

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

PHA Name: <b>Housing Authority of the City of Corpus Christi</b>	Grant Type and Number:CFP Capital Fund Program No: TX 59P008501-03 Replacement Housing Factor Grant No:	<b>Federal FY of Grant: 2003</b>
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**Original Annual Statement**  **Reserved for Disasters/Emergencies**  **Revised Annual Statement/Revision Number \_\_\_\_\_**  
 **Performance and Evaluation Report for Program Month Ending \_\_\_\_\_**  **Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	195,666.00	0.00	0.00	0.00
3	1408 Management Improvements	43,000.00	0.00	0.00	0.00
4	1410 Administration	208,000.00	0.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	137,000.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	20,000.00	0.00	0.00	0.00
10	1460 Dwelling Structures	1,696,341.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	36,000.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	5,500.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	30,000.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	29,200.00	0.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1501 Collateralization or Debt Service	0.00	0.00	0.00	0.00
20	1502 Contingency	90,000.00	0.00	0.00	0.00
<b>21</b>	<b>Amount of Annual Grant (sums of lines 2-20)</b>	<b>2,490,707.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
22	Amount of line 21 Related to LBP Activities	0.00	0.00	0.00	0.00
23	Amount of Line 21 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
24	Amount of Line 21 Related to Security - Soft Costs	0.00	0.00	0.00	0.00
25	Amount of Line 21 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
26	Amount of Line 21 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00

Capital Fund Program Tables

Page 1 of 5

Signature of Executive Director and Date

Signature of Public Housing Director and Date

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Previous edition is obsolete

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

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

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number: CFP					Federal FY of Grant:	
Housing Authority of the City of Corpus Christi		Capital Fund Program No: TX 59P008501-03					2003	
		Replacement Housing Factor Grant No:						
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	
	<b>2003 Grant Total</b>			2,490,707.00	0.00	0.00	0.00	
<b>PHA WIDE</b>	<b>Operations</b>	<b>1406</b>		<b>195,666.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	Operations			109,391.00	0.00	0.00	0.00	
	Payroll			66,275.00				
	HA Staff Training			20,000.00				
<b>PHA WIDE</b>	<b>Management Improvements</b>	<b>1408</b>		<b>43,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	CFP Staff Training			20,000.00	0.00	0.00	0.00	
	Drug Elimination			15,000.00	0.00	0.00	0.00	
	Consultant Fees			8,000.00				
<b>PHA WIDE</b>	<b>Administaraion</b>	<b>1410</b>		<b>208,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	Salaries & Benefits			200,000.00	0.00	0.00	0.00	
	Sundry			8,000.00	0.00	0.00	0.00	
<b>PHA WIDE</b>	<b>Fees &amp; Costs</b>	<b>1430</b>		<b>137,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	A & E			100,000.00	0.00	0.00	0.00	
	Printing			7,000.00	0.00	0.00	0.00	
	State Fees and Inspection Fees			15,000.00	0.00	0.00	0.00	
	Asbestos Survey/LBP Survey			15,000.00				
<b>PHA WIDE</b>	<b>Site Improvements</b>	<b>1450</b>		<b>20,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	PHA WIDE			20,000.00	0.00	0.00	0.00	
				0.00	0.00	0.00	0.00	

Signature of Executive Director and Date

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ref Handbook 7485.3

Annual Statement/Performance and Evaluation Report and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name:		Grant Type and Number: CFP						Federal FY of Grant:
Housing Authority of the City of Corpus Christi		Capital Fund Program No: TX 59P008501-03						2003
		Replacement Housing Factor Grant No:						
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	
<b>TX 08-10A</b>	<b>Dwelling Structures</b>	<b>1460</b>	<b>38</b>	<b>1,142,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Treway Phase II</b>	Renovations of kitchen, baths, living areas to include lavatory, toilet, bath tub, interior doors, drywall replacement, interior/exterior lights, VCT floors, kitchen cabinets, counter-tops, bath vanity, range hoods, paint interior, gas furnances, and electrical upgrade. Remove and replace rotted decking and composition shinles.			1,142,000.00	0.00	0.00	0.00	
<b>TX 08-13</b>	<b>Dwelling Structures</b>	<b>1460</b>	<b>22</b>	<b>475,530.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Parkway Homes II</b>	Renovations of kitchen, bath, living areas to include lavatory, toilet, bath tub, interior doors, drywall replacement, interior/exterior lights, VCT floors, kitchen cabinets, counter-tops, bath vanity, range hoods, paint interior, electrical upgrade. Install new front and rear doors with new locks, water heater closet doors and furnace.			475,530.00	0.00	0.00	0.00	
<b>PHA WIDE</b>	<b>Dwelling Structures</b>	<b>1460</b>		<b>78,811.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	ADA Compliance Interior/Exterior			78,811.00	0.00	0.00	0.00	
<b>TX 08-13</b>	<b>Dwelling Equipment-NonExpendable</b>	<b>1465</b>	<b>22</b>	<b>13,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Parkway Homes II</b>	Replace Stoves and Refrigerators			13,200.00	0.00	0.00	0.00	
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Annual Statement/Performance and Evaluation Report and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: <b>Housing Authority of the City of Corpus Christi</b>		Grant Type and Number: CFP Capital Fund Program No: <b>TX 59P008501-03</b> Replacement Housing Factor Grant No:						Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>TX 08-10A</b>	<b>Dwelling Equipment-NonExpendable</b>	<b>1465</b>	<b>38</b>	<b>22,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Treway</b>								
<b>Terrace</b>	Replace Stoves and Refrigerators			22,800.00	0.00	0.00	0.00	
<b>Phase II</b>								
<b>PHA WIDE</b>	<b>Non-Dwelling Structures</b>	<b>1470</b>	<b>44</b>	<b>5,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	Locks			5,500.00	0.00	0.00	0.00	
<b>PHA Wide</b>	<b>Non-Dwelling Equipment</b>	<b>1475</b>		<b>30,000.00</b>				
	Lawnmowers, vehicle(s), equipment			30,000.00				
<b>PHA WIDE</b>	<b>Relocations</b>	<b>1495</b>		<b>29,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	Treway Terrace Phase II		<b>38</b>	17,100.00	0.00	0.00	0.00	
	Parkway Home II		<b>22</b>	12,100.00				
<b>PHA WIDE</b>	<b>Contingency</b>	<b>1502</b>		<b>90,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
				90,000.00	0.00	0.00	0.00	

