000.00				
TN37P014003	Install new crown molding in all rooms.	1460	1	\$1,000.00				

**AttachmentF**

**AnnualStatement/PerformanceandEvaluationReport**

**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**

**PartII:SupportingPages**

PHAName: <b>The Fayetteville Housing Authority</b>		GrantTypeandNumber CapitalFundProgramGrantNo: <b>TN37P01450103</b> ReplacementHousingFactorGrantNo:			FederalFYofGrant: <b>FY 2003</b>			
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
TN37P014003	Remove existing and install new heavy-duty storm door.	1460	20	\$1,500.00				
TN37P014003	Install new range.	1465	10	\$2,500.00				
TN37P014005	Install new bath accessories including towel bars, paper holder, toothbrush holder and tumbler	1460	44	\$3,036.00				
TN37P014005	Replace medicine cabinet	1460	44	\$3,652.00				
TN37P014005	Install new exhaust fans in bathrooms.	1460	44	\$4,400.00				
TN37P014005	Replace GFI protected outlet in bathrooms.	1460	44	\$616.00				
TN37P014005	Clean and regrout ceramic tile base molding at bathroom floors.	1460	44	\$1,804.00				
TN37P014005	Clean and regrout ceramic tile floors in bathrooms	1460	44	\$1,936.00				
TN37P014005	Install new lavatory and vanity	1460	44	\$6,072.00				
TN37P014005	Install new lavatory drain lines to tee in wall	1460	44	\$1,804.00				
TN37P014005	Install new lavatory faucet	1460	44	\$3,036.00				
TN37P014005	Install new lavatory supplies and stops	1460	44	\$836.00				
TN37P014005	Install new tub valves and showerheads	1460	44	\$6,072.00				
TN37P014005	Replace existing bathtub	1460	10	\$4,400.00				
TN37P014005	Replace water closet and seat with water saving type	1460	44	\$4,840.00				
TN37P014005	Replace water close flange	1460	44	\$616.00				
TN37P014005	Remove existing and install new ceramic tile at tub	1460	44	\$10,912.00				
TN37P014005	Install new crown molding in all rooms	1460	1	\$1,000.00				
TN37P014005	Remove existing and install new heavy-duty storm door	1460	88	\$6,600.00				

**Attachment F**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHAName: <b>The Fayetteville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>TN37P01450103</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>FY 2003</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN37P014005	Replace existing gas space heaters	1460	10	\$6,050.00				
TN37P014006	Install new exhaust fans in bathrooms	1460	40	\$4,000.00				
TN37P014006	Install new crown molding in all rooms	1460	1	\$1,000.00				
TN37P014006	Remove existing and install new heavy-duty storm door	1460	80	\$6,000.00				
TN37P014006	Replace existing gas space heaters	1460	10	\$6,050.00				
TN37P014010	Install new exhaust fans in bathrooms	1460	24	\$2,400.00				
TN37P014010	Remove existing and install new heavy-duty storm door	1460	48	\$3,600.00				
TN37P014011	Replace sanitary sewer main lines	1460	6375	\$76,500.00				
TN37P014011	Instal new exhaust fans in bathrooms	1460	100	\$10,000.00				
TN37P014011	Replace water closet and seat	1460	100	\$7,500.00				
TN37P014011	Replace water closet flange	1460	100	\$1,400.00				
TN37P014011	Remove existing and install new heavy-duty storm door	1460	200	\$15,000.00				
TN37P014012	Install new exhaust fans in bathrooms	1460	20	\$2,000.00				
TN37P014012	Remove existing and install new heavy-duty storm door	1460	40	\$3,000.00				
TN37P014012	Install new range	1465	10	\$2,500.00				

**Attachment F**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFP RHF)**

**Part III: Implementation Schedule**

PHAName: <b>The Fayetteville Housing Authority</b>		Grant Type and Number Capital Fund Program No: <b>TN37P01450103</b> Replacement Housing Factor No:				Federal FY of Grant: <b>FY 2003</b>	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TN37P014001 Mayberry Courts	06/30/05			06/30/07			
TN3yP014003 Mayberry Courts	06/30/05			06/30/07			
TN37P014005 Elmwood Terrace	06/30/05			06/30/07			
TN37P014006 Madden Homes	06/30/05			06/30/07			
TN37P014010 Mayberry Courts	06/30/05			06/30/07			
TN37P014011 Mayberry Courts, Madden, Elmwood Terrace, Womack	06/30/05			06/30/07			
TN37P014012 Scott Homes (Petersburg)	06/30/05			06/30/07			
Computer Software	06/30/05			06/30/07			
After School Programs	06/30/05			06/30/07			
Summer Youth Program	06/30/05			06/30/07			
Resident Coordinator	06/30/05			06/30/07			

## AttachmentG

### CapitalFundProgramFive -YearActionPlan

#### PartI:Summary

PHAName: <b>The Fayetteville Housing Authority</b>				<input checked="" type="checkbox"/> <b>Original5 -YearPlan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year1	WorkStatementforYear2 FFYGrant: <b>2004</b> PHAFY: <b>2004</b>	WorkStatementforYear3 FFYGrant: <b>2005</b> PHAFY: <b>2005</b>	WorkStatementforYear4 FFYGrant: <b>2006</b> PHAFY: <b>2006</b>	WorkStatementfor Year5 FFYGrant : <b>2007</b> PHAFY: <b>2007</b>
	Annual Statement				
PHA Wide		\$117,088.00	\$89,496.00	\$89,496.00	\$83,821.00
TN37P014001 Mayberry Court		\$214,912.00	\$0.00	\$8,550.00	\$5,618.00
TN37P014002 ScalesHeights		\$0.00	\$0.00	\$0.00	\$92,607.00
TN37P014003 Mayberry Court		\$0.00	\$8,500.00	\$0.00	\$62,350.00
TN37P014004 Scales Heights		\$0.00	\$0.00	\$0.00	\$20,000.00
TN37P014005 Elmwood Terrace		\$35,000.00	\$228,804.00	\$0.00	\$4,950.00
TN37P014006 Madden Homes		\$0.00	\$12,500.00	\$216,304.00	\$11,022.00
TN37P014010 Mayberry Court		\$0.00	\$0.00	\$26,100.00	\$17,072.00
TN37P014011 Mayberry Courts, Madden, Elmwood Terrace, Womack		\$0.00	\$2,500.00	\$6,050.00	\$28,750.00
TN37P014012 Scott Homes (Petersburg)		\$0.00	\$0.00	\$3,550.00	\$8,810.00
CFPFundsListedfor5 -year planning		<b>\$367,000.00</b>	<b>\$341,800.00</b>	<b>\$350,050.00</b>	<b>\$335,000.00</b>
ReplacementHousing FactorFunds					



