

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

PHA Plans

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

8-1-2002 ORIGINAL
1-27-2003 REVISION

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

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

**PHA Plan
Agency Identification**

PHA Name: Town of Crossville Housing Authority

PHA Number: TN04201V01

PHA Fiscal Year Beginning: 1/ 2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

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

X The PHA's mission is:
The mission of the Crossville Housing Authority is to serve low-income families within the Authority's jurisdiction. The Crossville Housing Authority will strive to provide safe and sanitary housing that is affordable, and to promote the economic well being of our clients by providing stable housing without discrimination.

B. Goals

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

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

X PHA Goal: Expand the supply of assisted housing

Objectives:

X Apply for additional rental vouchers:

Reduce public housing vacancies:

X Leverage private or other public funds to create additional housing opportunities:

X Acquire or build units or developments

Other (list below)

X PHA Goal: Improve the quality of assisted housing

Objectives:

- X Improve public housing management: (PHAS score) 95
- X Improve voucher management: (SEMAP score) 92
- X Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - X Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

X PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- X Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- X Implement voucher homeownership program:
- X 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

X 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:
- X 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

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

Objectives:

- X Increase the number and percentage of employed persons in assisted families:
- X Provide or attract supportive services to improve assistance recipients' employability:
- X 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

X PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- X 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:
- X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)

Other PHA Goals and Objectives: (list below)

**Annual PHA Plan
PHA Fiscal Year 2003**

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Crossville Housing Authority has completed this Agency Plan in consultation with CHA residents and the local communities. The Plan was discussed with the Residents and the Resident Advisory Board on February 27, 2002, May 1, 2002, May 29, 2002, June 7, 2002 and June 11, 2002. The public was afforded an opportunity to review the plan between July 31, 2002 and September 16, 2002 and to offer comments at a public hearing held on September 16, 2002. The Annual Agency Plan is summarized as follows:

1. Housing Needs

The CHA current waiting list is excessive and the demand for public housing and Section 8 assistance is evident. Our greatest demand is for small bedroom units (1 and 2 bedroom units).

2. Financial Resources

The CHA expects to expend approximately \$ 3,312,368 in the year 2003 for operations, capital improvements and administrative costs.

3. Eligibility, Selection and Admission Policies

The CHA has revised its standard operating policies and Section 8 policies to comply with the requirements of the QHWRA through

regulations published in the Federal Register on March 29, 2000. These policies will be updated as HUD issues further guidance.

4. Rent Determination-Discretionary Policies
Our discretionary rent policies include:
Ceiling rents
\$50.00 minimum rent for Public Housing and Section 8
5. Operations and Management
The CHA has developed a Practice and Procedures Manual, which includes all of our policies relating to public housing and Section 8 administration, management, maintenance, leasing and occupancy. These policies have been revised to comply with the recently mandated requirements of the QHWRA.
6. Grievance Procedure
The CHA has revised its Grievance Procedure to comply with the QHWRA and will continue to make revisions as additional issues are addressed by HUD regulations.
7. Capital Improvements
Our projected funding under the Capital Funds Program is \$ 498, 424. Our focus for the 2003 program year is to install sewer cleanouts, reconfigure floor plans, expand MMC building and perform mechanical renovations at Development TN042-001; replace roofs and do some site improvements at Development TN042-002. Additional improvements include: purchase of ranges and refrigerators, purchase of a maintenance truck and various administration and management improvements.
8. Demolition and/or Disposition
The CHA has no current plans for demolition or disposition.
9. Designation
The CHA plans to maintain the current elderly/disabled designation that applies to a portion of its units. The CHA has no plans to designate additional units in the future.
10. Conversion of Public Housing

The CHA has no current plans to designate any developments or buildings to tenant-based assistance.

11. Homeownership

The CHA currently has a Section 5(h) Homeownership Program to provide the working low and moderate-income public housing families the opportunity to purchase their own homes. The CHA has in place a Section 8 Homeownership program that was adopted July 13, 2001.

12. Self-Sufficiency Programs

The CHA offers and provides a variety of services to their residents. These services include educational programs such as GED classes, learning works, stay-in-school program and TNT program as well as daycare services and homeownership opportunities. The CHA also administers a Family Self-Sufficiency Program. This program combines housing assistance with career planning, training and support services to help families toward their own goal of self-sufficiency. Services offered through the FSS program include career exploration, small business training and development, life skills training and budget and money management counseling.

13. Safety and Crime Prevention

The CHA has addressed and will continue to address the problems with security and crime in their developments as well as the surrounding neighborhoods. The CHA will work in cooperation with the police department, residents and private security services to address safety and crime. In addition to the current anti-crime and security activities the CHA has a strict applicant screening and partnerships with law enforcement agencies. The CHA has identified additional goals and objectives to further combat criminal activities. These goals and objectives include applying for and receiving ROSS Grant funds, improving security patrols and surveillance in the developments.

14. Ownership of Pets

The CHA has a policy related to tenant-owned pets. This policy permits all CHA residents to own pets subject to compliance with specific requirements of our pet lease.

15. Civil Rights Certification

We have included the required certification regarding Fair Housing and Civil Rights in this plan.

16. Annual Audit

Our most recent annual audit for fiscal year 2000 is on file at our local HUD office in Knoxville, Tennessee and is available for review in our main office during normal business hours.

17. Asset Management

It is the goal of the CHA to manage our assets (physical properties, financial resources and manpower) as efficiently as possible to meet the intent of our Mission Statement.

18. Other Information

1. Resident Advisory Board Recommendation
2. Description of election process for residents on the PHA Board.
3. Statement of Consistency with the consolidated plan.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	4
ii. Table of Contents	8
1. Housing Needs	12
2. Financial Resources	18
3. Policies on Eligibility, Selection and Admissions	19
4. Rent Determination Policies	27
5. Operations and Management Policies	32
6. Grievance Procedures	33
7. Capital Improvement Needs	34
8. Demolition and Disposition	36
9. Designation of Housing	37
10. Conversions of Public Housing	38
11. Homeownership	39
12. Crime and Safety	43
13. Pets (Inactive for January 1 PHAs)	45
14. Civil Rights Certifications (included with PHA Plan Certifications)	45
15. Audit	45
16. Asset Management	46
17. Other Information	48

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration (Attachment A)
- FY 2003 Capital Fund Program Annual Statement (See Table Library)
- 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 (**Attachment B**)
- FY 2003 Capital Fund Program PHA 5-Year Action Plan
Part I Summary TN37PO4250103 Part II: Supporting Table & Part III:
Implementation Schedule (**See PHA PLAN Optional Table Library**)

X Capital Fund Program Tables (Performance & Evaluation Report TN37P04250101)
(See Capital Fund Program Tables Pages 1-5)

X Capital Fund Program Tables (Performance & Evaluation Report TN37P04250102)
(See Capital Fund Program Tables Pages 7 -11)

X Comments from Resident Meetings **(See Attachment D)**

X Comments of Resident Advisory Board or Boards **(See Attachment D)**

X Other (List below, providing each attachment name)

X **Attachment F:** “Pet Policy”

X **Attachment G:** “Statement of Progress in Meeting the 5-Year Plan Mission and Goals’

X **Attachment H:** “Resident Membership of the PHA Governing Board”

X **Attachment I:** “Membership of the Resident Advisory Board”

X **Attachment J:** “Resident Survey Action Plan”

X **Attachment K:** “Voluntary Conversion of Public Housing Developments Required Initial Assessment

X **Attachment L:** “Section 8 Homeownership Program Capacity Statement”

X Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Attachment D)

Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Y	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Y	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Y	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
	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
Y	Most recent board-approved operating budget for the public	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	housing program	Financial Resources;
Y	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
Y	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Y	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
Y	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
Y	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Y	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Y	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
Y	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Y	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Y	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Y	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
Y	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
Y	Policies governing any Section 8 Homeownership program X check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Y	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Self-Sufficiency
Y	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Self-Sufficiency
Y	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Self-Sufficiency
Y	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant.	Annual Plan: Safety and Crime Prevention
Y	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	4	5	5	3	1	N/A	N/A
Income >30% but <=50% of AMI	3	4	5	3	1	N/A	N/A
Income >50% but <80% of AMI	2	2	2	2	1	N/A	N/A
Elderly	2	4	4	4	1	N/A	N/A
Families with Disabilities	3	N/A	N/A	4	1	N/A	N/A
Race/Ethnicity	2	N/A	N/A	4	1	N/A	N/A
Race/Ethnicity	2	N/A	N/A	4	1	N/A	N/A
Race/Ethnicity	2	N/A	N/A	4	1	N/A	N/A
Race/Ethnicity	2	N/A	N/A	4	1	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: 1998
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	206		105
Extremely low income <=30% AMI	194	95%	
Very low income (>30% but <=50% AMI)	12	5%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	132	64%	
Elderly families	8	4%	
Families with Disabilities	32	16%	
Race/ethnicity	206	100%	
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	N/A
2 BR	N/A	N/A	N/A
3 BR	N/A	N/A	N/A