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

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

**Part III: Implementation Schedule**

PHA Name: <b>Housing Authority of the City of Corpus Christi</b>			Grant Type and Number: CFP Capital Fund Program No: TX 59P008501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<b>Operations</b>	9/30/2005			9/30/2007			
<b>Management Improvements</b>	9/30/2005			9/30/2007			
Administration	9/30/2005			9/30/2007			
Fees & Costs	9/30/2005			9/30/2007			
Site Improvements	9/30/2005			9/30/2007			
TX 08-10A Treyway Terrace Phase I	9/30/2005			9/30/2007			
TX-08-13 Parkway Homes II	9/30/2005			9/30/2007			
Dwelling Equipment Non-Expendable	9/30/2005			9/30/2007			
Non-Dwelling Structures	9/30/2005			9/30/2007			
Non-Dwelling Equipment	9/30/2005			9/30/2007			
Relocations	9/30/2005			9/30/2007			
Contingency	9/30/2005			9/30/2007			

Capital Fund Program Tables

Page 5 of 5

Signature of Executive Director and Date

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**Capital Funds Program Five Year Action Plan**  
**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 2 FFY Grant: 2004 PHA FY: 2005			Activities for Year: 2 FFY Grant: 2004 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PHA WIDE	Operations-1406	186,275.00	TX 08-10A	Dwelling Structures-1460	
	PHA WIDE	Management Improvements-1408	77,096.00	Treway Terrace	Renovations of kitchen, bath and living areas	
		CFP Staff Training	20,000.00	Phase III	to include: lavatory, toilet, bath tub, bath vanity,	
		Drug Elimination	5,096.00		interior doors, drywall replacement, interior/	
Annual		Consultant Fees	2,000.00		exterior lights, VCT floors, kitchen cabinets,	
		Energy Audit	50,000.00		counter tops, range hoods, paint interior doors	
	PHA WIDE	Administration-1410	210,000.00		replace furnace and electrical upgrades.	
		Salaries and benefits	200,000.00		Remove and replace rotted decking and	
		Sundry	10,000.00		composition shingles. Asbestos Abatement.	
	PHA WIDE	Audit-1411	5,000.00		38 Units	1,102,000.00
		Fees and Costs-1430	137,000.00	TX 08-08		
		A & E	100,000.00	Clairelaine Gardens	Dwelling Structures-1460	
		Printing	5,000.00		Roof Replacements	
		State Fees and Inspection Fees	10,000.00		30 Bldgs.	573,436.00
		Asbestos Survey/LBP Survey	22,000.00			
	PHA WIDE	Site Improvements-1450	70,000.00			
		Road repair, parking lots, sidewalks, ADA ramps	70,000.00			
		ADA accessibility, ADA compliance				
		Dwelling Equipment-Non Expendable-1465	22,800.00			
	TX 08-10A	Stoves & Refrigerators Treway (Ph III) 38	22,800.00			
		Non-Dwelling Equipment-1475	0.00			
		Vehicle(s)/Equipment	0.00			
		Relocation Costs-1495	17,100.00			
	TX 08-10A	Treway Phase III 38	17,100.00			
		Contingency-1502	90,000.00			
		TOTAL CFP ESTIMATED COST	815,271.00		TOTAL CFP ESTIMATED COST	1,675,436.00