**AttachmentG**

**CapitalFundProgramFive -YearActionPlan**

**PartII:SupportingPages —WorkActivities**

ActivitiesforYear: <u>4</u> FFYGrant: <b>2006</b> PHAFY : <b>2006</b>			ActivitiesforYear: <u>5</u> FFYGrant: <b>2007</b> PHAFY: <b>2007</b>		
<b>Development Name/Number</b>	<b>MajorWorkCategories</b>	<b>EstimatedCost</b>	<b>Development Name/Number</b>	<b>MajorWorkCategories</b>	<b>EstimatedCost</b>
PHA Wide		\$89,496.00	PHA Wide		\$83,821.00
TN37P014001	Mechanical	\$6,050.00	TN37P014001	Site Improvements	\$1,650.00
Mayberry Court	Dwelling Equipment	\$2,500.00	Mayberry Court	Bathroom Renovations	\$3,968.00
TN37P014006	Mechanical	\$216,304.00	TN37P014002	Demolition	\$92,607.00
Madden Homes			Scales Heights		
TN37P014010	Handicap Accessibility	\$25,000.00	TN37P014003	Bathroom Renovations	\$690.00
Mayberry Courts	Mechanical	\$1,100.00	Mayberry Court	Handicap Accessibility	\$12,500.00
TN37P014011	Mechanical	\$6,050.00		Mechanical	\$49,160.00
Mayberry Court, Madden, Elmwood Terrace, Womack					
TN37P014012	Handicap Accessibility	\$1,100.00	TN37P014004	Demolition	\$20,000.00
Scott Homes	Dwelling Equipment	\$2,450.00	Scales Heights		
			TN37P014005	Dwelling Equipment	\$4,950.00
			Elmwood Terrace		
			TN37P014006	Bathroom Renovations	\$6,072.00
			Madden Homes	Dwelling Equipment	\$4,950.00
			TN37P014010	Bathroom Renovations	\$6,072.00
				Mechanical	\$6,050.00
				Dwelling Equipment	\$4,950.00
			TN37P014011	Bathroom Renovations	\$13,800.00
			Mayberry Court, Madden, Elmwood Terrace, Womack	Handicap Accessibility	\$12,500.00
				Dwelling Equipment	\$2,450.00
			TN37P014012	Bathroom Renovations	\$2,760.00
			Scott Homes	Mechanical	\$6,050.00
<b>TotalCFPEstimatedCost</b>		<b>\$350,050.00</b>			<b>\$335,000.00</b>

**AttachmentH**

**AnnualStatement/PerformanceandEvaluationReport**

**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**

**PartI:Summary**

<b>PHAName:</b> <b>The Fayetteville Housing Authority</b>	<b>GrantTypeandNumber</b> CapitalFundProgramGrantNo: <b>TN37P01450102</b> ReplacementHousingFactorGrantNo:	<b>FederalFYofGrant:</b> <b>FY 2002</b>
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OriginalAnnualStatement   
  ReserveforDisasters/Emergencies   
  RevisedAnnualStatement(revisionno: )  
 PerformanceandEvaluationReportforPeriodEnding:03/31/03   
  FinalPerformanceandEvaluationReport

Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	Totalnon -CFPFunds	\$0.00			
2	1406Operations	\$105,757.00	\$105,757.00	\$105,757.00	\$105,757.00
3	1408ManagementImprovements	\$32,000.00	\$32,000.00	\$32,000.00	\$12,809.00
4	1410Administration	\$200.00	\$200.00		
5	1411Audit	\$0.00			
6	1415Liquidate dDamages	\$0.00			
7	1430FeesandCosts	\$9,500.00	\$9,500.00	\$7,000.00	\$2,500.00
8	1440SiteAcquisition	\$0.00			
9	1450SiteImprovement	\$0.00			
10	1460DwellingStructures	\$392,830.00	\$392,830.00	\$93,620.00	\$23,864.00
11	1465.1DwellingEquipment —Nonexpendable	\$0.00			
12	1470NondwellingStructures	\$0.00			
13	1475NondwellingEquipment	\$0.00			
14	1485Demolition	\$0.00			
15	1490ReplacementReserve	\$0.00			
16	1492MovingtoWorkDemonstration	\$0.00			
17	1495.1RelocationCosts	\$1,000.00	\$1,000.00		
18	1499DevelopmentActivities	\$0.00			
19	1501CollaterizationorDebtService	\$0.00			
20	1502Contingency	\$0.00			
21	AmountofAnnualGrant:(sumoflines2 -20)	\$541,287.00	\$541,287.00	\$238,377.00	\$144,930.00
22	Amountoffline21Rel atedtoLBPActivities	\$0.00			
23	Amountoffline21RelatedtoSection504compliance	\$0.00			
24	Amountoffline21RelatedtoSecurity —SoftCosts	\$0.00			
25	AmountofLine21RelatedtoSecurity —HardCosts	\$48,510.00	\$48,510.00		
26	Amountofli ne21RelatedtoEnergyConservationMeasures	\$0.00			

## Attachment H

### Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: <b>The Fayetteville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>TN37P01450102</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>FY 2002</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Transfer funds to PHA Operating Budget	1406	1	\$105,757.00	\$105,757.00	\$105,757.00	\$105,757.00	
PHA-WIDE	PHA staff salaries – Resident Coordinator	1408	1	\$30,000.00	\$30,000.00	\$30,000.00	\$11,740.00	
PHA-WIDE	Provide training for maintenance staff	1408	1	\$2,000.00	\$2,000.00	\$2,000.00	\$1,069.00	
PHA-WIDE	Legal and advertising	1410	1	\$200.00	\$200.00			
PHA-WIDE	Agency Plan update (2003)	1430	1	\$4,500.00	\$4,500.00	\$4,500.00		
PHA-WIDE	Hire a consultant to prepare a demolition application	1430	1	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	
PHA-WIDE	Hire a consultant to prepare a HOPE VI demolition application	1430	1	\$2,500.00	\$2,500.00			
PHA-WIDE	Force account labor for modernization activities	1460	1	\$60,100.00	\$60,100.00			
PHA-WIDE	Cost for relocation of residents for comprehensive modernization	1495.1	1	\$1,000.00	\$1,000.00			
TN37P014001	Install heavy duty dryer vent and stainless steel covers on building exterior	1460	32	\$6,400.00	\$6,400.00			
TN37P014001	Install interchangeable core deadbolt, passage set and door saver on exterior doors.	1460	32	\$3,360.00	\$3,360.00			
TN37P014001	Install new ducted range hood.	1460	32	\$2,240.00	\$2,240.00	\$2,240.00		
TN37P014003	Install heavy duty dryer vent and stainless steel covers on building exterior.	1460	10	\$2,000.00	\$2,000.00			
TN37P014003	Install interchangeable core deadbolt, passage set and door saver on exterior doors.	1460	20	\$2,100.00	\$2,100.00			
TN37P014003	Install new ducted range hood.	1460	10	\$700.00	\$700.00	\$700.00		
TN37P014005	Install heavy duty dryer vent and stainless steel covers on building exterior.	1460	44	\$8,800.00	\$8,800.00			
TN37P014005	Install interchangeable core deadbolt, passage set and floor stop on exterior doors.	1460	88	\$9,240.00	\$9,240.00			

