

**U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing**

PHAPlans

5YearPlanforFiscalYears2003 -2007
AnnualPlanforFiscalYear2003

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBE COMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

PHA Plan Agency Identification

PHAName: MISSIONHOUSINGAUTHORITY

PHANumber: TX046

PHAFiscalYearBeginning: 07/2003

Public Access to Information

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

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

Display Locations for PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
 [24CFRPart903.5]

A.Mission

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

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

The PHA's mission is: to ensure that all Clients are afforded safe, decent and sanitary living conditions in all programs administered by this Authority. We pledge to provide courteous and professional service and assistance to everyone. We, along with our Board of Commissioners, Tenant Advisory board and Resident councils, will strive to make the Mission Housing Authority - "the best it can be"

B.Goals

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

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

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

- Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score) 81
Mission Housing Authority is appealing the score at this time
- Increase customer satisfaction:
- Concentrate on effort to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach effort to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
Mission Housing Authority currently has a homeownership program funded through the Texas Department of Housing and Community Affairs
 - Implement public housing site -based wait in lists:
 - Convert public housing to vouchers:
 - Other: (list below)

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

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
Mission Housing Authority has been doing this for a number of years but it has been difficult to retain them. Because of low mortgage rates for a time home buyers and program sevens like our own homeownership program many of these higher income families are leaving our traditional Public Housing Developments st
 - 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:
- Designated developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

Objectives:

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

Other PHA Goals and Objectives: (list below)

AnnualPHAPlan
PHAFiscalYea r2002
 [24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

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

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiat ivesand discretionary policiesthePHAhasincludedintheAnnualPlan.

TheMissionHousingAuthorityisaHighPerformingAgencywhichhas developedahighlysuccessfulNon -Profitorganizationtitle“Cotode Casa,Inc.thisorganizationisresponsible forprovidinglow -income familieswithnewandaffordablehomes,atrealisticprices.Inaddition, wearethepimecontributorsofgoodsandservicestonumerousSocial ServiceAgenciesinourcommunity,suchasHidalgoCountyHeadStart andFamilyself -sufficiency(FSS)programs.TheMissionPHAFSS programhasanoutstandingrecordofcollegegraduates.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

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

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Attachments

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

Required Attachments: (*attachments are included on the last pages of this file*)

- Admissions Policy for Deconcentration (appendix g) (p.65)
- FY2003 Capital Fund Program Annual Statement (p.49)
- Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments: (*attachments are included on the last pages of this file*)

- PHA Management Organizational Chart (p.63)

- FY2003 Capital Fund Program 5 Year Action Plan (p.54)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (*see page 62*)
- Other (List below, providing each attachment name)
- Substantial Deviation from the 5 year plan: (*see page 68*)
- P&ER report for CFP501 -00 Attached File **CFP501-00** (*see page 71*)
- P&ER report for CFP501 -01 Attached File **CFP501-01** (*see page 78*)
- P&ER report for CFP501 -02 Attached File **CFP501-02** (*see page 87*)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certification 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 the local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certification of compliance with deconcentration requirements (section 16(a) of the US	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	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	
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 A&O Policy	Annual Plan: Rent Determination
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
X	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 HOPEVI applications or, if more recent, approved or submitted HOPEVI 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 home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	<input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self - Sufficiency
X 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 residents services grant) grant program reports	Annual Plan: Community Service & Self - Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi - annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
N/A	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
N/A		

1. Statement of Housing Needs

[24CFR Part 903.79(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 the 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	352	4	4	2	2	2	2
Income > 30% but ≤ 50% of AMI	19	1	4	2	2	2	2
Income > 50% but < 80% of AMI	3	1	1	1	1	1	1
Elderly	75	1	2	3	2	3	2
Families with	13	1	2	2	2	2	2

Housing Need of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Disabilities							
Race/Ethnicity	6	1	3	3	2	3	3
Race/Ethnicity	220	1	3	3	3	3	2
Race/Ethnicity	1	3	3	3	2	3	2
Race/Ethnicity	1	1	1	1	1	1	1

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: FY2001
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

**B. Housing Need 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 may provide separate tables for site -based or sub-jurisdictional public housing waiting lists at their option.