**Capital Funds Program Five Year Action Plan**  
**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 3 FFY Grant: 2005 PHA FY: 2006			Activities for Year: 3 FFY Grant: 2005 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PHA WIDE	Operations-1406	186,275.00	TX 08-10A	Dwelling Structures-1460	
	PHA WIDE	Management Improvements-1408	31,000.00	Treway Terrace	Renovations of kitchen, bath and living areas	
		CFP Staff Training	20,000.00	Phase IV	to include: lavatory, toilet, bath tub, bath vanity,	
		Drug Elimination	9,000.00		interior doors, drywall replacement, interior/	
		Consultant Fees	2,000.00		exterior lights, VCT floors, kitchen cabinets,	
Annual	PHA WIDE	Administration-1410	215,000.00		counter tops, range hoods, paint interior doors,	
		Salaries and benefits	200,000.00		replace furnace and electrical upgrades.	
		Sundry	10,000.00		Remove and replace rotted decking and	
	PHA WIDE	Audit-1411	5,000.00		composition shingles. Asbestos abatement	
		Fees and Costs-1430	157,000.00		32 Units	928,000.00
Statement		A & E	110,000.00			
		Printing	5,000.00			
		State Fees and Inspection Fees	15,000.00	TX 08-11	Dwelling Structures-1460	
		Asbestos Survey/LBP Survey	27,000.00	Ruthmary Price Place	Renovations of kitchen, bath and living areas	
					to include: lavatory, toilet, bath tub, bath vanity,	
	PHA WIDE	Site Improvements-1450	72,541.00		interior doors, drywall replacement, interior/	
		Road repair, parking lots, sidewalks, ADA ramps	72,541.00		exterior lights, VCT floors, kitchen cabinets,	
		ADA accessibility, ADA compliance, fencing, playgrounds			counter tops, range hoods, paint interior doors,	
		landscaping, sewer line upgrades, patio porches/fencing			and electrical upgrades. Asbestos abatement.	
		Dwelling Equipment-Non Expendable-1465	37,200.00		30 Units	480,000.00
	TX 08-10A	Stoves & Refrigerators Treway (Ph IV) 32	19,200.00			
	TX 08-10C	Stoves & Refrigerators RPP 30	18,000.00	PHA-WIDE	Dwelling Structures-1460	131,092.00
					ADA Compliance Interior/Exterior	
		Non-Dwelling Equipment-1475	28,499.00			
		Vehicle(s)/Equipment	28,499.00	PHA-WIDE	Dwelling Structures-1460	100,000.00
					Roof Replacements	
		Relocation Costs-1495	34,100.00			
	TX 08-10A	Treway Phase IV 32	17,600.00			
	TX 08-10C	RPP Interior Renovations 30	16,500.00			
		Contingency-1502	90,000.00			
		<b>TOTAL CFP ESTIMATED COST</b>	<b>851,615.00</b>		<b>TOTAL CFP ESTIMATED COST</b>	<b>1,639,092.00</b>

**Part II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 4 FFY Grant: 2006 PHA FY: 2007			Activities for Year: 4 FFY Grant: 2006 PHA FY: 2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PHA WIDE	Operations-1406	186,275.00	TX 08-10A	Dwelling Structures-1460	
	PHA WIDE	Management Improvements-1408	31,000.00	Treway Terrace	Renovations of kitchen, bath and living areas	
		CFP Staff Training	20,000.00	Phase V	to include: lavatory, toilet, bath tub, bath vanity,	
		Drug Elimination Plan	9,000.00		interior doors, drywall replacement, interior/	
		Consultant Fees	2,000.00		exterior lights, VCT floors, kitchen cabinets,	
Annual	PHA WIDE	Administration-1410	210,000.00		counter tops, range hoods, paint interior doors	
		Salaries and benefits	200,000.00		replace furnace and electrical upgrades.	
		Sundry	10,000.00		Remove and replace rotted decking and	
	PHA WIDE	Audit-1411	5,000.00		composition shingles. Asbestos abatement.	
		Fees and Costs-1430	160,000.00		20 Units	580,000.00
		A & E	120,000.00			
		Printing	5,000.00			
		State Fees and Inspection Fees	15,000.00	TX 08-08	Dwelling Structures-1460	
		Asbestos Survey/LBP Survey	20,000.00	Clairelaien Gardens	Renovations of kitchen, bath and living areas	
				Phase I	to include: lavatory, toilet, bath tub, bath vanity,	
	PHA WIDE	Site Improvements-1450	90,000.00		interior doors, drywall replacement, interior/	
		Road repair, parking lots, sidewalks, ADA ramps	90,000.00		exterior lights, VCT floors, kitchen cabinets,	
		ADA accessibility, ADA compliance			counter tops, range hoods, paint interior doors	
					replace wall heaters and electrical upgrades.	
Statement					Remove and replace rotted decking and	
		Dwelling Equipment-Non Expendable-1465	32,400.00		composition shingles. Asbestos abatement.	
	TX 08-10A	Stoves & Refrigerators Treway (Ph V) 20	12,000.00		34 Units	1,037,000.00
	TX 08-11	Stoves & Refrigerators Clairelaine PH-1 34	20,400.00			
		Non-Dwelling Equipment-1475	38,332.00			
		Vehicle(s)/Equipment	38,332.00			
		Relocation Costs-1495	30,700.00			
	TX 08-10A	Treway Phase V 20	12,000.00			
	TX 08-11	Clairelaine Phase I 34	18,700.00			
		Contingency-1502	90,000.00			
		TOTAL CFP ESTIMATED COST	873,707.00		TOTAL CFP ESTIMATED COST	1,617,000.00