**AttachmentH**

**AnnualStatement/PerformanceandEvaluationReport**

**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**

**PartII:SupportingPages**

PHAName: <b>The Fayetteville Housing Authority</b>		GrantTypeandNumber CapitalFundProgramGrantNo: <b>TN37P01450102</b> ReplacementHousingFactorGrantNo:				FederalFYofGrant: <b>FY 2002</b>		
Development Number Name/HA-Wide Activities	GeneralDescriptionofMajorWork Categories	Dev.Acct No.	Quantity	TotalEstimatedCost		TotalActualCost		Statusof Work
				Original	Revised	Funds Obligated	Funds Expended	
TN37P014005	Install new ducted range hood.	1460	44	\$3,080.00	\$3,080.00	\$3,080.00		
TN37P014006	Install heavy duty stainless steel dryer vent covers.	1460	40	\$8,000.00	\$8,000.00			
TN37P014006	Install interchangeable core deadbolt, passage set and floor stop on exterior doors.	1460	80	\$8,400.00	\$8,400.00			
TN37P014006	Install new ducted range hood.	1460	40	\$2,800.00	\$2,800.00	\$2,800.00		
TN37P014010	Install interchangeable core deadbolt and passage set on all exterior doors.	1460	2	\$210.00	\$210.00			
TN37P014010	Install new ducted range hood.	1460	40	\$2,800.00	\$2,800.00	\$2,800.00		
TN37P014011	Install new central heating/cooling system in all units including insulated ductwork to all rooms.	1460	1	\$4,000.00	\$4,000.00			
TN37P014011	Remove existing and install new asphalt shingle roof shingles and felt.	1460	750	\$75,000.00	\$75,000.00	\$75,000.00	\$23,864.00	
TN37P014011	Install interchangeable core deadbolt, passage set and door saver on exterior doors.	1460	200	\$21,000.00	\$21,000.00			
TN37P014011	Install new ducted range hood.	1460	100	\$7,000.00	\$7,000.00	\$7,000.00		
TN37P014011	Replace windows with new double hung insulated windows and insect screens.	1460	800	\$160,000.00	\$160,000.00			
TN37P014012	Install interchangeable core deadbolt, passage set and door saver on exterior doors.	1460	40	\$4,200.00	\$4,200.00			
TN37P014012	Install new ducted range hood.	1460	20	\$1,400.00	\$1,400.00			

**AttachmentH**

**AnnualStatement/PerformanceandEvaluationReport**

**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**

**PartIII:ImplementationSchedule**

PHAName: <b>The Fayetteville Housing Authority</b>		GrantTypeandNumber CapitalFundProgramNo: <b>TN37P01450102</b> ReplacementHousingFactorNo:				FederalFYofGrant: <b>FY 2002</b>	
DevelopmentNumber Name/HA-WideActivities	AllFun dObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates
	Original	Revised	Actual	Original	Revised	Actual	
TN37P014001 Mayberry Courts	06/30/04			06/30/06			
TN3yP014003 Mayberry Courts	06/30/04			06/30/06			
TN37P014005 Elmwood Terrace	06/30/04			06/30/06			
TN37P014006 Madden Homes	06/30/04			06/30/06			
TN37P014010 Mayberry Courts	06/30/04			06/30/06			
TN37P014011 Mayberry Courts, Madden, Elmwood Terrace, Womack	06/30/04			06/30/06			
TN37P014012 Scott Homes (Petersburg)	06/30/04			06/30/06			
Resident Coordinator	06/30/04			06/30/06			
Staff Training	06/30/04			06/30/06			

**AttachmentH**

**CapitalFundProgramFive -YearAc tionPlan**

**PartI:Summary**

PHAName: <b>The Fayetteville Housing Authority</b>				<input checked="" type="checkbox"/> <b>Original5 -YearPlan</b> <input type="checkbox"/> <b>RevisionNo:</b>	
Development Number/Name/HA-Wide	Year1	WorkStatementforYear2 FFYGrant: <b>2003</b> PHAFY: <b>2003</b>	WorkStatementforYear3 FFYGrant: <b>2004</b> PHAFY: <b>2004</b>	WorkStatementforYear4 FFYGrant: <b>2005</b> PHAFY: <b>2005</b>	WorkStatementfor Year5 FFYGrant : <b>2006</b> PHAFY: <b>2006</b>
	Annual Statement				
PHA Wide		\$60,100.00	\$60,100.00	\$225,100.00	\$60,100.00
TN37P014001 Mayberry Court		\$218,544.00	\$0.00	\$0.00	\$38,688.00
TN37P014002 ScalesHeights		\$5,000.00	\$0.00	\$0.00	\$22,781.00
TN37P014003 Mayberry Court		\$1,650.00	\$50,120.00	\$0.00	\$11,465.00
TN37P014004 Scales Heights		\$4,000.00	\$0.00	\$0.00	\$12,184.00
TN37P014005 Elmwood Terrace		\$7,260.00	\$0.00	\$150,360.00	\$56,763.00
TN37P014006 Madden Homes		\$6,600.00	\$50,120.00	\$0.00	\$64,826.00
TN37P014010 Mayberry Court		\$0.00	\$100,240.00	\$0.00	\$29,251.00
TN37P014011 Mayberry Courts, Madden, Elmwood Terrace, Womack		\$104,000.00	\$85,204.00	\$0.00	\$72,381.00
TN37P014012 Scott Homes (Petersburg)		\$3,300.00	\$50,120.00	\$0.00	\$18,756.00
CFPFundsListedfor5 -year planning		\$410,454.00	\$395,904.00	\$375,460.00	\$387,195.00
ReplacementHousing FactorFunds					