Housing Needs of Families on the Waiting List			
4 BR	N/A	N/A	N/A
5 BR	N/A	N/A	N/A
5+ BR	N/A	N/A	N/A
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
Section 8 tenant-based assistance			
X 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	51		131
Extremely low income <=30% AMI	44	87%	
Very low income (>30% but <=50% AMI)	6	12%	
Low income (>50% but <80% AMI)	1	1%	
Families with children	15	30%	
Elderly families	5	10%	
Families with Disabilities	8	16%	
Race/ethnicity	51	100%	
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing)			

Housing Needs of Families on the Waiting List			
Only)			
1BR	27	53%	
2 BR	15	30%	
3 BR	8	16%	
4 BR	1	1%	
5 BR	1	1%	
5+ BR	0	0%	
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

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

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- X 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:

- X Funding constraints
- X 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
- X Results of consultation with residents and the Resident Advisory Board
- X Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	503,173	
b) Public Housing Capital Fund	498,424	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,068,620	
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)	0	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Funds 2001	524,588	
Capital Funds 2002	498,424	
Ross Grant 1999	33,737	
Home Grant	317,100	
3. Public Housing Dwelling Rental Income	715,680	
4. Other income (list below)		
Interest, Excess Utilities, Penalties	73,900	
4. Non-federal sources (list below)		
Total resources	\$4,233,646.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

When families are within a certain number of being offered a unit: (state number)

When families are within a certain time of being offered a unit: (state time)

X Other: At time of application

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

X Criminal or Drug-related activity

X Rental history

X Housekeeping

- X Other (describe) CREDIT REFERENCES, PERSONAL REFERENCES
- c. X Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes X No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. X Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

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

- One
 Two
X Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- X Emergencies
 Overhoused
X Underhoused
X Medical justification
X Administrative reasons determined by the PHA (e.g., to permit modernization work)
X Resident choice: If no applicants are on priority waiting list.
 Other: (list below)

c. Preferences

1. X 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:

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

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 1 Substandard housing
Homelessness
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 the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers

- X Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Occupancy

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

- X The PHA-resident lease
- X The PHA’s Admissions and (Continued) Occupancy policy
- X PHA briefing seminars or written materials
- X Other source: Tenant Handbook

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

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

(6) Deconcentration and Income Mixing

Component 3, (6) Deconcentration and Income Mixing

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

If yes, list these developments as follows:

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

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All Developments are under 30% of median income so therefore income targeting is irrelevant.

B. Section 8

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

(1) Eligibility

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

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

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

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

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

- Criminal or drug-related activity
- Other: If requested: The information in Crossville Housing Authorities files relate to suitability.

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based certificate program
 - Other federal or local program (list below)

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

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

If requested by client for personal family reasons or market conditions, or if elderly, any reason.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
 Veterans and veterans' families
 Residents who live and/or work in your jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- X Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

1 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 1 Substandard housing
- Homelessness
- 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
- Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

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

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

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

6. Relationship of preferences to income targeting requirements: (select one)
- The PHA applies preferences within income tiers
- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- X The Section 8 Administrative Plan
- X Briefing sessions and written materials
- Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- Through published notices
- X Other (list below)

Through government and non-profit organizations.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

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

---or---

- X 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
- X \$26-\$50

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

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

The CHA uses HUD's minimum rent hardship exemptions, which are as follows:

1. The family has lost eligibility or is awaiting an eligibility determination for a Federal, State or Local assistance program;
2. The family would be evicted as a result of the imposition of the minimum rent requirement;
3. The income of the family has decreased because of changed circumstance, including loss of employment;
4. A death in the family has occurred, and;
5. Other circumstances determined by the CHA or HUD.

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

1. X 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:

The Crossville Housing Authority uses ceiling rents and flat rents as identified in other sections of this component.

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

For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses

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

Deduction for child support

e. Ceiling rents

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

- X 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)

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase

- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$100 per month increase
- Other (list below)

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other: The Crossville Housing Authority has adopted ceiling rents as flat rents for this plan year.

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

- c. If the payment standard is higher than FMR, why has the PHA chosen this level?
(select all that apply)
- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - Reflects market or submarket
 - To increase housing options for families
 - Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)
- Annually
 - Other (list below)
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
- Success rates of assisted families
 - Rent burdens of assisted families
 - Other (list below)

(2) Minimum Rent

- a. What amount best reflects the PHA's minimum rent? (select one)
- \$0
 - \$1-\$25
 - \$26-\$50
- b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

The CHA uses HUD's required minimum rent hardship exemptions, which are as follows:

6. The family has lost eligibility or is awaiting an eligibility determination for a Federal, State or Local assistance program;
7. The family would be evicted as a result of the imposition of the minimum rent requirement;
8. The income of the family has decreased because of changed circumstances, including loss of employment;
9. A death in the family has occurred; and
10. Other circumstances determined by the CHA or HUD.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	333	134
Section 8 Vouchers	243	187
Section 8 Certificates	0	N/A
Section 8 Mod Rehab	0	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	Unification 50 Mainstream 12	N/A
Public Housing Drug Elimination Program (PHDEP)	333	N/A
HOMES	50	N/A
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: (list below)

Check cashing policy, capitalization, Maintenance uniform policy, Check signing policy, Disposition policy, Drug Free policy, Grievance Procedure, General depository, Insurance register, Personnel policy, Pet policy, Petty cash, Procurement policy, Rent

collection policy, Employee retirement plan, Sexual harassment policy, Travel policy, Admissions and Continued Occupancy Policy, Deconcentration, Community Service.

(2) Section 8 Management: (list below)

Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment SEE TABLE LIBRARY

-or-

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

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

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

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

If yes, list development name/s below:

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

If yes, list developments or activities below:

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" 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: (01/08/1999)
5. Number of units affected: 54 6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

Yes X 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)

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

b. PHA-established eligibility criteria

Yes X 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 Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 05/26/1997

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

		criteria/other)		
Teens Need Training	7	First Come	Main Office	Both
Learning Works	30	First Come	Main Office	Both
Gateway Educational Center	90	First Come	Gateway	Both
Stars for Computers	5	Random	Main Office	Both
Neighborhood Watch	15	Random	MainOffice	Both
Young Marines	20	Random	Main Office	Both
Girl Power	10	Random	Main Office	Both
Meals on Wheels	20	Random	Main Office	Public
Senior Companion	20	Random	Main Office	Public
Summer Youth Program	30	Random	Main Office	Both
Tae Kwon Do	8	Random	Main Office	Both
Senior Day Out	12	Random	Main Office	Both
Weight Training	10	Random	Main Office	Both
Community Sports	7	Random	Main Office	Both
Summer Reading Program	8	Random	Main Office	Both
Spanish Class	8	Random	Main Office	Both

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 12/31/01)
Public Housing	25	31
Section 8	25	35

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

C. Welfare Benefit Reductions

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

All Crossville Housing Authority developments.

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

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

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

2. Which developments are most affected?

All Crossville Housing Authority developments.

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
- X 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
- X 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?

All Crossville Housing Authority developments.

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes X No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes X No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes X No: This PHDEP Plan is an Attachment. (Attachment Filename:)

14. RESERVED FOR PET POLICY (See Attachment F)

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name) attachment D
 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:

Some residents had comments concerning the way the Goodwin Court Development remodeling was being done. The floor plan was being changed and some residents liked the change and some did not. CHA did a resident survey to residents who had the change in the floor plan and to others who would have a change. The majority of the residents liked the change. CHA also formed a floor plan committee to discuss current and future changes to the floor plan. Any future changes to the floor plan would be determined by the majority rule of the residents

- Other: (list below)

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

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

3. Description of Resident Election Process N/A

- 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: State of Tennessee Housing Development Agency.
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)

X 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.

X 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:

Crossville Housing Authority's PHA Plan corresponds with many of the points in the State of Tennessee's Consolidated plan written under the auspices of the Tennessee Housing Development Agency (THDA).

One of the key points in Tennessee's consolidated plan is to increase the amount of affordable housing and to preserve the existing affordable housing. CHA's plan also calls for the expansion and improvement of affordable housing. CHA continues to work to keep its housing inventory well maintained and modernized on a regular basis. Another main aspect of the Tennessee Consolidated plan is to promote the general enhancement of the quality of life for low-income residents. CHA has a well-developed resident service program services program that serves children to seniors with educational improvement,

self-improvement and social activities. CHA also works toward the deconcentration of poverty working toward a mix of income levels in its developments and neighborhoods.

D. Other Information Required by HUD

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

1. Definition of “Substantial Deviation and Significant Amendment or Modification” [903.7(r)]:

The CHA and HUD will consider the following actions to be significant amendments or modifications.