Activities for Year 1	Activities for Year: 5 FFY Grant: 2007			Activities for Year: 5 FFY Grant: 2007		
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Year 1	PHA FY: 2008			PHA FY: 2008		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PHA WIDE	Operations-1406	186,275.00	TX 08-08	Dwelling Structures-1460	
	PHA WIDE	Management Improvements-1408	31,000.00	Clairelaine Gardens	Renovations of kitchen, bath and living areas	
		CFP-Staff Training	20,000.00	Phase II	to include: lavatory, toilet, bath tub, bath vanity,	
		Drug Elimination Plan	9,000.00		interior doors, drywall replacement, interior/	
		Consultant Fee	2,000.00		exterior lights, VCT floors, kitchen cabinets,	
Annual	PHA WIDE	Administration-1410	215,000.00		counter tops, range hoods, paint interior doors	
		Salaries and benefits	200,000.00		replace wall heaters and electrical upgrades.	
		Sundry	10,000.00		Asbestos abatement.	
	PHA WIDE	Audit-1411	5,000.00		36 Units	972,000.00
		Fees and Costs-1430	147,000.00			
		A & E	102,000.00			
		Printing	5,000.00	Tx 08-10C	Dwelling Structures-1460	
		State Fees and Inspection Fees	15,000.00	Parkway Homes I	Renovations of kitchen, bath and living areas	
		Asbestos Survey/LBP Survey	25,000.00		to include: lavatory, toilet, bath tub, bath vanity,	
					interior doors, drywall replacement, interior/	
	PHA WIDE	Site Improvements-1450	100,796.00		exterior lights, VCT floors, kitchen cabinets,	
		Road repair, parking lots, sidewalks, ADA ramps	100,796.00		counter tops, range hoods, paint interior doors,	
		ADA accessibility, ADA compliance			and electrical upgrades. Asbestos abatement.	
Statement					22 Units	650,000.00
		Dwelling Equipment-Non Expendable-1465	34,800.00			
	TX 08-10A	Stoves & Refrigerators Clairelaine PH-II 36	21,600.00			
		Stoves & Refrigerators Parkway Homes I 22	13,200.00			
	PHA WIDE	Non-Dwelling Structures-1470	0.00			
			0.00			
	PHA WIDE	Non-Dwelling Equipment-1475	31,936.00			
		Vehicle(s)/Equipment	31,936.00			
		Relocation Costs-1495	31,900.00			
	TX 08-10A	Clairelaine Phase II 36	22,000.00			
		Parkway Homes I 22	9,900.00			
		Contingency-1502	90,000.00			
		<b>TOTAL CFP ESTIMATED COST</b>	<b>868,707.00</b>		<b>TOTAL CFP ESTIMATED COST</b>	<b>1,622,000.00</b>

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

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*PHA Plans for the  
Housing Authority of the  
City of Corpus Christi*

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

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

## PHA Plan Agency Identification

**PHA Name:** *Housing Authority of the City of Corpus Christi*

**PHA Number:** *TX008*

**PHA Fiscal Year Beginning:** *10/2003*

### Public Access to Information

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

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

### Display Locations for PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA web-site
- 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.
- The PHA's mission is: (state mission here)

*The Corpus Christi Housing Authority is committed to building and maintaining affordable housing for the low to mixed income residents in our community, without discrimination. We seek to promote safe neighborhoods by partnering with individuals and organizations to provide housing, employment opportunities and education benefits for eligible individuals to improve their quality of life.*

*CCHA's mission shall be accomplished via a fiscally responsible entrepreneurial organization committed to the highest level of professionalism and excellence in public service.*

## **B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA's 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.) PHA's should identify these measures in the spaces to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers: *As NOFA's are published*
  - Reduce public housing vacancies: *Maintain not greater than 5% rate.*
  - Leverage private or other public funds to create additional housing opportunities
  - Acquire or build units or developments
  - Other (list below)

***Progress Statement:*** *Development of new mixed housing units using conventional financing in the market place with 221(d)(3) FHA mortgage insurance and the use of Section 8 assisted home ownership.*

- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)  
*Maintain passing PHAS score*
  - Improve voucher management: (SEMAP score)  
*Maintain passing SEMAP score*
  - Increase customer satisfaction: *Restore trust with residents.*
  - Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections) *All areas of operations;*
  - Renovate or modernize public housing units;
  - Demolish or dispose of obsolete public housing: *Future plans to demolish Armada II total of 400 units;*
  - Provide replacement public housing;
  - Provide replacement vouchers.
  - Other: (list below)

***Progress Statement:*** *During FY 2002, the CCHA*

- *Received a PHAS score of 89 and a passing SEMAP score of 79.*
- *Conducted monthly RAB meetings*
- *Provided on-going training to staff on HUD rules and regulations*
- *5-year plan through Capital Fund program to modernize units throughout PHA.*