**AttachmentH**

**CapitalFundProgramFive -YearActionPlan**

**PartII:SupportingPages —WorkActivities**

Activitiesfor Year1	ActivitiesforYear: <u>2</u> FFYGrant: <b>2003</b> PHAFY: <b>2003</b>			ActivitiesforYear: <u>3</u> FFYGrant: <b>2004</b> PHAFY: <b>2004</b>		
	Development Name/Number	MajorWork Categories	EstimatedCost	Development Name/Number	MajorWork Categories	EstimatedCost
<b>See</b>	<b>PHA Wide</b>		\$60,100.00	<i>PHA Wide</i>		\$60,100.00
<b>Annual</b>	TN37P014001 Mayberry Courts	Site Improvements	\$47,600.00	TN37P014003 Mayberry Court	Mechanical	\$50,120.00
<b>Statement</b>		Doors	\$10,560.00	TN37P014006 Madden Homes	Mechanical	\$50,120.00
		Mechanical	\$160,384.00	TN37P014012 Scott Homes (Petersburg)	Mechanical	\$50,120.00
	TN37P014002 Scales Heights	Demolition	\$5,000.00	TN37P014005 Elmwood Terrace	Mechanical	\$150,360.00
	TN37P014003 Mayberry Court	Doors	\$1,650.00			
	TN37P014004 Scales Heights	Demolition	\$4,000.00			
	TN37P014005 Elmwood Terrace	Doors	\$7,260.00			
	TN37P014006 Madden Homes	Doors	\$6,600.00			
	TN37P014011 Mayberry Court, Madden, Elmwood Terrace, Womack	Site Improvements	\$87,500.00			
		Doors	\$16,500.00			
	TN37P014012	Doors	\$3,300.00			
<b>TotalCFPEstimatedCost</b>			<b>\$410,454.00</b>			<b>\$395,904</b>

**AttachmentH**

**CapitalFundProgramFive -YearActionPlan  
PartII:Support ingPages —WorkActivities**

ActivitiesforYear: <u>4</u> FFYGrant: <b>2005</b> PHAFY : <b>2005</b>			ActivitiesforYear: <u>5</u> FFYGrant: <b>2006</b> PHAFY: <b>2006</b>		
Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number	MajorWorkCategories	EstimatedCost
PHA Wide		\$225,100.00	PHA Wide		\$60,100
TN37P014011 Mayberry Madden		\$150,2360.00	TN37P014001 Mayberry Court	Site Improvements	\$7,230
				Bathroom Renovations	\$608
				Building Exterior	\$608
				Carpentry	\$1,650
				Doors	\$775
				Electrical	\$1,408
				Finishes	\$11,710
				Handicap Accessibility	\$1,375
				Kitchen Renovations	\$1,504
				Mechanical	\$7,712
				Windows	\$2,368
				Dwelling Equipment	\$1,740
			TN37P014002 Scales Heights	Site Improvements	\$386
				Bathroom Renovations	\$2,070
				Building Exterior	\$570
				Carpentry	\$1,080
				Doors	\$650
				Electrical	\$1,650
				Finishes	\$10,319
				Kitchen Renovations	\$990
				Mechanical	\$1,230
				Windows	\$2,096
				Dwelling Equipment	\$1,740
			TN37P014003 Mayberry Court	Site Improvements	\$1,100
				Bathroom Renovations	\$690
				Building Exterior	\$1,020
				Carpentry	\$360
				Doors	\$560

**AttachmentH**

**CapitalFundProgramFive -YearActionPlan**

**PartII:Support ingPages —WorkActivities**

ActivitiesforYear: <u>4</u> FFYGrant: <b>2005</b> PHAFY : <b>2005</b>			ActivitiesforYear: <u>5</u> FFYGrant: <b>2006</b> PHAFY: <b>2006</b>		
Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number	MajorWorkCategories	EstimatedCost
				Electrical	\$830
				Finishes	\$3,412
				Handicap Accessibility	\$1,375
				Kitchen Renovations	\$410
				Mechanical	\$440
				Windows	\$688
				Dwelling Equipment	\$580
			TN37P014004	Site Improvements	\$1,100
			Scales Heights	Bathroom Renovations	\$690
				Building Exterior	\$410
				Carpentry	\$550
				Doors	\$820
				Electrical	\$550
				Finishes	\$3,624
				Kitchen Renovations	\$470
				Mechanical	\$410
				Windows	\$1,260
				Dwelling Equipment	\$2,300
			TN37P014005	Site Improvements	\$1,100
			Elmwood Terrace	Bathroom Renovations	\$616
				Building Exterior	\$1,000
				Carpentry	\$1,500
				Doors	\$2,500
				Electrical	\$1,936
				Finishes	\$15,571
				Kitchen Renovations	\$616
				Mechanical	\$27,852
				Windows	\$3,152
				Dwelling Equipment	\$920
			TN37P014006	Site Improvements	\$386
			Madden Homes	Bathroom Renovations	\$760

**AttachmentH**

**CapitalFundProgramFive -YearActionPlan**

**PartII:Support ingPages —WorkActivities**

ActivitiesforYear: <u>4</u> FFYGrant: <b>2005</b> PHAFY : <b>2005</b>			ActivitiesforYear: <u>5</u> FFYGrant: <b>2006</b> PHAFY: <b>2006</b>		
Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number	MajorWorkCategories	EstimatedCost
				Building Exterior	\$600
				Carpentry	\$1,500
				Doors	\$2,250
				Electrical	\$1,320
				Finishes	\$13,519
				Insulation	\$11,000
				Kitchen Renovations	\$4,499
				Mechanical	\$25,320
				Windows	\$2,752
				Dwelling Equipment	\$920
			TN37P014010 Mayberry Courts	Site Improvements	\$386
				Bathroom Renovations	\$913
				Building Exterior	\$1,800
				Carpentry	\$501
				Doors	\$1,600
				Electrical	\$1,056
				Finishes	\$750
				Handicap Accessibility	\$1,375
				Insulation	\$828
				Kitchen Renovations	\$1,032
				Mechanical	\$13,100
				Windows	\$4,000
				Dwelling Equipment	\$920
				Non-Dwelling Structures	\$990
			TN37P014011 Mayberry Courts, Madden, Elmwood Terrace, Womack	Site Improvements	\$330
				Bathroom Renovations	\$1,900
				Building Exterior	\$1,400
				Carpentry	\$3,600
				Doors	\$1,875
				Electrical	\$4,400
				Finishes	\$33,637