Significant changes to rent or admission policies or organization of waiting list;
Additions of non-emergency work items exceeding 25% of the current year funding (items not included in the current Annual Statement or Five Year Plan) or change in use of replacement reserve funds under the Capital Fund;

Additions of new activities exceeding 25% of the current year funding not included in the current PHDEP Plan; and

Any change with the regard to demolition or disposition, designation, 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; such changes will not be considered significant amendments by HUD.

ATTACHMENT A CROSSVILLE HOUSING AUTHORITY DECONCENTRATION POLICY

It is Crossville Housing Authority’s policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. The specific objective of the Crossville Housing Authority is to house no less than 40 percent of its public housing inventory with families that have incomes at or below 30 percent of area

median income by public housing development. The Authority will also take action to insure that no individual development has a concentration of higher income families. To meet this objective, the Authority will skip families on the waiting list to reach other families with a lower or higher income. This will be accomplished in a uniform and non-discriminatory manner.

The Crossville Housing authority will affirmatively market public housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments. The Authority will not house families with incomes that exceed 30 percent of area median income in developments that already have 60 percent or more households with incomes that exceed 30 percent of the area median income.

Prior to the beginning of each fiscal year, the Authority will analyze the income levels of families residing in each development, the income levels of census tracts in which the developments are located, and the income levels of the families on the waiting list. Based on this analysis, the Authority will establish a numerical goal for housing 40 percent of new admissions to families whose incomes are at or below 30 percent of the area median income. The annual goal will be calculated by taking 40 percent of the total number of move-ins from the previous fiscal year. If necessary, the Authority will determine the level of additional marketing strategies and deconcentration incentives to implement to meet the objective of this policy.

Attachment D

“Comments of Resident Advisory Board”

Management Committee Meeting – May 1, 2002

The Management Committee met at the office of the Authority on May 1, 2002. Present were: Stella South, Ollie Holmes, Joy Watson, Connie Lawson and Gladys McNeal.

The current Capital Funds Program was discussed with Stella updating the committee on the status of this program. We discussed plans for the next Five-Year Plan and members were asked to submit any ideas or proposals to Mr. Alexander.

The members were advised that TVA had asked to purchase an easement across our 42-6 and 42-7 projects for \$15,000. The committee felt this was a good price and were in agreement to allow TVA this easement. No other business was discussed.

Stella South, Chair Person

Resident Initiatives Meeting – June 7, 2002

Members Present

Cyndie Dyal, Chair Person

Ollie Holmes

Wilma Dyal

Gladys McNeal

Joy Watson

Minutes:

Cyndie asked if anyone had any ideals for improving existing programs or for beginning new programs. Everyone agreed that the existing programs were doing well with the exception of we would like to see more participation. The quilting and arts and crafts programs are not being attended and Gladys suggested that someone do it in their home and rotate it week to week having it at different houses.

It was then mentioned that they would like to see some programs that men would be interested in. Joy suggested checkers or chess, and Gladys suggested that we put horseshoe pits in the park area of Rosewood Terrace and Boyd would take care of the area. Getting the men together to play music once or twice a month was also suggested, and it was brought up that there is a group of people who get together at the office and play and maybe they could join them.

Everyone agreed to call if they had any additional ideals, however at this point, I have not received any.

Security Committee Meeting – May 29, 2002

Present

Diane Walker, Chair person
Jim Marshall, Marshall Bonding & Security Services
Lola Jackson
Monica Arroyo
Wilma Dyal
Harold Christopher
Loretta Wells
David Caruthers, National Guard on METH Awareness
Tim Reagan, National Guard on METH Awareness

Jim Marshall – Who do you call in the case of an emergency?

Response: Bill Eastwood, 96 Oak Grove at 707-2677

Talked about prior tenants on Section 8, and suspicions about drugs, noticing things.

Reports of the following:

Suspicion of drugs in Goodwin at 2 different residences across from each other.
Disturbances at a residence in Goodwin and that another unit is in a mess.

Report that a white jeep w/silver toolbox was bootlegging at Pinewood.

Report that in Pinewood there's a lot traveling back and forth from certain units. The kids go to Family Place and skateboard and ride bicycles around the area.

Report that an adult gave a child a nightstick and homemade play cuffs.

Report that a unit in Rosewood is bringing in a lot of electronic equipment into the unit.

Resident Breakfast Meeting – February 27, 2002

Mr. Alexander Brought floor plans for the new apartments being built on Myrtle Avenue. The complex is called Brookside Apartments. He also brought the plans for the new addition at the office. These plans were discussed in depth. He explained that the community room will be much larger than the old one, and since it will seat many more people the cost to rent the room will be more than it is now. Kitty wanted to know if anyone would be able to rent the room. Mr. Alexander told he yes, then discussed the fee charged now, and how it worked with the tenants getting a break on their rental of the buildings. Terese Giambalvo wanted to know what those funds were used for. Mr. Alexander explained to her that they went into a general operating funds budget. He went on to explain some of the other monies going into the fund, and what the funds were used for. The discussion went on to the projected costs of the 5-year plan. Appliances were discussed, how the ranges and refrigerators have a projected life expectancy of about 15 years and how the housing authority is handling replacements. There was a discussion of Resident employment. There was a projected budget for that but it was decided to let that program go for a little while due to lack of office space but it could be revisited later. He went into detail about the floor plans of the new office space and how the confidentiality issue that is always present at the office. The plan will provide for a separate interview office, which will help keep confidential matters confidential. Terese wanted Mr. Alexander to explain to her again the resident employment program and it was discussed in detail again. Evelyn, a resident at Whispering Pines wanted to know if it was possible to install back doors in the units that don't have them. Mr. Alexander explained to her which development would get new back doors and why. Then explained to her why those units could not be renovated to have a back door. Terese wanted to know what caused the doors at Rosewood to have to be replaced. He explained to her the reason. Ollie brought up the problems with the windows leaking air and the shades not totally covering the windows. Mr. Alexander said there will be lots of work when they get to Rosewood; doors, electrical, and plumbing. He also stated that the walls were being experimented with trying different things to get away from the plaster walls. Kitty asked about water lines at Goodwin Court and wanted to know why the clean out plugs were around the house. Mr. Alexander explained about the work that had been done there and why the clean outs were where they were. Kitty wanted to know the status of the remodeling of Goodwin Court and if she could get out of moving. Mr. Alexander says the remodeling is going good but will still take a good while and that she will have to move in order for all the work to be done to her unit and explained the moving process to her.

FIVE YEAR PLAN

2003	Annual Plan	\$524,588
2004	42-1	\$349,588
	PHA Wide	<u>\$175,000</u>
		\$524,588
2005	42-2	\$197,294
	42-3	\$152,294
	PHA WIDE	<u>\$175,000</u>
		\$524,588
2006	42-5	\$158,500
	42-6	\$191,088
	PHA WIDE	<u>\$175,000</u>
		\$524,588
2007	42-4	\$84,000
	42-7	\$74,500
	42-14	\$92,500
	42-16	\$98,588
	PHA WIDE	<u>\$175,000</u>
		\$524,588

Maintenance Committee Meeting - May 29, 2002

Present were:

Harold Christopher, Chairperson

Bill Eastwood

Loretta Wells

Diane Walker

Discussed were the following

42-4 Current work

Remodeling

Reconfiguring walls

Driveways and sidewalks being repaved

Clean out on sewers

Shut off valves being relocated

Need to do:

Light over sink

Loretta discussed the dust problem

Harold stated that shrubbery would be replaced and/or trimmed

Need weather stripping around doors

Water heater temperatures need to be adjusted

Loretta asked about lawn maintenance and getting more grass

Guttering needs to be cleaned out more often, water stands and causes mosquito problems

Loretta also said there was a crack on her front porch and wants mini blinds instead of shades.

**MINUTES FROM PHA PLANS WORKSHOP
ON JUNE 11, 2002 10:00 AM TO 2:30 PM**

PRESENT AT WORKSHOP:

Don Alexander, Director
Donna Parker, CHA Staff
Cyndie Dyal, CHA Staff

Joy Watson, Ollie Holmes, Gladys McNeal, Arasally Santos, Lemuel Santos, Gayle Batchelder, Charlene Gunter, Peggy Riddle, Marie Burden, Beulah Lewis, Juanita Rowell, Elsa Carmelino and Lola Jackson.

Don – Went over Template for 5-year plan. Explained in detail line by line. Not cast in stone, changes can be made, any questions please ask.

Where you can go to find information on 5-year plan, which is the main office. Final plan will be on display 45 days prior to public hearing in September. Will advertise July 25, 2002 and September 9, 2002 will have a public hearing, results taken to the Board of Commissioners on September 16, 2002 and submitted to HUD by October 15, 2002, 75 days prior to end of the year. Has to be approved by the end of the year.