Housing Need of Families on the Waiting List

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input type="checkbox"/> Section8tenant -basedassistance			
<input checked="" type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	853		329
Extremely low income<=30%AMI	519	60	
Verylowincome (>30%but<=50%AMI)	248	29	
Lowincome (>50%but<80%AMI)	86	10	
Familieswith children	659	76	
Elderlyfamilies	97	23	
Familieswith Disabilities	97	8.2	
Race/ethnicity (1h)	5	1.6	
Race/ethnicity(2)	1	.4	
Race/ethnicity(1h)	847	98	
Race/ethnicity	0	0	
Characteristicsby BedroomSize (PublicHousing Only)			
1BR	104	12	3
2BR	301	36	58
3BR	434	51	13
4BR	14	1	1
5BR	0	0	
5+BR	0	0	

HousingNeedsofFamiliesontheWaitingList	
Isthewaitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
Ifyes:	
Howlonghasitbeenclosed(#ofmonths)?	
DoesthePHAexpecttoreopentheListinthePHAPlanyear? <input type="checkbox"/> No <input type="checkbox"/> Yes	
DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenifgenerallyclosed? <input type="checkbox"/> No <input type="checkbox"/> Yes	

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input checked="" type="checkbox"/> Section8tenant -basedassistance			
<input type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	853		
Extremelylow income<=30%AMI	519	60	
Verylowincome (>30%but<=50%AMI)	248		
Lowincome (>50%but<80%AMI)	86	10	
Familieswith children	659	48	
Elderlyfamilies	77	23	
Familieswith	27	8.2	

Housing Needs of Families on the Waiting List			
Disabilities			
Race/ethnicity(1h)	5	1.6	
Race/ethnicity(2)	1	.4	
Race/ethnicity(1h)	847	98	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	104	31.6	
2BR	301	30.6	
3BR	444	33.4	
4BR	14	4.2	
5BR	0	0	
5+BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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 financed development

- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease -uprates 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 -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working

As per policy the Mission Housing Authority does give preference to families that are on the Waiting List and Working

- Adopt rent policies to support and encourage work
 Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	372,569	
b) Public Housing Capital Fund	404,960	
c) HOPEVI Revitalization	-0-	
d) HOPEVI Demolition	-0-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,350,864	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	NA	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
Development Council grant For activities for the elderly	17,446	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)	N/A	
3. Public Housing Dwelling Rental Income	391,850	
4. Other income (list below)	N/A	
4. Non -federal sources (list below)	N/A	
Total resources	3,537,689	

3. PHA Policies Governing Eligibility, Section, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
20
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) *The Housing Authority also verifies eligibility at time of application*

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

- Criminal or Drug-related activity

- Rental history
 Housekeeping
 Other (describe)

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

(2) Waiting List Organization

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

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

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

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

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

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

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

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

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

- PHA main administrative office
 All PHA development management offices

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- 1 Emergencies
- 4 Overhoused
- 3 Underhoused
- 2 Medical justification
- 5 Administrative reasons determined by the PHA (e.g., to permit modernization work)
- 6 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)

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

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

1Da teandTime

Former Federal preferences:

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

Other preferences (select all that apply)

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

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

Applicants currently enrolled at higher learning institution and interested in participating in the PHA's Family Self Sufficiency program.

4. Relationship of preference to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) development studies determine concentrations of poverty indicate the

need for measures to promote deconcentration of poverty or income mixing?

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

c. If the answer to b was yes, what changes were adopted? (select all that apply)

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

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

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

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

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

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

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

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

B. Section 8

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

(1) Eligibility

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

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

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

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

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

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

- Criminal or drug -related activity
- Other (describe below) *Rental History and Conviction of felonious crimes*

(2) Waiting List Organization

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

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

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

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 85% of all new admission to the section 8 program to families at or below 30% of median area income?