**AttachmentH**

**CapitalFundProgramFive -YearActionPlan**

**PartII:Support ingPages —WorkActivities**

ActivitiesforYear: <u>4</u> FFYGrant: <b>2005</b> PHAFY : <b>2005</b>			ActivitiesforYear: <u>5</u> FFYGrant: <b>2006</b> PHAFY: <b>2006</b>		
Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number	MajorWorkCategories	EstimatedCost
				Handicap Accessibility	\$2,200
				Insulation	\$2,139
				Kitchen Renovations	\$3,300
				Mechanical	\$4,100
				Windows	\$11,200
				Dwelling Equipment	\$2,300
			TN37P014012	Site Improvements	\$1,200
			Scott Homes (Petersburg)	Bathroom Renovations	\$2,760
				Building Exterior	\$820
				Carpentry	\$720
				Doors	\$200
				Electrical	\$1,660
				Finishes	\$6,076
				Handicap Accessibility	\$1,100
				Insulation	\$690
				Kitchen Renovations	\$940
				Mechanical	\$560
				Windows	\$1,200
				Dwelling Equipment	\$500
				Non-Dwelling Structures	\$330
<b>TotalCFPEstimatedCost</b>		<b>\$375,460.00</b>			<b>\$87,195</b>

## Attachment H

### Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

#### Part I: Summary

<b>PHAName:</b> <b>The Fayetteville Housing Authority</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>TN43P01450101</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>FY 2001</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/03 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non-CFP Funds	\$0.00				
2	1406 Operations	\$123,300.00	\$123,300.00	\$123,300.00	\$123,300.00	
3	1408 Management Improvements	\$32,000.00	\$32,000.00	\$32,000.00	\$32,000.00	
4	1410 Administration	\$100.00	\$100.00	\$100.00	\$100.00	
5	1411 Audit	\$0.00	\$0.00			
6	1415 Liquidated Damages	\$0.00	\$0.00			
7	1430 Fees and Costs	\$7,000.00	\$7,500.00	\$7,500.00	\$7,500.00	
8	1440 Site Acquisition	\$0.00	\$0.00			
9	1450 Site Improvement	\$0.00	\$0.00			
10	1460 Dwelling Structures	\$448,847.00	\$447,841.00	\$446,847.00	\$383,932.00	
11	1465.1 Dwelling Equipment — Nonexpendable	\$0.00	\$0.00			
12	1470 Nondwelling Structures	\$2,132.00	\$2,132.00	\$2,132.00	\$2,132.00	
13	1475 Nondwelling Equipment	\$0.00	\$0.00			
14	1485 Demolition	\$0.00	\$0.00			
15	1490 Replacement Reserve	\$0.00	\$0.00			
16	1492 Moving to Work Demonstration	\$0.00	\$0.00			
17	1495.1 Relocation Costs	\$3,200.00	\$3,706.00	\$3,706.00	\$3,706.00	
18	1499 Development Activities	\$0.00	\$0.00			
19	1501 Collateralization or Debt Service	\$0.00	\$0.00			
20	1502 Contingency	\$0.00	\$0.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$616,579.00	\$616,579.00	\$615,585.00	\$552,670.00	
22	Amount of line 21 Related to LBP Activities	\$21,100.00	\$24,168.00			
23	Amount of line 21 Related to Section 504 compliance	\$0.00	\$0.00			
24	Amount of line 21 Related to Security – Soft Costs	\$0.00	\$0.00			
25	Amount of Line 21 Related to Security – Hard Costs	\$6,358.00	\$0.00			
26	Amount of line 21 Related to Energy Conservation Measures	\$0.00	\$0.00			

## Attachment H

### Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: <b>The Fayetteville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>TN43P01450101</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>FY 2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Transfer funds to PHA operating Budget	1406	1	\$123,300.00	\$123,300.00	\$123,300.00	\$123,300.00	
PHA Wide	PHA staff salaries – Resident Coordinator	1408	1	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	
PHA Wide	Provide security patrols	1408	1	\$0.00	\$0.00			
PHA Wide	Provide training for maintenance staff	1408	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	
PHA Wide	Legal and advertising	1410	1	\$100.00	\$100.00	\$100.00	\$100.00	
PHA Wide	Travel	1410	1	\$0.00	\$0.00			
PHA Wide	Agency Plan update (2002)	1430	1	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	
PHA Wide	A/E design services	1430	1	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	
PHA Wide	A/E inspection services	1430	1	\$0.00	\$0.00			
PHA Wide	Lead based paint abatement monitoring and post abatement certification testing	1430	4	\$0.00	\$0.00			
PHA Wide	Pay for required building permit fees landfill charges, etc.	1430	4	\$0.00	\$0.00			
PHA Wide	Force Account Labor for modernization activities	1460	1	\$100,000.00	\$100,000.00	\$100,000.00	\$75,305.00	
PHA Wide	Cost for relocation of residents for comprehensive modernization	1495	8	\$3,200.00	\$3,706.00	\$3,706.00	\$3,706.00	
PHA Wide	Contingencies	1502	1	\$0.00	\$0.00			
TN14-005	Remove existing and install new asphalt shingle roof shingles and felt	1460	482	\$76,438.00	\$76,438.00	\$76,438.00	\$76,438.00	
TN14-005	Replace damaged sheathing	1460	2400	\$2,432.00	\$2,432.00	\$2,432.00	\$2,432.00	
TN14-005	Replace damaged aluminum gable vents	1460	44	\$4,400.00	\$4,400.00	\$4,400.00	\$4,400.00	
TN14-005	Replace flashing at plumbing vent penetrations	1460	132	\$0.00	\$0.00			
TN14-005	Replace flue caps at gas vent penetrations	1460	88	\$0.00	\$0.00			
TN14-005	Replace vent caps for exhaust fans	1460	44	\$0.00	\$0.00			
TN14-005	Install new roof shingles	1470	8	\$2,132.00	\$2,132.00	\$2,132.00	\$2,132.00	