Read the CHA Mission Statement. For Goals we plan on expanding existing housing by applying for additional rental vouchers, improve quality of existing housing and improve the PHAS Score. In prior years we always had 90 or above, PHAS consists of financial, Physical and Management. Residents would have been sent surveys and this is a part of the PHAS Score. Last year we scored 95 % up from 88.5%. Would have scored higher the year before but had a financial problem last year in that we had a construction loan to build a new project and it was due and payable within 12 months. A current liability and that loan counted as a current liability even though we already had the permanent financing and it ended up decreasing our score. Did not have an outstanding construction loan this year.

Whenever we do a re-exam we do a 50058 form on you. This form is transmitted to HUD and then half of the SEMAP comes off of this 50058 form. We do not have a SEMAP Score yet.

Increase customer satisfaction – Goal is to conduct outreach efforts, acquire additional landlords, implement a voucher homeownership program, which is in place now and have already closed on that. We also have a 5(h) homeownership program in place for public housing. And can help to provide down payment assistance. Hope to work with an organization called FAHE. Next goal to improve quality of life, living environment, improving security, starting neighborhood watch program, build a better relationship with the police dept. We will be losing our Security services program because there are no more drug elimination grants. Promoting self-sufficiency, have programs in place, increase number of employed residents, which has dropped recently. We can tell this by the number of persons on ceiling rent. Provide or attract resident's employment suitability. We are having a work program going on this summer.

Cyndie, Resident teenagers are helping the elderly, mowing yards or whatever they may need and we are rewarding them by taking them on a field trip at the end of the summer.

Joy, The elderly can donate.

Cyndie, kids are splitting up any donations.

Don, Going to do a program with TCAC

Cyndie, will be like VISTA volunteers doing direct services like taking them to get medicine or going to the grocery store or helping with housework

Don, 2 people will be part time and will assign them to certain frail elderly. Not open to everyone. We will have to pick the most frail who need the most help and have no way of doing this their selves. To help them remain in place and keep out of the nursing home

We just finished the 5-year plan and are on the annual plan.

You can read the executive summary:

Does everyone know what the ceiling rent program is? Your rent is calculated at 30% of your adjusted income, give you certain deductions and then 30% of that is your rent. If 30% exceeds the Ceiling rent for a particular bedroom size then your rent is the ceiling rent. These are changed each year by the inflation factor. This began in 1992 and we were one of the first housing authorities to do this.

We also have a minimum rent of \$50.00. Then lets say someone gets a job and their rent goes from minimum rent of \$50 to \$500 and they may not want to pay that and so they move out of housing. Then they lose their job and no way to pay rent and then they come back to housing and are put on a long waiting list.

Peggy Riddle, My daughter was afraid that once her income went to high she would have to move out and she was glad that she didn't.

Don, Ceiling rent gives the tenant the capacity to move out under their own terms and not be forced out because of big jumps in rent.

Gayle Batchelder, Do you ever have money management classes?

Don, We have those under our FSS program but could market those to anyone interested.

Cyndie, the Agricultural dept has those classes as well.

Don, TNCEP may be doing those budgeting classes.

We talked about the grievance procedure, capital improvements all part of the Executive summary that you can read.

A tenant brought up the problem of drugs.

Donna, the drugs have been a problem for sometime it's just that the awareness of the problem is picking up.

Don, In Roane County a doctor was arrested for prescribing oxycontin to persons who did not need it.

Next page is table of contents page 5. Page 6 lists supporting documents available for review. Plan certifications, etc.

Housing needs are taken off of our waiting list. We took about 1250 applications in last year for housing. We provided assistance to 444 new people last year that was not receiving it before. Sounds like a lot of people but if you take that number away from 1250 applications that leaves over 800 people we were not able to serve. You have about a 1 in 3 chance of getting housing.

If we have 10 units it can take us about 2 weeks to have those units available for rental.

Tenant stated that some people mess the units up bad.

Don, Some are in bad shape and some become bug infested and can take a few weeks to clean up.

Gladys, you can bring bugs in from the grocery store too.

Ants are also a problem.

Don, on page 10, number of persons on waiting list for section 8 is 200. Annual turnover will be about 105 each year estimated. 95% is families at or below 30% of the AMI. Cumberland county median income is about 40,000. Numbers are adjusted by family size. Next page is the same chart but relative to public housing. Talked about income targeting.

Next page is Strategy for Addressing needs.

Effective maintenance by doing annual inspections. If we do not keep the units in good condition it can take weeks to get a unit ready to re-rent.

Maintain or increase lease up rates in section 8.

One of the things we done in section 8 . There is a number called the FMR is the amount you can spend for rent and utilities.

SIDE 2 TAPE 1

If that FMR set high enough you end up losing persons you issue vouchers too. We have raised that success rate from about 30% to 50%.

We will continue to work toward increasing the success rate for Section 8. There are a lot of reasons why persons you issue vouchers to do not find a place to live. One of the reasons is it is expensive. When you go to rent you have to pay Security deposits, utility deposits. You can spend 500 or more to get started on the program. We started loaning persons up to \$150 to

help offset those expenses, which they have to pay back. We try to match persons who have been issued vouchers with landlords.

Other housing needs and strategies on page 14.

Have funding constraints. Money is always a problem, staffing constraints. We would need more staff if we had more money to spend on vouchers.

Public Housing Operating Funds – Money we use to operate public Housing
Went over the Financial Resources on page 16.

Began talking about eligibility, how we decide who will move into housing.

We make them eligible at time of application. We verify information at move in time. On the screening process we do police checks, references, etc. We check as much as possible. We sometimes have limited information on an applicant. We may have someone young who have no references and you have to take a chance with them. We are strict on drug related criminal activity.

Joy– if related to methamphetamine charges they are never housed again.

Don – We recently had arrests in a unit and the tenant said she was in the wrong place at the wrong time and she was in her house.

We do community wide waiting list not site based waiting list.

Rosewood Terrace seems to be our most popular development. Our nicest development is Twin Oaks. Have more maintenance problems in Rosewood and it is also our oldest development. It is also our most congested development. But it's closest to town and near the hospital and doctors. A lot of tenants are without transportation.

We do transfers in cases of emergencies or under-housed or to permit modernization work or resident choice. We do move in some cases of someone being over-housed. Waiting list for larger units are smaller than for the smaller units. One-bedroom units are the largest in demand on the waiting list.

If you are living with friends or family you may not be homeless, for instance if you have lived with family for a few years and now you want housing you can't really say you are homeless, but if you have lost your housing and moved in with someone and now the unit is overcrowded.

Asked what would you say should give someone a priority

Joy– Having been paying more for a unit than what I could afford and then having to move into a house with someone.

Lola– Someone who has a large family but cannot find housing because no landlords will rent to her. She had to leave her housing because of an intense situation but cannot find anything because the landlords do not want to rent to a single mom with four kids. They do not believe she can handle it financially and is too large of a family.

Don, possibility to do a hard to house priority later.

Joy, What if someone had a sudden income loss and could no longer pay their rent would they receive a priority.

Don, that person would not get a preference under our current list.

You can do a scoring process on the preference list but we do not do that.

You are not required to have preferences, each housing authority sets its preferences.

Discussed income-targeting requirements. Discussed changes in housing and when to notify the housing authority and reexaminations.

Deconcentration – Is sometimes in communities where you have site based waiting lists for instance in larger cities, you can be in a situation if you let people choose where they want to live soon you may have families with higher income in one area and families with a lower income in another area or persons of one race in one area and different races in another and you open yourself up for discriminatory practices.

Discussed rental procedures.

Gayle Batchelder discussed the heating in her apartment and how one room stays hot and another stays cold. Likes the parking area and the handicapped shower. Also wants closet rods lowered.

End of Tape 1

Discussed again by residents was the floor plan in Goodwin court and the current remodeling going on where walls are being taken down to open up the living room and kitchen area. Some residents are in agreement with how it is currently being done but some do not like it. Mr. Alexander suggested putting together a floor plan committee to discuss options. Tenants will have to agree that what is decided upon will be done for everyone and what has already been done will remain the same.

Some tenants want the open shower stall and some want bathtubs. The next senior development to be done we would probably do the open shower.

Another tenant discussed the location of the cable outlets.

Gladys McNeal and Joy Watson discussed being on the floor plan committee.

Discussed screening processes in Public Housing and Section 8.

We do not check landlord references for Section 8 because we are not the landlord. We do police background checks. Maintain 2 lists; one for public housing and one for Section 8.

We have Family Unification Vouchers, Mainstream Vouchers and Vouchers (explained differences between them).

Discussed Ceiling rents and Flat rents.

When we issue vouchers usually only half of those issued are leased up. We issue about 20 to 25 vouchers per month and only lease about 10 or 11.