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
 Veterans and veterans' families
 Residents who live and/or work in your jurisdiction
 Those enrolled currently in educational, training, or upward mobility programs
 Household that contribute to meeting income goals (broad range of incomes)

- Householdsthatcontributetomeetingincomerequiremen ts(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobilityprograms
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)

3.IfthePHAwillemployadmiss ionspreferences,pleaseprioritizebyplacinga“1”in thespacethatrepresentsyourfirstpriority,a“2”intheboxrepresentingyour second priority,andsoon.Ifyougiveequalweighttooneormoreofthese choices(either throughanabsolute hierarchyorthroughapointsystem),placethe samenumbertto each.Thatmeansyoucanuse“1”morethanonce,“2”more thanonce,etc.

1 DateandTime

FormerFederalpreferences

- InvoluntaryDisplacement(Disaster, GovernmentAction,ActionofHousing Owner,Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden

Otherpreferences(selectall thatapply)

- 2 Workingfamiliesandthoseunabletoworkbecauseofageordisability
- 1 Veteransandveterans’families
- 1 Residentstwholiveand/orworkinyourjurisdiction
- 1 Thoseenro lledcurrentlyineducational,training,orupwardmobilityprograms
- 2 Householdsthatcontributetomeetingincomegoals(broadrangeofincomes)
- 1 Householdsthatcontributetomeetingincomerequirements(targeting)
- 2 Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- 2 Victimsofreprisalsorhatecrimes
- 2 Otherpreference(s)(listbelow)

Applicantscurrentlyenrolledathigherlearnin ginstitutionandinterestedin participatinginthePHA’sFamilySelfSufficiencyprogram.

4.Amongapplicantsonthewaitinglistwithequalpreferencestatus,howare applicantsselected?(selectone)

- Dateandtimeofapplication
- Drawing(lottery)orotherrandomchoicetechnique

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHA 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---

- ThePHAemploysdiscretionarypoliciesfordeterminingincomebasedrent(If selected,continuetquestionb.)

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:

1. If the income is so unstable the PHA will set up a temporary Total Tenant Payment until a more stable TTP can be determined by the PHA

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)

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

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

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

f. Rent determination:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant -Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies .

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burden 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)

Death of an immediate family member, specifically the head or spouse.

5. Operations and Management

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	270	15%
Section 8 Vouchers	675	8%
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
All developments	270	
Other Federal Programs (list individually)		

C. Management and Maintenance Policies

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

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

Infestation Procedures, Occupancy Policy, Administrative Plan, FSS Action Plan, Section 8 Procedures, and Maintenance Safety Procedures, Office Safety Procedures

(2) Section 8 Management: (list below)

Administrative Plan, FSS Action Plan, Office Safety Procedures

6. PHA Grievance Procedures

[24CFR Part 903.79(f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant -Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based

assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79(g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2)Optional5 -YearActionPlan

Agenciesareencouragedtoincludea5 -YearActionPlancoveringcapitalworkitems.Thisstatementcan becompletedbyusingthe5YearActionPlantableprovidedinthetablelibraryattheendofthePHAPlan template **OR**bycompletingandattachingaproperlyupdatedHUD -52834.

a. Yes No: IsthePHAprovidinganoptional5 -YearActionPlanfortheCapital Fund?(ifno,skiptosub -component7B)

b.Ifestoquestiona,selectone:

TheCapitalFundProgram5 -YearActionPlanisprovided asanattachmenttothe PHAPlanatAttachment(statename

-or-

TheCapitalFundProgram5 -YearActionPlanisprovidedbelow:(ifselected, copytheCFPOptional5YearActionPlanfromtheTableLibraryandinsert here)

B.HOPEVIandPublicHousingDevelopmentandReplacement Activities(Non -CapitalFund)

Applicabilityofsub -component7B:AllPHAsadministeringpublichousing.IdentifyanyapprovedHOPE VIand/orpublichousingdevelopmentorreplacementa ctivitiesnotdescribedintheCapitalFundProgram AnnualStatement.