## Attachment H

### Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHAName: <b>The Fayetteville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>TN43P01450101</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>FY 2001</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN14-010	Install new bath accessories include towel bars, paper holder, toothbrush holder and tumbler	1460	11	\$759.00	\$0.00	\$0.00		
TN14-010	Replace medicine cabinet	1460	11	\$913.00	\$105.00	\$105.00	\$105.00	
TN14-010	Replace all bathtubs	1460	11	\$6,050.00	\$3,904.00	\$3,904.00	\$3,904.00	
TN14-010	Install GFI protected outlet in bathroom	1460	11	\$308.00	\$0.00			
TN14-010	Install new ceramic tile base molding at bathroom floors	1460	11	\$1,518.00	\$3,000.00	\$3,000.00	\$3,000.00	
TN14-010	Install new ceramic tile in bathroom floor	1460	276	\$5,000.00	\$8,887.00	\$8,887.00	\$8,887.00	
TN14-010	Install new lavatory and vanity	1460	11	\$1,518.00	\$926.00	\$926.00	\$926.00	
TN14-010	Install new lavatory drain lines to tee in wall	1460	11	\$451.00	\$397.00	\$397.00	\$397.00	
TN14-010	Install new lavatory faucet	1460	11	\$759.00	\$150.00	\$150.00	\$150.00	
TN14-010	Install new lavatory supplies and stops	1460	11	\$209.00	\$4.00	\$4.00	\$4.00	
TN14-010	Install new tub valves And showerheads	1460	11	\$1,518.00	\$220.	\$220.00	\$220.00	
TN14-010	Replace water closet and seat with water saving type	1460	11	\$1,210.00	\$1,297.00	\$1,297.00	\$1,297.00	
TN14-010	Replace water closet flange	1460	11	\$154.00	\$11.00	\$11.00	\$11.00	
TN14-010	Remove existing and install new cementitious backer board and ceramic tile at tub	1460	11	\$2,728.00	\$50.00	\$50.00	\$50.00	
TN14-010	Install conduit for cable TV at central location (2 each)	1460	11	\$913.00	\$19.00	\$19.00	\$19.00	
TN14-010	Install new wiring and outlet for cable television (2 ea)	1460	11	\$913.00	\$161.00	\$161.00	\$161.00	
TN14-010	Replace rotten fascia boards	1460	828	\$1,656.00	\$0.00			
TN14-010	Replace all front porch wrought iron and square steel porch columns	1460	22	\$6,600.00	\$1,712.00	\$1,712.00	\$1,712.00	
TN14-010	Add handrails at steps with three or more risers	1460	8	\$280.00	\$358.00	\$358.00	\$358.00	
TN14-010	Replace broken handrails and porch railing	1460	33	\$1,155.00	\$0.00			

## Attachment H

### Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: <b>The Fayetteville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>TN43P01450101</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>FY 2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN14-010	Install tamper – proof hose bibs at all units	1460	11	\$154.00	\$15.00	\$15.00	\$15.00	
TN14-010	Paint exterior handrails	1460	69	\$414.00	\$0.00			
TN14-010	Paint metal porch columns	1460	22	\$616.00	\$0.00			
TN14-010	Fill cracks in concrete porch slabs at front and rear of unit expansion joint sealer	1460	11	\$913.00	\$30.00	\$30.00	\$30.00	
TN14-010	Cover all fascia with aluminum	1460	897	\$3,588.00	\$15,650.00	\$15,650.00	\$15,650.00	
TN14-010	Cover porch ceilings with aluminum	1460	673	\$2,692.00	\$0.00			
TN14-010	Remove existing and install new perforated vinyl soffit	1460	949	\$3,796.00	\$0.00			
TN14-010	Remove existing porch ceiling and replace with vinyl	1460	833	\$4,165.00	\$0.00			
TN14-010	Install heavy duty dryer vent and stainless steel covers on building exterior	1460	11	\$308.00	\$16.00	\$16.00	\$16.00	
TN14-010	Remove existing and install new drywall/plaster ceiling	1460	227	\$681.00	\$4,008.00	\$4,008.00	\$4,008.00	
TN14-010	Remove existing and install new chair rail	1460	11	\$2,200.00	\$0.00			
TN14-010	Install draft stopping in all attics	1460	6	\$1,980.00	\$237.00	\$237.00	\$237.00	
TN14-010	Install interchangeable core deadbolt and passage set on exterior doors	1460	22	\$902.00	\$309.00	\$309.00	\$309.00	
TN14-010	Install new insulated steel entrance doors and frames (3'-0"x7'-0")	1460	22	\$5,456.00	\$5,648.00	\$5,648.00	\$5,648.00	
TN14-010	Remove existing windows as lead based paint	1460	11	\$1,100.00	\$0.00			
TN14-010	Install new interior doors and hardware	1460	11	\$5,000.00	\$3,681.00	\$3,681.00	\$3,681.00	
TN14-010	Install new interior doors, frames and hardware	1460	11	\$1,056.00	\$1,917.00	\$1,917.00	\$1,917.00	
TN14-010	Replace closet bi-pass doors with flush doors. Build header to obtain 6'-8" height	1460	23	\$3,795.00	\$1,605.00	\$1,605.00	\$1,605.00	
TN14-010	Replace hardware on selected interior doors	1460	11	\$275.00	\$264.00	\$264.00	\$264.00	

## Attachment H

### Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: <b>The Fayetteville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>TN43P01450101</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>FY 2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN14-010	Remove existing and install new heavy duty security screen doors	1460	22	\$3,630.00	\$2,018.00	\$2,018.00	\$2,018.00	
TN14-010	Install new dryer vents in all units	1460	11	\$913.00	\$8.00	\$8.00	\$8.00	
TN14-010	Rewire entire dwelling unit including panel, branch, circuits, switches, outlets, fixture and service	1460	11	\$20,250.00	\$10,303.00	\$10,303.00	\$10,303.00	
TN14-010	Install new rubber base molding in all units	1460	3767	\$3,767.00	\$321.00	\$321.00	\$321.00	
TN14-010	Remove existing and install new vinyl composition floor tile	1460	8280	\$8,280.00	\$2,081.00	\$2,081.00	\$2,081.00	
TN14-010	Remove existing asbestos tile and install new vinyl composition floor tile	1460	2760	\$5,517.00	\$0.00			
TN14-010	Scrape patch and paint all walls and ceilings	1460	11	\$1,210.00	\$1,702.00	\$1,702.00	\$1,702.00	
TN14-010	Install new backsplash at range	1460	11	\$517.00	\$36.00	\$36.00	\$36.00	
TN14-010	Install new ducted range hood	1460	11	\$1,419.00	\$319.00	\$319.00	\$319.00	
TN14-010	Replace base cabinets	1460	92	\$12,000.00	\$19,181.00	\$19,181.00	\$19,181.00	
TN14-010	Replace countertops	1460	142	\$0.00	\$0.00			
TN14-010	Replace wall cabinets	1460	142	\$0.00	\$86.00	\$86.00	\$86.00	
TN14-010	Install new kitchen drain lines to tee in wall	1460	11	\$451.00	\$100.00	\$100.00	\$100.00	
TN14-010	Install new kitchen sink faucet	1460	11	\$913.00	\$284.00	\$284.00	\$284.00	
TN14-010	Install new kitchen sink stops and supply lines	1460	11	\$209.00	\$661.00	\$661.00	\$661.00	
TN14-010	Install new double bowl kitchen sink	1460	11	\$1,210.00	\$226.00	\$226.00	\$226.00	
TN14-010	Replace washing machine box, supplies and drain line to stack	1460	11	\$913.00	\$175.00	\$175.00	\$175.00	
TN14-010	Construct mechanical closet for water heaters	1460	11	\$1,518.00	\$621.00	\$621.00	\$621.00	
TN14-010	Install new door with hardware at mechanical closet	1460	11	\$1,056.00	\$611.00	\$611.00	\$611.00	
TN14-010	Remove existing gas heaters	1460	11	\$3,025.00	\$0.00			