We have public housing in Spring City, Pikeville, Crossville and Pleasant Hill. We also have non public housing in Rhea County, Roane County and Cumberland County.

Anyone interested in looking at the Housing Authority policies are more than welcome to. Went over the policies at the Housing Authority.

We will probably be amending our Grievance Procedure and other policies. Discussed informal hearing procedures and formal hearing procedures.

Side 2, Tape 2

Will do repayment agreements with tenants who get behind in their rent. The tenant has to pay their current rent along with a portion of their back rent.

We do not charge interest on repayment agreements but the tenant will be behind on their rent so therefore will have to pay a late fee on their current rent.

Joy Watson asked about Component 6 and where housing authorities do not have to complete this portion if they are a high performing PHA. Mr. Alexander stated that we have chosen to go ahead and fill this out since it was not very long and to be consistent.

Discussed assisted living facilities for the elderly and disabled.

CHA goes by a 3-year rolling average on utilities. Gayle Batchelder wanted to use her unused utility allowance on the next month.

Community Service is no longer a requirement. Also have several resident service programs listed in PHA Plans.

On Page 45, item 16 – Audits

Funds no longer there for the PHDEP Program

Joy Watson said that she read that you can have the HA declared a Drug Free Zone and then you could get money from the state. Mr. Alexander told her to pass that information on to the Resident Services Coordinator.

Peggy Riddle asked:

What can you do if you suspect someone is dealing drugs.

Document and notify the police department and HA.

Gayle Batchelder stated that there are some very young children in her development who wander around and no one watches them.

Election of Representatives to the HA Board, the Mayor appoints them.

End of Tape 2

Tenants discussed painting their own units different colors. Discussed emergency numbers for maintenance after hours.

Public Hearing Scheduled September 16, 2002

Comments for PHA Plans

Joy Watson-Public Housing Resident commented:

Five-Year Plan – The Five-Year Plan for FY 2003-2007 is familiar to me because I am on both the Resident Council and the Resident Advisory Board. I approve of it.

ACOP – I am especially pleased with our strict anti-drug policies, if we wish to remain a tenant.

LEASE – I see absolutely no problems with our lease agreement. It has adequate flexibility to accommodate the special needs of all types of tenants.

GRIEVANCE PROCEDURE – The requirement that an impartial person to be appointed as hearing office is vital to a fair outcome for management and tenant.

PROCUREMENT POLICY – Insofar as I comprehend the complexities of Crossville Housing Authorities procurement policy I see no problems with it.

THINGS I LIKE ABOUT CROSSVILLE HOUSING AUTHORITY: (1) Our Executive Director Don Alexander, for his emphasis on Fairness and flexibility toward all tenants. He invariably finds a way to hear and to factor in the uniquely human aspect of each tenant's problems and requests. (2) Our Assistant Director, Stella South and all of the Staff; (3) Our fast acting Maintenance Department.

THINGS I WOULD CHANGE ABOUT CROSSVILLE HOUSING AUTHORITY: More input from and consultation with our Resident Council. This is improving

annually and we have been assured that training and other improvements in this area will continue.

OTHER COMMENTS: We need a book(let) that includes all requirements for a Resident Council, along with examples and explanations of any perhaps unclear rules. HUD Clips are a great asset to us, but we are not handled in a manner that places all Resident Council matters in a single area.

Dustin Parker – CHA resident – Would like to see the pet policy revised to raise the height limit on dogs and also to be allowed to keep a dog house and to keep pets outside.

Dorcas Webb – Twin Oaks Resident

FIVE-YEAR PLAN – The five-year plan is good and I really think the childcare plan is real good also the self-sufficiency program is wonderful for the younger tenant.

LEASE – The security deposit is reasonable and if the apartment is not cleaned when the resident moves then hold the money. The lease in general seems okay to me.

THINGS I LIKE ABOUT THE CROSSVILLE HOUSING AUTHORITY – I have no words to really describe how I feel about Crossville Housing Authority. I have never been treated as good as I am here. Van service we never had before or care closet as well as coffee with the director. All of this seems to good to be true. I am so glad to live here.

THINGS I WOULD CHANGE ABOUT CROSSVILLE HOUSING AUTHORITY – It would be nice to have more room but I can't complain. I love it here.

OTHER COMMENTS – Everyone from the office staff to the maintenance personnel have been so nice to me. I also think the home ownership program is tops.

Attachments

**ATTACHMENT F
“Pet Policy”**

LEASE ADDENDUM

TO ALLOW FOR PETS

Lessee: _____ Unit No. _____

Address: _____ Pet Deposit: _____

I, _____, agree to the following rules and statements made in this Lease Addendum as set by the Crossville Housing Authority.

When the Crossville Housing Authority refers to pets, that means only dogs, cats, birds, and fish are included. This Lease Addendum tells me what I am responsible for and what the Crossville Housing Authority is responsible for concerning my dog or cat.

Only one pet is allowed per family.

I also understand that my pet cannot be larger than:

1. Dog – 15 inches tall when full grown
2. Cat – 10 inches tall when full grown

I agree to pay a damage deposit of \$100.00 (subject to increase) for cats and dogs, none for birds or fish. This deposit shall be paid in advance. This deposit is refundable if no damage is done, by or as a result of the pet, as verified by Management, after tenant disposes of the pet or moves.

WHAT I MUST DO

1. I must provide the Crossville Housing Authority with all verifications of my pet's inoculations, neutering, license, etc. before I can have my pet and I must bring verification of inoculations each year at the annual reexamination time.
2. I must make sure my pet receives the medical care necessary for my pet to maintain good health.
3. I must have my dog or cat on a leash any time it is out of my own unit.
4. My dog or cat will remain inside my unit except for short periods of time while being walked or exercised by a responsible person. No animal shall be permitted in the Community Room. NO DOG HOUSES, animal runs, etc., will be permitted.
5. I must accept complete responsibility for any damages to property caused by my pet. This includes other residents' property as well as all Crossville Housing Authority property.
6. I will hold harmless the Crossville Housing Authority for any injuries or damages caused by my pet.
7. I must accept complete responsibility for the behavior and conduct of my pet at all times.
8. I will be responsible for promptly cleaning up pet droppings on the grounds by placing in a plastic bag with closure and properly disposing of said droppings.
9. I will take adequate precautions to eliminate any pet odors within or around my unit and maintain sanitary conditions at all times.
10. I will provide litter boxes for cat waste, which will be kept in the unit. I will not let waste accumulate. I will be responsible for properly disposing of cat waste by placing it in a plastic bag with closure and placing it in a trash container.
11. I will not alter my unit or grounds to create an enclosure for any pet.
12. I understand that tenants are prohibited from harboring and feeding stray animals. The feeding of stray animals shall constitute having a pet without permission of Management.
13. I understand that no pet may be kept in violation of state humane or health laws, or local ordinances.
14. In the event of my pet's death, I must dispose of the remains according to local health regulations.

WHAT THE CROSSVILLE HOUSING AUTHORITY WILL NOT DO

1. The CHA will not be responsible for my pet at any time regardless of the circumstances.
2. The CHA will not be responsible for any damages or injuries caused by my pet.

3. The CHA will not permit my pet to become a nuisance to management or any residents.

WHAT THE CROSSVILLE HOUSING AUTHORITY WILL DO

15. When it is necessary for the CHA to spray for fleas and ticks or other insects caused by my pet other than at the regular appointed time, the CHA will charge me for the cost of spraying.
16. The CHA will dispose of my pet in any way necessary, if at any time I leave my pet unattended or abandoned.
17. The CHA will take appropriate actions if my pet is causing the living or working conditions in my project to be unsafe, unsanitary or indecent.

Tenants who violate these rules are subject to: (a) being required to permanently remove the pet within fourteen (14) days of notice by Management; and/or (b) eviction.

DO I UNDERSTAND THIS LEASE ADDENDUM?

By signing this Lease Addendum, I am saying that the CHA has gone over it with me. I am also saying that I understand all of it. I understand that this is an agreement between me and the Housing Authority and that it is a legally binding contract between me and the Crossville Housing Authority.

We signed this Lease Addendum on _____ 20_____

Lessee

Housing Authority

By: _____

Title: _____

ATTACHMENT G

“Statement of Progress in Meeting the 5-Year Plan Mission”

Goal – Apply for additional rental vouchers: The Crossville Housing Authority has currently applying for additional Section 8 vouchers to expand the supply of housing within its jurisdiction.

Goal – Leverage private or other public funds to create additional housing opportunities: The CHA is currently and will continue to leverage private or other public funds to create additional housing opportunities for its residents.

Goal – Acquire or build units or developments: The CHA will apply for additional units utilizing Low Income Housing Tax Credits and below market loans through the Federal Home Loan Bank’s Affordable Housing Program, the CHA is expanding the supply of affordable housing throughout the area without traditional HUD assistance.