Yes No:a)HasthePHAreceivedaHOPEVIrevitalizationgrant?(ifno,skip toquestionc;ifyes,provideresponsestoquestionbforeachg rant, copyingandcompletingasmanytimesasnecessary)
 b)StatusofHOPEVIrevitalizationgrant(completeonesetof questionsforeachgrant)

1.Developmentname:

2.Development(project)number:

3.Statusofgrant:(selectthestatementthatbestdes cribesthecurrent status)

- RevitalizationPlanunderdevelopment
- RevitalizationPlansubmitted,pendingapproval
- RevitalizationPlanapproved
- ActivitiespursuanttoanapprovedRevit alizationPlan underway

Yes No:c)DoesthePHAplantoapplyforaHOPEVIRevitalizationgrantin thePlanyear?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year? If yes, list developments or activities below:

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

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/>
Disposition <input type="checkbox"/>

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

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

[24CFR Part 903.79(i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 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 FY1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

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

The Mission Housing Authority believes that only 4 of its 7 developments could be considered for voluntary conversion as per Section 22 of the U.S. Housing Act of 1937. Preliminary assessments show that the operations for those developments at this time do not warrant conversion. However, the Mission Housing Authority has not yet completed

its full assessment. Mission PHA believes that it will complete a full assessment before the end of FY 2002.

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

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

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

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-Sufficiency Programs

[24CFR Part 903.79(l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 04/03/2001

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
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any 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.)

- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24CFR Part 903.79(m)]

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

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

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

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

2. What information or data did the PHA use 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/antidrug programs
- Other (describe below)

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

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

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

- Contracting with outside and/or resident organizations for the provision of crime and/or drug -prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at -risky youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)
- Mission Housing Authority does plan to contract with local law enforcement for above baseline security*

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

All developments are at risk

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents

- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No : N/A 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

[24CFR Part 903.79(n)]

Mission Housing Authority has adopted and implemented a pet policy. Mission PHA does how ever charge a pet deposit. \$150.00 for one dog, \$75.00 for one cat, \$25.00 for 2 gerbals or 2 hamsters. \$25.00 for two birds in a cage.

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

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

16. Fiscal Audit

[24CFR Part 903.79(p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? _____

5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24CFR Part 903.79(q)]

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

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

18. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached as Attachment (Filename)
- Provided below: *(see also Attachment C page 61)*

Tenants desire to have more security, especially scattered sited developments, more counseling activities everything from credit counseling to marital counseling. Tenants are desiring that we finish substantial rehabilitation of the

bathrooms at our Aldea (TX046004) development. Tenants were supportive to the Mission Housing Authority's desire to build a new administrative building.

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:

MHA plan stop to replace reserves about \$100,000 into replacement reserve for the enhancement of entrepreneurial activities for the Public Housing Residents.

- Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was there a resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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) *Resident Commissioner is appointed by the mayor*

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant assistance) -based
- 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: ***THE CITY OF MISSION, 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 Plans.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

D. Other Information Required by HUD

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

ATTACHEMENTS ARE INCLUDED IN THIS FILE

Attachments

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

Attachment A

PHA Plan Table Library

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

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number 501-03 FFY of Grant Approval: (10/01/03)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non - CGP Funds	
2	1406 Operations	80,000
3	1408 Management Improvements	66,298
4	1410 Administration	21,590
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	4,000
8	1440 Site Acquisition	
9	1450 Site Improvement	13,668
10	1460 Dwelling Structures	143,935
11	1465.1 Dwelling Equipment - Nonexpendable	
12	1470 Non Dwelling Structures	
13	1475 Non Dwelling Equipment	20,253
14	1485 Demolition	
15	1490 Replacement Reserve	75,000
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2 - 19)	404,491

Table Library

21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	2,400

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHAWIDE	OPERATIONS The PHA plan to hire a receptionist to assist with incoming phone calls, i.e. Work Orders, complaints, filing and preparing CFP related documents. Also other related costs are the continuation of the Drug Elimination Program	1406	80,000
PHA WIDE	MANAGEMENT IMPROVEMENTS	1408	
	Resident Initiatives Coordinator	1408.01	24,000
	Benefits	1408.02	7,440
	Procurement Officer	1408.03	20,000
	Benefits	1408.04	6,200
	Upgrade Inspection protocol Using Field Computer Software	1408.05	8,658
	Utility Allowance Study	1408.06	0
	Policy Analysis Study	1408.07	0
	Salary Comparability Study	1408.08	0
	Total		66,298