## Attachment H

### Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: <b>The Fayetteville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: <b>TN43P01450101</b> Replacement Housing Factor Grant No:				Federal FY of Grant: <b>FY 2001</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN14-010	Replace interior drain piping in chase wall	1460	11	\$1,518.00	\$62.00	\$62.00	\$62.00	
TN14-010	Replace interior gas piping throughout unit	1460	11	\$3,025.00	\$1,094.00	\$1,094.00	\$1,094.00	
TN14-010	Install new drain pan for water heater and pipe to exterior	1460	11	\$605.00	\$336.00	\$336.00	\$336.00	
TN14-010	Install new PT valve on water heater and pipe to exterior	1460	11	\$605.00	\$0.00			
TN14-010	Relocate water heater to new closet	1460	11	\$913.00	\$493.00	\$493.00	\$493.00	
TN14-010	Replace existing gas water heater with new gas water heater	1460	11	\$2,123.00	\$1,566.00	\$1,566.00	\$1,566.00	
TN14-010	Install new central heating/cooling system in all units including insulated ductwork to all rooms	1460	11	\$42,420.00	\$43,890.00	\$43,890.00	\$43,890.00	
TN14-010	Install combustion air ducts for new has water heaters	1460	11	\$1,375.00	\$0.00			
TN14-010	Replace existing gas vent for water with new gas vent, roof penetration and roof cap	1460	11	\$451.00	\$389.00	\$389.00	\$389.00	
TN14-010	Add security screen to windows	1460	88	\$0.00	\$0.00			
TN14-010	Install new window shade and curtain rod brackets	1460	88	\$704.00	\$375.00	\$375.00	\$375.00	
TN14-010	Install new windows with new insulated windows	1460	88	\$16,984.00	\$10,728.00	\$10,728.00	\$10,728.00	
TN14-010	Remove existing windows as lead based paint abatement	1460	88	\$0.00	\$0.00			
TN14-010	Install new gas range	1465	11	\$0.00	\$0.00			
TN14-010	Replace refrigerators	1465	11	\$0.00	\$0.00			
TN14-010	Lead Paint Abatement	1460		\$20,000.00	\$24,193.00	\$24,193.00	\$24,193.00	
TN14-010	Relocate Interior Walls	1460		\$2,000.00	\$9,327.00	\$9,327.00	\$9,327.00	
TN14-010	Disposal	1460		\$1,000.00	\$2,149.00	\$2,149.00	\$2,149.00	

**AttachmentH**

**AnnualStatement/PerformanceandEvaluationReport**

**CapitalFundProgramandCapitalFund ProgramReplacementHousingFactor(CFP/CFPRHF)**

**PartII:SupportingPages**

PHAName: <b>The Fayetteville Housing Authority</b>		GrantTypeandNumber CapitalFundProgramGrantNo: <b>TN43P01450101</b> ReplacementHousingFactorGrantNo:				FederalFYofGrant: <b>FY 2001</b>		
Development Number Name/HA-WideActivities	GeneralDescriptionofMajorWork Categories	Dev. AcctNo.	Quantity	TotalEstimatedCost		TotalActualCost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN14-010	Miscellaneous	1460		\$2,000.00	\$47,168.00	\$47,168.00	\$8,948.00	
TN14-010	Appliances	1460		\$3,000.00	\$4,558.00	\$4,558.00	\$4,558.00	
TN14-010	Roofing	1460		\$23,353.00	\$23,353.00	\$23,353.00	\$23,353.00	
TN14-010	Replace Ceilings	1460		\$1,000.00	\$387.00	\$387.00	\$387.00	
TN14-011	Install Central H & A	1460		\$2,000.00	\$0.00			
TN14011	Replace Windows	1460		\$0.00	\$994.00			
TN01410	Replace Flashing at Plumbing Vent	1460		\$0.00	\$195.00	\$195.00	\$195.00	

**AttachmentH**

**AnnualStatement/PerformanceandEvaluationReport**

**CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)**

**PartIII:ImplementationSchedule**

PHAName: <b>The Fayetteville Housing Authority</b>		GrantTypeandNumber CapitalFundProgramNo: <b>TN43P01450101</b> ReplacementHousingFactorNo:					FederalFYofGrant: <b>FY 2001</b>	
DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates	
	Original	Revised	Actual	Original	Revised	Actual		
Mayberry Courts TN14-010	09/30/03		03/31/02	09/30/05				
Resident Coordinator	09/30/03		03/31/02	09/30/05		03/31/03		
Resident Security	09/30/03	deleted		09/30/05	deleted		PHDEP	
Staff training	09/30/03		03/31/02	09/30/05		03/31/03		
Elmwood Terrace TN14-005		09/30/03	03/31/02		09/30/05	03/31/03		

## **ATTACHMENT I – Progress in Meeting Goals**

1. We have raised our PHA score from 80.0 (Management Only) in 1999 to 88.7 in 2000. Our score for FY 2001 and current score is 87.0. We continue to work toward improving our operations and management.
2. The last two years we have received high scores on our Resident Satisfaction Surveys (9.1 in 2001 and 9.2 in 2002). We continue to work with our Resident Council to keep them informed of ongoing activities concerns.
3. Renovated 6 dwelling units using our force account crew.
4. Since we are not eligible for Replacement Housing Funds, we did not pursue development of new public housing units in this previous program year.
5. We have been conducting various security measures through ongoing in house funding for the last five years. Activities have included; security officers, fencing and security lighting.