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling: *Meet monthly to advise residents.*
- Conduct outreach efforts to potential voucher landlords: *Meet with landlord associations; conduct monthly orientations; Chair for Apartment Association Membership Committee.*
- Increase voucher payment standards:
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

**Progress Statement:** *During FY 2002, the CCHA continued to provide voucher mobility counseling to participants at each briefing, annual recertification and transfer and recently increased PS to 110% with BOC approval; CCHA has obtained Board approval to coordinate with a bank and several other agencies for future development.*

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements: *Enhance enforcement of lease termination proceedings and screening of applicants.*
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

**Progress Statement:** *During FY 2002, the CCHA has added security fencing and increased lighting at several sites. The Housing Authority will continue to communicate and coordinate with the City of Corpus Christi Directed Police Patrol Program. CCHA has set up a Crime Lead Hotline to allow residents to anonymously report criminal activity on property.*

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- Increase the number and percentage of employed persons in assisted families: *Implement educational/training opportunities.*
  - Provide or attract supportive services to improve assistance recipients' employability: *Train for available jobs.*
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)

**Progress Statement:** *During FY 2002, the CCHA has:*

- *Developed partnerships with several local agencies, including Workforce network, Del Mar College, Adult Learning Center, and others to increase available resources to residents. Free GED classes are offered on site daily. In FY 2002, CCHA organized the second annual Community Career Expo, and many businesses made job opportunities available to GED students. Continued utilization of a computer center, which was added to CCHA through a Weed & Seed grant. CCHA has also changed the requirement of employment for some positions from "GED required" to "enrolled in GED program," broadening the opportunities to residents.*
- *CCHA provides referrals for childcare to all residents enrolled in CCHA GED classes. To assist with transportation, bus tokens are available for residents seeking employment or attending school. CCHA has a partnership with Dress for Success, who has provided many professional outfits to residents. Other supportive services include resources for victims of domestic violence, assistance with obtaining household items, medical and dental care, parenting classes, and conflict resolution.*
- *Partnered with several community agencies to assist elderly and residents. Including the Food Bank, Senior Companions, Senior Friends, and other local agencies. Assistance is provided for medical care, transportation, and daily living activities.*

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

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

**Progress Statement:** *During FY 2002, the PHA was successful in achieving the objectives listed above and activities will continue as indicated.*

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

*Finance Department Goals and Objectives:*

*The Finance Department of the Housing Authority of the City of Corpus Christi is responsible for all financial activities of the Housing Authority. These activities include: employee payroll processing, accounts payable, accounts receivable, banking relationships, and preparing annual budgets. Current staff includes: the Director of Finance, Accounting Supervisor, Control Accountant, Accounts Payable Clerk, Accounts Receivable Clerk, and Payroll Technician.*

*In addition to the primary duties of the Finance Department, the staff also works with external auditors who perform an annual examination of the accounting and operational functions of the Housing Authority. The Finance staff also maintains a working relationship with the Housing and Urban Development officials at the local field office in San Antonio, Texas.*

*During fiscal year 2003, the Finance Team was challenged to make the general ledger system a more useful tool and as a result, the general ledger is now functioning properly. The Board of Commissioners and the Executive staff are currently provided with timely and accurate financial information.*

*The next challenge for the Finance Team will be to design a desk operations manual. Each finance staff member will have written procedures to utilize as needed. In addition, cross training continues to be a priority.*

*Since all functions within the Housing Authority have a financial component, maintaining and strengthening departmental relationships is a continuous goal of the Finance Staff.*

**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.

*Three score and five years ago, this great nation enacted the Housing Act of 1937 to provide safe, sanitary and decent housing to its disadvantaged citizens. It is a great privilege to be associated with the results of that Act today in the year of our Lord 2003.*

*Delineated below is a brief summary of the Corpus Christi Housing Authority's priorities for FY 2004:*

- *To manage assets more efficiently and economically.*
- *To ensure that more effective tenant relationships are implemented.*
- *To train staff to be the highest professional standards attainable.*
- *To promote goodwill within and throughout the community and therein effect greater acceptability for affordable housing alternatives.*
- *To create more affordable housing by leveraging assets and utilizing the market place for financing mechanisms.*
- *To create housing that facilitates economic opportunities for its residents by providing retail business space with new urban design housing/commercial centers.*
- *Demolish the La Armadas (Circa 1938) and replace them with new urban designs that will service people into the twenty-first century.*

### **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>
<b>Annual Plan</b>	
i. Annual Plan Type	1
ii. Executive Summary of the Annual PHA Plan	1
iii. Annual Plan Table of Contents	2
1. Housing Needs	7
2. Financial Resources	13
3. Policies on Eligibility, Selection and Admissions	14
4. Rent Determination Policies	21
5. Operations and Management Policies	25
6. Grievance Procedures	27
7. Capital Improvement Needs	28
8. Demolition and Disposition	30
9. Designation of Housing	31
10. Conversions of Public Housing	32
11. Homeownership	33
12. Community Service Programs	35
13. Crime and Safety	37
14. Pets (Inactive for January 1 PHA's)	40
15. Civil Rights Certifications (included with PHA Plan Certifications)	40
16. Audit	41
17. Asset Management	41
18. Other Information	41