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHAWIDE	ADMINISTRATION		
	Director of Public Housing (prorated)	1410.01	3,375
	Clerical Technical Support	1410.02	15,719
	Benefits	1410.03	5,496
	Subtotal		21,590
	FEES AND COSTS		
	Accounting Fees	1430.01	4,000
		1430.02	
		1430.03	
			4000

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TX046004	DWELLING STRUCTURES Substantial Rehabilitation of Dwelling Units at la Aldea (replace exterior Siding Rear entry doors etc.) Replace windows, install new plumbing	1460 1460.01	118,652
TX046001	Repair roofs at Anacua Village And prepare apartments for Installation of A.C.	1460.02	94,883
	Energy Conservation	1460.03	2,400
PHA WIDE	Landscaping as needed (i.e. shrubs, Natural barriers, top soil And install Sprinkler systems at 15 apartments at Anacua Village	1450.01	13,668
	Grand Total		404,491

AnnualStatement
CapitalFundProgram(CFP)PartII:SupportingTable

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost
	<p style="text-align: center;">Replacement Reserve Enhancement of Entrepreneurial Activities for the public housing residents</p>		

AnnualStatement
CapitalFundProgram(CFP)PartIII:ImplementationSchedule

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)
TX046001	04/30/2005	04/30/2006
TX046002	04/30/2005	04/30/2006
TX046003	04/30/2005	04/30/2006
TX046004	04/30/2005	04/30/2006
TX046010	04/30/2005	04/30/2006
TX046012	04/30/2005	04/30/2006
TX046013	04/30/2005	04/30/2006

ATTACHMENT B

Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PHA WIDE	PHA WIDE	N/A	N/A	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Upgrade automated system			55,000	10-01-03
Training for staff and commissioner on new HUD guidelines			24,000	05-01-04
Resident Initiatives Coordinator			100,000	01-01-04
Hire procurement officer			100,000	12-01-03
Technical Assistance for Residents Councils			6,000	02-01-04
Upgrade Security System at PHA office with Surveillance Rec. Cameras			40,000	04-01-04
Repairs to foundation & Air conditioning system, Repairs to parking areas			24,000	06-01-04
and Beautification of Office Surroundings and Maint. Shop, build storage			2,000	03-01-04
Total estimated cost over next 5 years			351,000	

Optional 5 - Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
TX046001	ANACUA VILLAGE	2	3%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Sewer lines as needed			24,450	11-01-03
Comprehensive Rehab @ 18,058.78 ea and install air condition			348,736	10-01-03
Install sprinkler systems at 14 apartments			45,000	03-01-04
Provide Top Soils as needed			10,000	03-01-04
Provide Weather Stripping as needed			10,000	10-01-03
Repair Foundations 10 buildings			30,000	10-01-04
Replace Gas Stoves 40 ea			13,423	07-01-04
Replace Refrigerators 40 ea			16,191	07-01-04
Repair Sidewalks			15,000	05-01-04
Remove old brittle trees and replace with new ones			3,358	09-01-04
Comprehensive pest eradication			25,000	10-01-03
Total estimated cost over next 5 years			541,158	

Optional 5 - Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
TX046002	PALMPLAZAI	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Comprehensive Rehab on 30 units including new shingles on roof		43,250	11-01-04
Install new interior doors as needed		6,250	08-01-04
Replace water heaters as needed		3,500	10-01-03
Provide Top Soils as needed		3,000	03-01-04
Fix Sidewalks		3,250	03-01-04
Replace Electric Ranges		3,358	07-01-04
Replace Refrigerators		4,428	07-01-04
Comprehensive pest eradication		15,000	10-01-03
Total estimated cost over next 5 years		82,036	

Optional 5 - Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
TX046004	LaAldea	1	2%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Comprehensive Rehab on 48 units including new shingles on roof, replace exterior windows.			169,250	07-01-04
Install new bathroom tile and remove old wainscot at 32 bathrooms			72,800	10-01-03
Pest Eradication			15,000	10-01-03
Provide topsoil as needed			3,000	03-01-04
Provide weatherstripping as needed.			2,000	10-01-03
Install water heaters as needed.			5,000	03-01-04
Total estimated cost over next 5 years			267,050	