## **ATTACHMENT J – Follow up plan for Resident Service and Satisfaction Survey 2002**

### **Safety**

Safety is an important issue for the Fayetteville Housing Authority. Keeping tenants safe is a high priority. We work with the Fayetteville Police Department to patrol our developments. Officers attend the Resident council Meetings and meeting with the Housing staff once a week. They perform community policing by visiting with residents while they work and thru special events such as housing event6s, youth programs and council meetings. Residents that attend the council meetings can report crimes to officers on confidentiality or to housing staff. A hotline is set up in the Police Substation and residents have the home numbers of the officers in case they want to be anonymous or report a crime that won't be broadcast over scanners. We have lighting in many of our areas and have placed those there with the urging of residents. Residents have also give us suggestions on placing signs in particular areas where there has been high traffic, such as basketball courts and playgrounds. Residents can come and file written complaints at the main office and these complaints are either handled through the Housing Authority or the Police. If we can get more participation from residents then we can better improve safety measures from the feedback that we get from them. We believe that our neighborhoods are safer but we will continue to improve as much as possible.

## ATTACHMENT K – Community Service Requirements

### Introduction

Community Service is defined as the performance of voluntary work or duties that are a public benefit and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community Service is not employment and may not include political activities. Additionally, residents may not perform activities that relate to work, which is ordinarily performed by the Fayetteville Housing Authority employees in order to satisfy this requirement.

The Quality Housing and Work Responsibility Act of 1998 requires that nonexempt residents of public housing perform community service. HUD states that the provision is not intended to be perceived as punitive, but rather considered as rewarding activity that will assist residents in improving their own and their neighbors' economic and social well-being and give residents a greater stake in their communities.

Effective October 1, 2000, in order to be eligible for continued occupancy in public housing, each adult family member must either contribute eight hours per month of community service, or participate in an economic self-sufficiency program. A combination of community service and a self-sufficiency program will suffice to meet this eight-hour requirement. The only exception will be those who meet the exemption requirements which are defined in the body of this policy.

### **Section One - Qualifying Activities**

The following list contains community service and self-sufficiency locations and activities that meet the requirements of this policy. This list is not meant to be all inclusive and other programs may be added, as they are identified. If not included on this list, residents must contact the FHA office to ensure their activity complies with this policy. Qualifying activities are as follows:

- (1) Resident Organizations
- (2) Lincoln County Adult Education
- (3) Youth Activities (sponsored through FHA)
- (4) Fayetteville Recreation Department
- (5) Participation in any approved job training program (JTPA or other Stated Program)
- (6) C.L.E.A.N. Inc.
- (7) Highland Rim Mental Health
- (8) Hannah's House (Women Only)
- (9) South Central Human Resource Agency
- (10) American Red Cross
- (11) Senior Citizens Center
- (12) Motlow State Community College
- (13) Tennessee Agriculture Extension Agency
- (14) Salvation Army
- (15) Participation in Community Action Councils or Committees
- (16) Participation in AA or other substance abuse programs

Residents will be required to bring in verification of eight hours completed for each month in which they do not qualify for an exemption. The administrator of the program in which the service is being performed must sign this verification of hours worked. The Housing Authority will maintain a time sheet on each Resident that is required to do community service, and will track the hours completed. Residents may complete more than eight hours in one month toward the total of 96 hours per year, therefore completing the requirement earlier than the twelve months allowed. FHA will review family compliance on a continuous basis, and will verify such compliance annually; at least thirty days before the end of the twelve-month lease term.

Any non-exempt Resident who does not complete the required hours in a calendar year, will not be eligible for continued assistance from the Housing Authority, and their lease may be terminated. Residents who have completed their required hours shall have their lease automatically renewed, unless terminated for other good cause. Requirement for exemption are contained in Section Two of this policy.

## Section Two - Exemptions

In order to qualify for an exemption from the Community Service requirement, each adult family member must complete an exemption request, along with proper verification, and return this request to the FHA office. FHA will approve or deny the request for exemption within 30 days from receipt of a request that includes the required documentation. A family member may request exempt status at any time. All new residents are exempt for the partial month when they first move in, after which an exemption must be requested if one is desired.

Exempt individuals are those who meet one or more of the following criteria, and can provide verification:

- (1) Is 62 years of age or older; - **Verification: Birth Certificate**
- (2) Is a blind or disabled individual, as defined under the Social Security Act, and who certifies that because of this disability he or she is unable to comply with the community service requirements; - **Verification: Social Security or SSI Award Letter**
- (3) Can provide documentation from a licensed physician that they have a disabling condition, which would prevent them from completing the community service requirement, specifying the expected length of the disabling condition; **Verification: Letter from Physician**
- (4) Is a family member who is the primary caregiver for someone who is blind or disabled as set forth above; - **Verification: Award letter of affected member**
- (5) Is a family member who is employed, either full or part-time; - **Verification: Check Stubs or Income Verification Form**
- (6) Is a full-time student; (in high school or college with 12 credit hours or more) - **Verification: Enrollment Form**
- (7) Is a Family member who is exempt from work activity under Part A of Title IV of the Social Security Act, unemployment or under any other State welfare program; - **Verification: Letter, Bluebook or Notice from DHS or Unemployment Office**
- (8) Is a family member receiving assistance, benefits or services under a State program funded under Part A of Title IV of the Social Security Act or under any other State welfare program, and who is in compliance with that program; - **Verification: Families First PRP or benefit letter**
- (9) Is a single parent of under school age children, or a parent of under school age children, where the other adult member qualifies for an exemption from the community service requirement. - **Verification: Children birth certificates**

## Section Three - Non-Compliance

FHA shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member who was subject to the community service requirement and failed to comply with the requirement. Any applicant that has failed to meet prior community service requirements, will not be considered for admission until they fulfill their obligation of uncompleted hours. If FHA determines that there is a family member who is required to fulfill the service requirement, but who has violated this family obligation, the resident will be considered to be in non-compliance, and notified of this determination in writing. This notification will contain the following:

- A. A brief description of the non-compliance;
- B. Notification that FHA will not renew the lease at the end of the twelve month lease term unless;
  1. The resident and any other non-compliant family member enter into a written agreement with FHA in order to cure such non-compliance. Non-compliance must be cured in accordance with such agreement by participating in an economic self-sufficiency program for or contributing to community service as many additional hours as the resident needs to comply in the aggregate with such requirement and make themselves current with program requirements; or

2. The family provides written assurance satisfactory to the FHA that the resident or other non-compliant family member no longer resides in the unit.
- C. Notification that the resident may request a grievance hearing on the FHA determination in accordance with FHA grievance procedures. Additionally, that the resident may exercise any available judicial remedy to seek timely redress for FHA's non-renewal of the lease because of such determination.

#### **Section Four - Documentation**

On the following pages are the forms used to document participation in Community Service and/or economic self-sufficiency activities. These forms include 1.) A Resident notification letter; 2.) An exemption request form; 3.) A Master time sheet; and 4.) An individual time sheet.