## 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 *TX008a02*
- FY 2003 Capital Fund Program Annual Statement *TX008b02*
- FY 2003 Capital Fund Program 5 Year Action Plan *TX008c02*
- Most recent board-approved operating budget (Required Attachment for PHA's that are troubled or at risk of being designated troubled ONLY)
- PHA Management Organizational Chart *TX008u02*
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) *none received*
- Other (List below, providing each attachment name)
  - De-concentration and Income Mixing Requirement TX008d02*
  - Voluntary Conversion Initial Assessment TX008e02*
  - Section 8 Homeownership Capacity Statement TX008f02*
  - Section 8 Project Based Voucher/New Mixed Housing Developments TX008g02*
  - Substantial Deviation and Significant Amendment or Modification TX008h02*
  - Resident Membership on PHA Board or Governing Body TX008i02*
  - Membership of Resident Advisory Board or Boards TX008j02*
  - Progress Statement TX008k02*
  - Summary of Policy or Program Changes for the Upcoming Year TX008l02*
  - FY 2003 Replacement Housing Fund TX008m02*
  - FY 2002 CFP P & E for 3/31/03 TX008n02*
  - FY 2002 RHF P & E for 3/31/03 TX008o02*
  - FY 2001 CFP P & E for 3/31/03 TX008p02*
  - FY 2001 RHF P & E for 3/31/03 TX008q02*
  - FY 2000 CFP P & E for 3/31/03 TX008r02*
  - Resident Survey Follow-up Plan TX008s02*
  - RAB Comments TX008t02*
  - HACC Pet Ownership Policy TX008w02*
  - Community Services and Economic Self-sufficiency Requirement TX008x02*

Supporting Documents Available for Review

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	A & O Policy	
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
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
N/A	Approved or submitted public housing homeownership programs/plans <i>based on collaborative effort</i>	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-sufficiency
X	The most recent Public Housing Drug Elimination Program	Annual Plan: Safety and

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	(PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHA's: MOA/Recovery Plan	Troubled PHA's
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Approved or submitted homeownership programs/plans <i>based on collaborative effort</i>	

# 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	8125	5	4	5	NA	4	NA
Income >30% but <=50% of AMI	5332	5	5	5	NA	3	NA
Income >50% but <80% of AMI	6863	5	3	3	NA	2	NA
Elderly	3328	5	4	5	NA	3	NA
Families with Disabilities	*NA	N/A	N/A	N/A	N/A	N/A	N/A
<i>Caucasian</i>	7492	4	3	4	NA	3	2
<i>African-American</i>	1609	5	4	5	NA	5	3
<i>Hispanic</i>	10855	5	5	5	NA	5	4

\* This information is unavailable at this time.

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: *1990 figures*
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset  
*1990*
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHA's 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/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	408		242
Extremely low income <=30% AMI	326	80	
Very low income (>30% but <=50% AMI)	82	20	
Low income (>50% but <80% AMI)	0	0	
Families with children	325	80	
Elderly families	19	5	
Families with Disabilities	67	16	
<i>Caucasian</i>	319	78	
<i>African-American</i>	75	18	
<i>American Indian</i>	1	0	
<i>Other</i>	0	0	
<i>Asian</i>	13	3	
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
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)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? <i>2 months</i>			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing

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

If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	636		708
Extremely low income <=30% AMI	511	80%	
Very low income (>30% but <=50% AMI)	111	18%	
Low income (>50% but <80% AMI)	14	2%	
Families with children	399	63%	
Elderly families	51	8%	
Families with Disabilities	186	29%	
<i>Caucasian</i>	560	88%	
<i>African-American</i>	68	10%	
<i>American Indian</i>	4	1%	
<i>Asian</i>	4	1%	
<i>Other</i>	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	237	37%	N/A
2 BR	225	36%	N/A
3 BR	154	24%	N/A
4 BR	20	3%	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)?  No  Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

### C. Strategy for Addressing Needs

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

#### **(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply *N/A*

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	3,297,742.00	
b) Public Housing Capital Fund	2,799,540.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	6,414,831.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds) <i>N/A: No funds available</i>	0.00	
g) Resident Opportunity and Self-sufficiency Grants	30,000.00	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (un-obligated funds only) (list below) As of 3/31/03</b>		
2000 CFP	0.00	Public housing capital improvements
2001 CFP	986,022.11	Public housing capital improvements
2002 CFP	2,661,289.68	Public housing capital improvements
2001 RHF	394,932.00	Public housing replacement housing
2002 RHF	386,612.00	Public housing replacement housing
2000 PHDEP	0.00	Public housing safety & security
2001 PHDEP	171,364.87	Public housing safety & security
ROSS	0.00	Public housing supportive services
<b>Sub-total</b>	<b>17,142,333.66</b>	
<b>3. Public Housing Dwelling Rental Income</b>		
	<b>2,098,000.00</b>	Public housing operations
<b>4. Other income (list below)</b>		
<i>Interest on investments:</i>	15,000.00	71,950.00
<i>Other income:</i>		
<i>Laundry receipts</i>	5,900.00	
<i>Pay phone</i>	50.00	
<i>Late fees</i>	40,000.00	
<i>Court costs</i>	1,000.00	
<i>Repair charges</i>	10,000.00	
<b>5. Non-federal sources (list below)</b>		
<b>Sub-total</b>	<b>2,169,950.00</b>	
<b>Total Resources</b>		
	<b>19,312,283.66</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