Optional 5 - Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
TX059P06010	Scattered Sites	2	6%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)

ComprehensiveRehabonunitsincluding,painting,repairsonwindowsetc.	11,655	10-01-04
PestEradication	15,000	10-01-03
Providetopsoilasneeded	3,000	03-01-04
Provideweatherstrippingasneeded.	2,000	10-01-03
Installwaterheatersasneeded.	1,500	02-01-04
Totalestimatedcostovernext5years	33,155	

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
TX059P06012	Scattered Sites	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Comprehensive Rehabon units including, paining, repair on window setc.			15,500	08-01-04
Pest Eradication			8,000	10-01-03

Provide topsoil as needed	3,000	03-01-04
Provide weatherstripping as needed.	2,000	10-01-03
Install water heaters as needed.	1,500	02-01-03
Replacement Reserve 75,000 for entrepreneurial activities for the residents	75,000	10-01-03

Optional 5 - Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
TX046003	PALM PLAZA II	0	0	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Comprehensive Rehab on 18 units including new shingles on roof			29,950	08-01-04
Install new interior doors as needed			6,250	10-01-03
Replace water heaters as needed			3,500	02-01-04
Provide Topsoil as needed Fix Sidewalks			3,000	03-01-04
Replace Electric Ranges			3,250	07-01-04
Replace Refrigerators			6,583	07-01-04
Comprehensive pest eradication			7,336	10-01-03
Install new lavatory faucets			8,000	10-01-03
Replace furnaces as needed			2,250	11-01-04
Replace Boiler and Water Heaters and Holding tank in engine room Hi - Rise			33,654	10-01-03

	4,000	
Totalestimatedcostovernext5y ears	107,773	

ATTACHMENTC:AdvisoryBoardMembers

AlltermsbeginFebruary1st.