Goal – Improve public housing management: The CHA continues to work towards improving overall management. The CHA staff attends as many training programs related to public housing and Section 8 management as is possible throughout the year to stay abreast of changing regulations.

Goal – Renovate or modernize public housing units: The CHA has continually upgraded its public housing units through the Capital Funds Program. All modernization activities are addressed in accordance with need as well as through resident’s requests in all developments.

Goal – Conduct outreach efforts to potential voucher landlords: The CHA is currently conducting outreach efforts to potential voucher landlords through their Section 8 Program. The outreach effort consists of contacting the potential landlords by telephone and/or mailings notifying them of the availability of voucher recipients. Arrangements are then made for a meeting between the landlords and voucher holders so lease agreements may be executed. This outreach effort has been successful in increasing the lease up of the Authority’s Section 8 Program.

Goal – Increase voucher payment standards: The CHA has recently increased the voucher payment standards of the Authority’s Section 8 Program. The new payment standard as identified in the Section 8 Administrative Plan is at 110% of FMR. The CHA applied for and HUD approved raising the FMR to the 50% percentile.

ATTACHMENT H
“Resident Membership of PHA Governing Board”

As required by the QHWRA through regulations published in the October 21, 1999 Federal Register, the CHA has a resident serving on the Board of Commissioners. The resident was appointed by the Mayor of Crossville, Tennessee and is identified as Ms. Audrey Spriggs, 102 Pinewood Drive, Crossville Tennessee 38555.

Term began 5-31-01
Term ends 5-30-06

ATTACHMENT I
“Membership of Resident Advisory Board”

RESIDENT ADVISORY BOARD

Ollie Holmes
245 W. First Street
Crossville TN 38555
(931) 484-6046

Loretta Wells
46 Primrose Street
Crossville TN 38555
(931) 707-5537

Joy Watson
27 Rose Street

Wilma Dyal
291 Goodwin Court

Crossville TN 38555
(931) 456-2417

Gladys McNeal
220 W. First Street
Crossville TN 38555
(931) 484-6618

Florence Randolph
66 Goodwin Court
Crossville TN 38555

Lisa Simo
554 Old Jamestown Hwy #1
Crossville TN 38555

Diane Walker
15 Meadowview Lane
Crossville TN 38555
(931) 456-0516

Linda Sisco
66 Pinewood Drive
Crossville TN 38555

Linda Ashburn
73 Pinewood Drive
Crossville TN 38555
(931) 707-0931

RESIDENT COUNCIL

Linda Ashburn
73 Pinewood Drive
Crossville TN 38555
931-707-0931

Mary Kean, Treasurer
56 Braun Hill Circle
Crossville TN 38555

Dawn Caird
115 Netherton Court
Crossville TN 38555

Crossville TN 38555
(931) 484-1282

Connie Lawson
140 Rose Street
Crossville TN 38555

Monica Arroyo
230 Stanley Street
Crossville TN 38555

Audrey Spriggs
102 Pinewood Drive
Crossville TN 38555
(931) 456-2578

Lola Jackson
52 Goodwin Circle
Crossville TN 38555

Kitty Padgett, Secretary
159 Underwood St
Crossville TN 38555
931-707-7878

Peggy Riddle, Historian
51 Oak Grove St

931-456-7083

Crossville TN 38555

Wilma Dyal
291 Goodwin Circle
Crossville TN 38555
931-484-1282

Linda Sisco
66 Pinewood Dr
Crossville TN 38555

Ollie Holmes
245 W. First St.
Crossville TN 38555
931-484-6046

Audrey Spriggs
102 Pinewood Dr
Crossville TN 38555

Juanita Tollett
118 Mitchell Blvd Apt 28
Crossville TN 38555

Diane Walker
15 Meadowview Lane
Crossville TN 38555

Joy Watson
27 Rose St.
Crossville TN 38555

Gladys McNeal, President
220 W. First St.
Crossville TN 38555
931-484-6618

Dorcas Webb, Vice President
89 Mitchell Blvd Apt 40
Crossville TN 38555

Betty Meadows
71 Taylor Ave
Crossville TN 38555
(931) 484-5182

ATTACHMENT J
“Resident Survey Action Plan”

Safety (70%)

CHA’s plan to address issues related to safety in our developments is being addressed in a committee formed of residents, community members and our contract security provider. The committee is investigating, among other suggestions, a Neighborhood Watch program. Several suggestions have come out of a series of resident meetings.

Neighborhood Appearance (81%)

CHA is holding resident meetings to gather input from residents in order to set priorities for capital funding projects. With the resident's input into this work, the residents are able to advise CHA on what they prefer and gain a feeling of working toward these improvements.

ATTACHMENT K

Public Housing Assessments September 26, 2001

TN042-01 – 54 units -- This development, although over 40 years old, remains one of our most popular. The maintenance cost is a little higher than most of our other Crossville developments due to the age and construction of the units. The per unit expense for this development based on the project based accounting is \$388.44 per year or \$32.37 PUM. However, the cost of operating public housing is less than the Section 8 program. The Section 8 program cost is currently \$291.04 PUM and is increasing at the rate of 4.5% for the first nine months of this year. The public housing subsidy increases only at the rate of inflation determined by HUD. Last year that was 2.5%. The capital funds have had no recent increases. The total increases in public housing cost including capital funds would be less than 1% and the current cost to run public housing is \$230.23 PUM. The savings are obvious. There is no available affordable housing to replace this asset.

TN042-02 – 26 units-- This development is one of our outlying developments so the operating cost is a little higher than most. The per unit expense for this development based on the project based accounting is 139.88 per year or \$11.66 PUM. However, the cost of operating public housing is less than the Section 8 program. The Section 8 program cost is currently \$291.04 PUM and is increasing at the rate of 4.5% for the first nine months of this year. The public housing subsidy increases only at the rate of inflation determined by HUD. Last year that was 2.5%. The capital funds have had no recent increases. The total increases in public housing cost including capital funds would be less than 1% and the current cost to run public housing is \$230.23 PUM. The savings are obvious. There is no available affordable housing to replace this asset.

TN042-03 – 12 units-- This development is one of our outlying developments so we expect the operating cost is a little higher than most. This year there were some capital improvements to the development, which kept cost low. The per unit expense for this development based on the project based accounting is \$71.63 per year or \$5.97 PUM. However, the cost of operating public housing is less than the Section 8 program. The

Section 8 program cost is currently \$291.04 PUM and is increasing at the rate of 4.5% for the first nine months of this year. The public housing subsidy increases only at the rate of inflation determined by HUD. Last year that was 2.5%. The capital funds have had no recent increases. The total increases in public housing cost including capital funds would be less than 1% and the current cost to run public housing is \$230.23 PUM. The savings are obvious. There is no available affordable housing to replace this asset.

TN042-04- 75 units -- This development is our largest development and is also one of the best designed in our inventory. The per unit expense for this development based on the project based accounting is \$325.13 per year or \$27.09 PUM. This cost is higher than the average because this development has had no capital improvements in 12 years. Capital improvements are currently underway. The cost of operating public housing is less than the Section 8 program. The Section 8 program cost is currently \$291.04 PUM and is increasing at the rate of 4.5% for the first nine months of this year. The public housing subsidy increases only at the rate of inflation determined by HUD. Last year that was 2.5%. The capital funds have had no recent increases. The total increases in public housing cost including capital funds would be less than 1% and the current cost to run public housing is \$230.23 PUM. The savings are obvious. There is no available affordable housing to replace this asset.

TN042-05 –20 units-- This development is one of our outlying developments. The cost of operation includes the operation of a sewer treatment plant on the site. The cost of a licensed operator for the plant is a burden. This development has a high percent of elderly, which helps lower cost. The per unit expense for this development based on the project based accounting is \$111.57 per year or \$9.30 PUM. However, the cost of operating public housing is less than the Section 8 program. The Section 8 program cost is currently \$291.04 PUM and is increasing at the rate of 4.5% for the first nine months of this year. The public housing subsidy increases only at the rate of inflation determined by HUD. Last year that was 2.5%. The capital funds have had no recent increases. The total increases in public housing cost including capital funds would be less than 1% and the current cost to run public housing is \$230.23 PUM. The savings are obvious. There is no available affordable housing to replace this asset.

TN042-06 – 51 units-- This development is one of our most desirable due to its location. It is in walking distance of two shopping centers and there is a daycare/Headstart center on site. The per unit expense for this development based on the project based accounting is \$240.46 per year or 20.40 PUM. The cost of operating public housing is less than the Section 8 program. The Section 8 program cost is currently \$291.04 PUM and is increasing at the rate of 4.5% for the first nine months of this year. The public housing subsidy increases only at the rate of inflation determined by HUD. Last year that was 2.5%. The capital funds have had no recent increases. The total increases in public housing cost including capital funds would be less than 1% and the current cost to run public housing is \$230.23 PUM. The savings are obvious. There is no available affordable housing to replace this asset.