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

Exemptions: PHA's that do not administer public housing are not required to complete sub-component 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: (90 days)
- Other: (describe)
- *Families are prescreened at the time of application to verify their criminal history and their obligations to any other housing authority and their citizenship status. Once they pass the criteria, they are placed on the waiting list and they remain until they are within 90 days from being housed. Once they reach that point, they are brought in to verify that they are income eligible for admission to public housing.*

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe):
- *Citizenship Status,*
  - *Previous Landlord comments.*

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

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

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

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

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

- Community-wide list

- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

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

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

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

*The PHA does not operate site-based waiting lists*

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

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

If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously?

If yes, how many lists?

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

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

### **(3) Assignment**

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

- One
- Two
- Three or more

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below) *N/A*

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs

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

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.

Former Federal preferences: *N/A*

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

Other preferences (select all that apply) *N/A*

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

4. Relationship of preferences to income targeting requirements:

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

### **(5) Occupancy**

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

- The PHA-resident lease

- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials (lease orientations are conducted on a weekly basis)
- Other source (list)

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

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

**(6) Deconcentration and Income Mixing** (see attachment TX008d03)

**B. Section 8**

Exemptions: PHA's 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)
  - *Criminal History Report*

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

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

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

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

- Criminal or drug-related activity
- Other (describe below)
  - *Participants last known mailing address*

- *Former landlords name and mailing address*

**(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:

- *The PHA will grant one 30-day extension if the family can verify that they have been actively searching for a unit since the initial issue date.*

**(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 sub-component **(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 *N/A*

- 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) *N/A*

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

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.

Former Federal preferences *N/A*

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

Other preferences (select all that apply) *N/A*

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

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

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

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

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

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

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

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

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

- The Section 8 Administrative Plan  
 Briefing sessions and written materials  
 Other (list below)

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

- Through published notices  
 Other (list below)

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

[24 CFR Part 903.7 9 (d)]

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

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below: *Resident must provide verification to the agency of changes in income and adjustment will be made.*

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

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

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

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

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

- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

- 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) *N/A*

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

f. Rent re-determinations:

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

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

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

## **(2) Flat Rents**

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

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

Exemptions: PHA's 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) *N/A*

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

Other (list below)

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

FMR's are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

Reflects market or sub-market

To increase housing options for families

Other (list below)

- *To assist the implementation of the Section 8 Homeownership program.*

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) *Resident must provide verification to the agency of changes in income and adjustment will be made.*

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHA's are not required to complete this section. Section 8 only PHA's 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. (TX008p03)

A brief description of the management structure and organization of the PHA follows:

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	1664	240
Section 8 Vouchers	899	157
Section 8 Certificates	0	0
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0
Public Housing Drug Elimination Program (PHDEP)		
Vouchers for Disabled	0	0
Other Federal Programs(list individually)		
Elderly Services Coordinator	264	0

**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)

- 🕒 Work Order System
- 🕒 Pest Eradication Policy
- 🕒 Maintenance Plan

- 🕒 *UPCS Physical Inspector's Field Guide*
- 🕒 *Admissions and Occupancy Policy*
- 🕒 *Fair Housing Policy*
- 🕒 *Grievance Procedures*
- 🕒 *Tenant Selection and Assignment Plan*
- 🕒 *Community Services and Economic Self-sufficiency Requirement*
- 🕒 *Special Accommodations Policy*
- 🕒 *Termination and Eviction*
- 🕒 *Transfer and Transfer Waiting List*
- 🕒 *Section 3 Plan*
- 🕒 *Pet Policy for Families*
- 🕒 *Pet Policy for Elderly*
- 🕒 *Procurement Policy*
- 🕒 *Personnel Policy*

(2) Section 8 Management: (list below)

- 🕒 *Section 8 Administrative Plan*
- 🕒 *SEMAP Procedures*

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHA's are not required to complete component 6. Section 8-Only PHA's 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: *N/A*

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: *N/A*

2. Which PHA office should applicants or assisted family's 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 PHA's are not required to complete this component and may skip to Component 8.

### A. Capital Fund Activities

Exemptions from sub-component 7A: PHA's that will not participate in the Capital Fund Program may skip to component 7B. All other PHA's 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) *TX008b03*

-or-

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

#### (2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) *TX008c03*

-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 PHA's 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: *N/A*

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:  
*The PHA will be conducting replacement activities consisting of 235 mixed-income apartments.*

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHA's 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.) *Subject to the availability of funds.*

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <i>La Armada II</i>
1b. Development (project) number: <i>806</i>
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <i>(09/30/04)</i>
5. Number of units affected: <i>400</i>
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <i>FY 2004</i> b. Projected end date of activity: <i>FY 2007</i>

**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 PHA's are not required to complete this section.

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA’s Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission:	
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 PHA's are not required to complete this section.

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

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

#### 2. Activity Description

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

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

submitted or approved:

- Units addressed in a pending or approved HOPE VI demolition application  
(date submitted or approved: )
- Units addressed in a pending or approved HOPE VI Revitalization Plan  
(date submitted or approved: )
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

*Voluntary Conversion Initial Assessment – attachment TX008e03*

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHA's 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. PHA's completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

**Public Housing Homeownership Activity Description**  
**(Complete one for each development affected)**

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

*Section 8 Homeownership Capacity Statement – attachment TX008f03*

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

[24 CFR Part 903.7 9 (1)]

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

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

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? *03/28/2001*

*Note: HACC has current MOU's with:*

- *City of Corpus Christi SEEDTECH Program-signed 10/30/2000*
- *City of Corpus Christi Weed & Seed-signed 02/06/2002*
- *Workforce Network, Inc.-signed 02/23/2001*
- *MHMR-signed 04/08/2002*
- *Corpus Christi Independent School District Adult Learning Center-signed 04/17/2001*

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 - *GED*  
 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) *None*

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>FSS – Public Housing</i>	<i>18</i>	<i>Waiting List</i>	<i>PHA Main Office</i>	<i>Public Housing</i>

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
<i>Section 8</i>	<i>20</i>	<i>Agency has until September 30, 2003 to implement per HUD</i>

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

*The CCHA was granted an exception waiver from HUD to be applied to 2002 and 2003 SEMAP. The CCHA is currently in process of restructuring FSS Program for implementation beginning FY 2004.*

#### **FY04 CCHA PHA Plan: Family Self-Sufficiency Program**

1. The CCHA will continue having existing participants and new admissions complete an FSS Interest Survey.
2. The CCHA will apply for any grants relating to an FSS Coordinator's salary.
3. The CCHA will budget for an FSS Coordinator position for FY04 in the event that a grant is not authorized.
4. The CCHA will advertise for the coordinator's vacant position in August 2003 with a projected date of hire for September 2003.
5. Effective September 2003, the CCHA will begin the screening of interested applicants for the FSS program with a projected goal of contracting the minimum 20 participants by January 1, 2004.

#### **C. Welfare Benefit Reductions**

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

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

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

*Community Services and Economic Self-sufficiency Requirement: TX008r03*

#### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

- a. *George Wiggins Homes*
- b. *Navarro Place*
- c. *D. N. Leathers*
- d. *La Armada I*
- e. *La Armada II*
- f. *La Armada III*
- g. *Clairelaine Gardens*
- h. *Parkway Homes I*
- i. *Treyway Terrace*
- j. *Ruthmary Price Place*
- k. *McKinzie Manor I*
- l. *Parkway Homes II*
- m. *Leeward Homes*

- n. *Andy Alaniz Gardens I*
- o. *Andy Alaniz Gardens II*
- p. *McKinzie Manor II*

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

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

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

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

- a. *George Wiggins Homes*
- b. *Navarro Place*
- c. *D. N. Leathers*
- d. *La Armada I*
- e. *La Armada II*
- f. *La Armada III*
- g. *Clairelaine Gardens*
- h. *Parkway Homes I*
- i. *Treyway Terrace*
- j. *Ruthmary Price Place*
- k. *McKinzie Manor I*
- l. *Parkway Homes II*
- m. *Leeward Homes*
- n. *Andy Alaniz Gardens I*
- o. *Andy Alaniz Gardens II*
- p. *McKinzie Manor II*

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

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action

- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents (*addition*)
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

- a. *George Wiggins Homes*
- b. *Navarro Place*
- c. *D. N. Leathers*
- d. *La Armada I*
- e. *La Armada II*
- f. *La Armada III*
- g. *Clairelaine Gardens*
- h. *Parkway Homes I*
- i. *Treyway Terrace*
- j. *Ruthmary Price Place*
- k. *McKinzie Manor I*
- l. *Parkway Homes II*
- m. *Leeward Homes*
- n. *Andy Alaniz Gardens I*
- o. *Andy Alaniz Gardens II*
- p. *McKinzie Manor II*

**D. Additional information as required by PHDEP/PHDEP Plan *no longer required***

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

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

*HACC Pet Ownership Policy – attachment TX008q03*

**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? 8
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 PHA's are not required to complete this component. High performing and small PHA's 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? (*Comments were solicited*)

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

Attached at Attachment (File name)

Provided below:

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

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

The PHA changed portions of the PHA Plan in response to comments

List changes below:

Other: (list below)

*Comments were solicited, however, none were received-attachment TX008n03*

### **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) *N/A*

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) *N/A*

- 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: (*City of Corpus Christi, Texas*)
  
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - Other: (list below)
  
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
  - *Promote adequate affordable housing*
  - *Promote economic opportunity*
  - *Promote a suitable living environment without discrimination*

**D. Other Information Required by HUD**

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

**Attachments**

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