TN042-07 – 56 units-- This development has a very high elderly and disabled population. It is also one of our newest built in 1978. The per unit expense for this development based on the project based accounting is \$189.06 per year or \$15.76 PUM. The cost of operating public housing is less than the Section 8 program. The Section 8 program cost is currently \$291.04 PUM and is increasing at the rate of 4.5% for the first nine months of this year. The public housing subsidy increases only at the rate of inflation determined by HUD. Last year that was 2.5%. The capital funds have had no recent increases. The total increases in public housing cost including capital funds would be less than 1% and the current cost to run public housing is \$230.23 PUM. The savings are obvious. There is no available affordable housing to replace this asset.

TN042-14 – 15 units-- This development is all single-family homes and was built to enhance our Family Self- Sufficiency program. The development is included in a 5H-homeownership program. The cost of operating public housing is less than the Section 8 program. The per unit expense for this development based on the project based accounting is \$85.29 per year or \$7.11 PUM. The Section 8 program cost is currently \$291.04 PUM and is increasing at the rate of 4.5% for the first nine months of this year. The public housing subsidy increases only at the rate of inflation determined by HUD. Last year that was 2.5%. The capital funds have had no recent increases. The total increases in public housing cost including capital funds would be less than 1% and the current cost to run public housing is \$230.23 PUM. The savings are obvious. There is no available affordable housing to replace this asset.

TN042-16 – 24 units- This development is all single-family homes and was built to enhance our Family Self- Sufficiency program. The development is included in a 5H-homeownership program. The cost of operating public housing is less than the Section 8 program. The per unit expense for this development based on the project based accounting is \$117.64 per year or \$9.80 PUM. The Section 8 program cost is currently \$291.04 PUM and is increasing at the rate of 4.5% for the first nine months of this year. The public housing subsidy increases only at the rate of inflation determined by HUD. Last year that was 2.5%. The capital funds have had no recent increases. The total increases in public housing cost including capital funds would be less than 1% and the current cost to run public housing is \$230.23 PUM. The savings are obvious. There is no available affordable housing to replace this asset.

ATTACHMENT L

Section 8 Homeownership Program Capacity Statement

Requires that financing for purchase of a home under its Section 8 homeownership program will: be provided, insured or guaranteed by the state or Federal Government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

PHA Plan Table Library

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

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number TN37PO4250103 FFY of Grant Approval: (01/2003)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	20,000.00
3	1408 Management Improvements	30,000.00
4	1410 Administration	25,000.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	23,588.00
10	1460 Dwelling Structures	240,000.00
11	1465.1 Dwelling Equipment-Nonexpendable	17,000.00
12	1470 Nondwelling Structures	50,000.00
13	1475 Nondwelling Equipment	17,000.00
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	2,000.00
18	1498 Mod Used for Development	73,836.00
19	1502 Contingency	

20	Amount of Annual Grant (Sum of lines 2-19)	498,424.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

TABLE LIBRARY – PAGE 1

Annual Statement

Capital Fund Program(CFP)

Part II:

SUPPORTING TABLE

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost	
TN42-1	PLUMBING	1460	25,000.00	
	ELECTRICAL	1460	50,000.00	
	ROOFING	1460	25,000.00	
	BACK DOORS	1460	25,000.00	
	FLOORING	1460	40,000.00	
	MECHANICAL	1460	30,000.00	
	PAINT	1460	30,000.00	
	SITE IMPROVEMENTS	1450	10,000.00	
	M/M/C BUILDING	1470	50,000.00	
	RELOCATION	1495.1	2,000.00	
TN42-2	ROOFS	1460	15,000.00	
PHA WIDE MANAGEMENT IMPROVEMENTS	SITE IMPROVEMENTS	1450	13,588.00	
	STAFF TRAINING	1408	2,000.00	
	OFFICE AUTOMATION	1408	10,000.00	
	RESIDENT EMPLOYMENT	1408	6,000.00	
	DRUG ELIMINATION PROGRAM	1408	12,000.00	
	SPEED UP TURN AROUND TIME	1408	0.00	
	PHA WIDE ADMINISTRATION	SPEED UP UNIT INSPECTION	1408	0
	PHA WIDE	CLERK OF WORKS	1410.1	25,000.00
		APPLIANCES	1465.1	17,000.00
		TRUCK	1475	17,000.00
	FUNDS USED FOR DEV.	1499	73,836.00	
	FUNDS USED FOR OPERATION	1406	20,000.00	

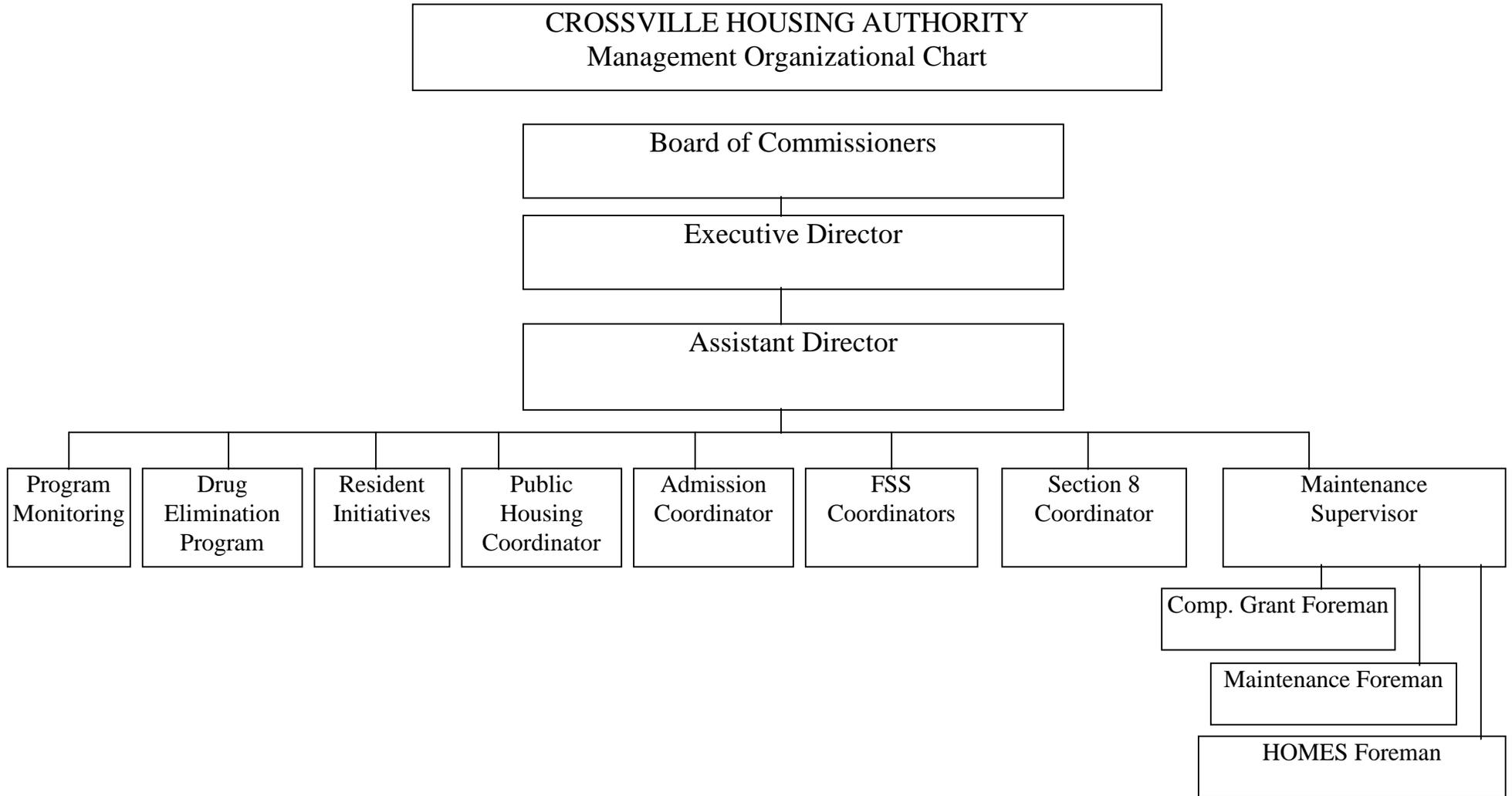
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Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
TN42-1	6-30-06	12-31-07
TN42-2	6-30-06	12-31-07
PHA-Wide	6-3-06	12-31-07

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Attachment B

“Crossville Housing Authority Management Organizational Chart”



CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report

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

PHA Name: Crossville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37PO4250103 Replacement Housing Factor Grant No:	Federal FY of Grant: 01/2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	20,000.00			
3	1408 Management Improvements	30,000.00			
4	1410 Administration	25,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	23,588.00			
10	1460 Dwelling Structures	240,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable	17,000.00			
12	1470 Nondwelling Structures	50,000.00			
13	1475 Nondwelling Equipment	17,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	2,000.00			
18	1499 Development Activities	73,836.00			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	498,424.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Crossville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37PO4250103 Replacement Housing Factor Grant No:				Federal FY of Grant: 01/2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN42-01	Plumbing	1460	50%	25,000.00				
Rosewood	Electrical	1460	50%	50,000.00				
Terrace	Roofing	1460	50%	25,000.00				
	Back doors	1460	100%	25,000.00				
	Flooring	1460	75%	40,000.00				
	Mechanical	1460	25%	30,000.00				
	Paint	1460	100%	30,000.00				
	Replace & repair sidewalks	1450	25%	8,000.00				
	Landscaping	1450	25%	2,000.00				
	M/M/C Building	1470	25%	50,000.00				
	Relocation	1495. 1	100%	2,000.00				
TN42-2	Roofs	1460	25%	15,000.00				
Spring City								
Homes	Replace & repair sidewalks	1450	50%	13,588.00				
Administration	Clerk of Works	1410 1	50%	25,000.00				

PHA Name: Crossville Housing Authority		Grant Type and Number Capital Fund Program No: TN37PO4204250103 Replacement Housing Factor No:					Federal FY of Grant: 01/2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
TN42-1	6-30-06			12-31-07				
TN42-2	6-30-06			12-31-07				
PHA-WIDE	6-30-06			12-31-07				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Crossville Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: TN37PO42050103 PHA FY: 01/2004	Work Statement for Year 3 FFY Grant: TN37PO42050103 PHA FY: 01/2005	Work Statement for Year 4 FFY Grant: TN37PO42050103 PHA FY: 01/2006	Work Statement for Year 5 FFY Grant: TN37PO42050103 PHA FY: 01/2007
	Annual Statement				
TN42-1		349,588.00			
TN42-2			197,294.00		
TN42-3			152,294.00		
TN42-4					84,000.00
TN42-5				158,500.00	
TN42-6				191,088.00	
TN42-7					74,500.00
TN42-14					92,500.00
TN42-16		148,836.00	148,836.00	148,836.00	98,588.00
PHA Wide					148,836.00
CFP Funds Listed for 5-year planning		498,424.00	498,424.00	498,424.00	498,424.00
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> ____ FFY Grant: PHA FY: 2004	Activities for Year: <u>2</u> ____ FFY Grant: PHA FY: 2004

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: CROSSVILLE HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: TN37PO4250101 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6-30-2002 <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				
2	1406 Operations	20,000		0	0
3	1408 Management Improvements	30,000		11,766	11,447
4	1410 Administration	25,000		30,000	26,120
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	2,500		2,153	2,153
10	1460 Dwelling Structures	212,933		90,304	89,460
11	1465.1 Dwelling Equipment—Nonexpendable	17,000		395	395
12	1470 Nondwelling Structures	135,000		75,000	13,342
13	1475 Nondwelling Equipment	17,000		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	2,000		382	382
18	1499 Development Activities	63,155		15,000	15,000
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	524,588		225,000	158,299

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

PHA Name: CROSSVILLE HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: TN37PO4250101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 6-30-2002 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	0		0	0
23	Amount of line 21 Related to Section 504 compliance	0		0	0
24	Amount of line 21 Related to Security – Soft Costs	0		0	0
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	0			

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

PHA Name: CROSSVILLE HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: TN37PO4250101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN42-1	Sewer Cleanouts	1460	100%	5,000		0	0	Moved to 02
	Reconfigure floor plan	1460	1	90,433		0	0	Done in 00
	Expand M/M/C Building	1470	1	75,000		75,000	13,342	Site work
	Mechanical	1460	25%	7,000		0	0	Moved to 02
	Relocation	1495.1	25%	2,000		0	0	Moved to 02
TN42-4	Plumbing	1460	100%	35,000		5,128	5,128	10% comp.
	Painting	1460	100%	43,000		21,676	21,462	10% comp.
	Cabinets	1460	100%	20,000		7,000	6,952	10% comp.
	Mechanical	1460	100%	15,000		25,500	25,280	10% comp.
	Electrical	1460	25%	0		23,500	23,320	From 2000
	Floors	1460	25%	0		7,500	7,318	From 2000
	Concrete	1450	25%	0		2,153	2,153	From 2000
	Relocation	1495.1	25%	0		382	382	From 5-yr
TN42-6	Expand M/M/C	1470	1	60,000		0	0	Done in 00
Management	Staff Training	1408		2,000		2,300	2,261	10% comp.
	Office Automation	1408		5,000		3,100	3,018	10% comp.

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

PHA Name: CROSSVILLE HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: TN37PO4250101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Resident Employment	1408		6,000		866	866	Prog.Canc.
	Summer Youth Program	1408		5,000		0	0	Moved to 02
	Drug Elimination Program	1408		12,000		5,500	5,302	10% comp.
	Speed up unit turnaround	1408		0		0	0	10% comp.
	Speed up unit inspection	1408		0		0	0	10% comp.
	Improve rent collection	1408		0		0	0	10% comp.
Administration	Clerk of Works	1410.1	100%	25,000		30,000	26,120	85% comp.
PHA Wide	Replace Appliances	1465.1	20/ea	17,000		395	395	Bought cords
	Purchase Truck	1475	1	17,000		0	0	Not begun
	Funds used for development	1499		63,155		15,000	15,000	23% comp.
	Funds used for operation	1406		20,000		0	0	Not begun

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

PHA Name: Crossville Housing Authority	Grant Type and Number Capital Fund Program No: TN37PO4250101 Replacement Housing Factor No:	Federal FY of Grant: 2001
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TN42-1	6-30-03			12-31-04			
TN42-4	6-30-03			12-31-04			
Management	6-30-03			12-31-04			
PHA Wide	6-30-03			12-31-04			
Administration	6-30-03			12-31-04			

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

PHA Name: Crossville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37PO4250102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6-30-2002 <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				
2	1406 Operations	20,000		0	0
3	1408 Management Improvements	30,000		0	0
4	1410 Administration	25,000		0	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000		0	0
10	1460 Dwelling Structures	260,000		0	0
11	1465.1 Dwelling Equipment—Nonexpendable	17,000		0	0
12	1470 Nondwelling Structures	43,588		0	0
13	1475 Nondwelling Equipment	17,000		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	2,000		0	0
18	1499 Development Activities	73,836		0	0
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	498,424		0	0

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

PHA Name: Crossville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37PO4250102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 6-30-2002 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	0		0	0
23	Amount of line 21 Related to Section 504 compliance	0		0	0
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Crossville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37PO4250102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN42-4	Replace roofs	1460	25%	30,000		0	0	Not begun
TN42-1	Plumbing	1460	100%	25,000		0	0	Not begun
	Electrical	1460	100%	50,000		0	0	Not begun
	Roofing	1460	100	25,000		0	0	Not begun
	Back doors	1460	100	25,000		0	0	Not begun
	Flooring	1460	100%	40,000		0	0	Not begun
	Carbon mon. & smoke detectors	1460	100%	5,000		0	0	Not begun
	Mechanical	1460	100%	30,000		0	0	Not begun
	Paint	1460	100%	30,000		0	0	Not begun
	Site Improvements	1450	100%	10,000		0	0	Not begun
	M/M/C Building	1470	1	43,588		0	0	Not begun
	Relocation	1495.1	100%	2,000		0	0	Not begun
PHA Wide	Appliances	1465.1	20/ea	17,000		0	0	Not begun
	Truck	1475	1	17,000		0	0	Not begun

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

PHA Name: Crossville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37PO4250102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Administration	Clerk of Works	1410.1		25,000		0	0	Not begun
Management	Staff Training	1408		2,000		0	0	Not begun
	Office Automation	1408		10,000		0	0	Not begun
	Resident Employment	1408		6,000		0	0	Not begun
	Drug Elimination Program	1408		12,000		0	0	Not begun
	Speed up unit turnaround	1408		0		0	0	Not begun
	Speed up inspection	1408		0		0	0	Not begun
	Funds used for development	1499		73,836		0	0	Not begun
	Funds used for operation	1406		20,000		0	0	Not begun

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

PHA Name: Crossville Housing Authority	Grant Type and Number Capital Fund Program No: TN37PO4250102 Replacement Housing Factor No:	Federal FY of Grant: 2002
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TN42-1	6-30-05			12-31-06			
TN42-4	6-30-05			12-31-06			
PHA Wide	6-30-05			12-31-06			
Management	6-30-05			12-31-06			
Administration	6-30-05			12-31-06			