RamiroGarza(Chairman)
901East8thApt10
Mission,Texas78572

NormaEdithRiggins(AdvisoryCouncilMember)
815West1ststreetapt3
Mission,Texas78572

JoeGarza(AdvisoryCouncilMember)
906East8thApt14
Mission,Texas78572

MicaelaGuerrero(AdvisoryCouncilMember)
810MayberryApt209
Mission,Texas78572

RutiloFuentes(ViceChair)
1300AldeaDrive

Mission, Texas 78572

ATTACHMENT D: Resident Membership on the governing board

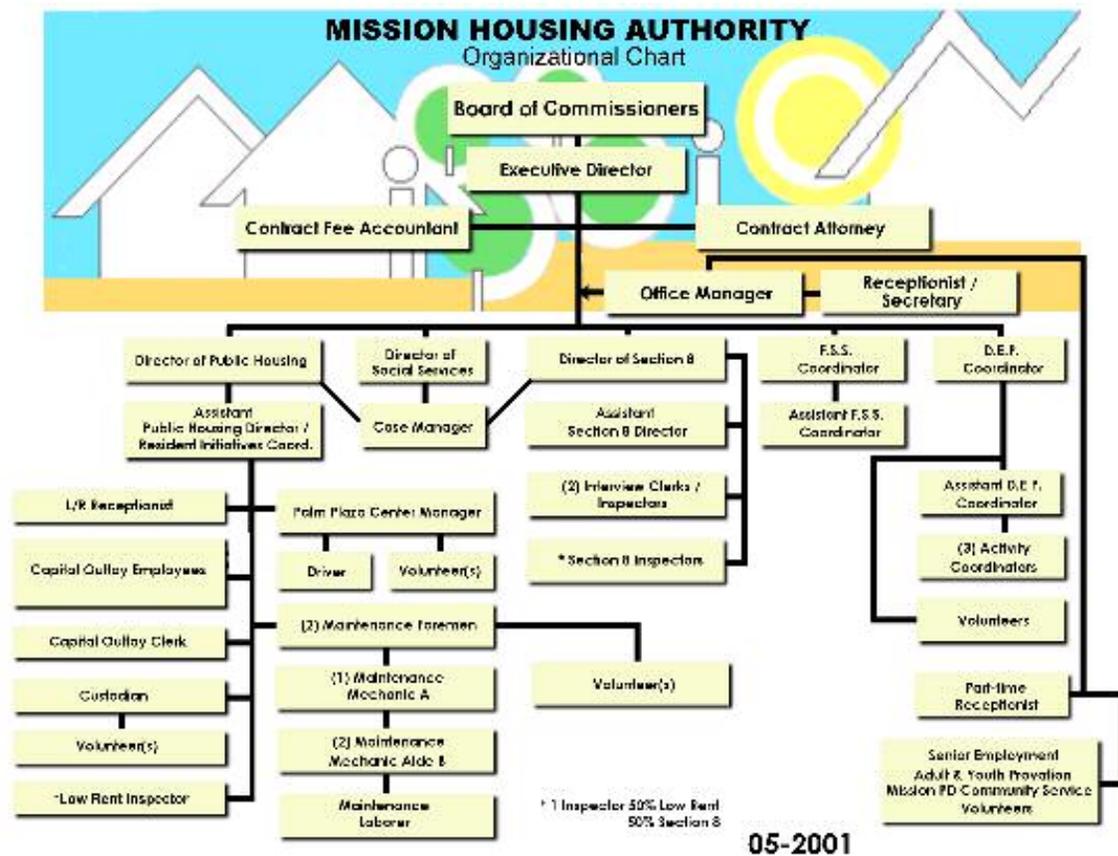
Ms. Flora Saenz is a Family Self Sufficiency participant. She resides at 2117 Lincoln Avenue in Mission, Texas. She is the resident commissioner on the Executive Board of the Mission Housing Authority.

ATTACHMENT E: Statement of progress in meeting 5yr plan

Mission Housing Authority has every intention of meeting all of its goals and objectives stated in its five year plan. PHAS improvement, automation of many of the operations of the Housing Authority, and Modernizing all of its units in order to compete with the private market.

ATTACHMENT F: Description of Community Service Requirements

Mission Housing Authority has implemented a policy where any individual family member over the age of 18, is not a student, is not a nursing mother, is not disabled in accordance with Social Security Administration and the Veterans Administration Regulations, is not employed shall be required to perform community service hours at the Mission HA. The required tie of service hours will be in accordance with the QWRA.



ATTACHEMENTH:

Attachment G: Admissions Policy for Deconcentration

THE FOLLOWING IS AN EXCERPT FROM THE POLICIES FOR DECONCENTRATION AS THEY ARE WRITTEN AND KEPT ON FILE AT THE MISSION HOUSING AUTHORITY

This policy is pre and post submission of four Plan

SECTION X ADMISSION REQUIREMENTS - PRE & POST 1981

The 1937 Housing Act and Amendments contains certain provisions pertaining to the admission of flow - income and very low - income applicants to dwelling units available for occupancy before and after October 1, 1981. These requirements, which PHA's must comply with, are as follows:

1. Units built prior to October 1, 1981

Section 16(a) of the Housing Act of 1937 provides that not more than twenty - five percent (25) of the dwelling units that were available for occupancy under Annual Contributions Contracts (ACC) and Section 8 Housing Assistance Payments Contracts taking effect before October 1, 1981, and that are released on or after that date, shall be available for leasing by low - income families other than very low - income families. HUD reserves the right to limit the admission of flow - income families other than very low - income families to these units.

The 25% figure applies nationwide. Since it is unlikely that the 25% figure will be reached nationwide, HUD has implemented these provisions for "older" developments by placing restrictions on the number of low-income families who are not very low-income families.

The PHA will comply with HUD prescribed reporting requirements that will permit HUD to maintain reasonably current data as to the number of dwelling units assisted in the Public Housing and Indian Housing programs, in which developments for which initial occupancy began before October 1, 1981, and the number of families occupying such units which were admitted on or after July 1, 1984, and were not very low-income families at that time.

2. Units built after October 1, 1981

Section 16(b) of the Housing Act of 1937, as amended, provides that not more than five percent (5%) of the dwelling units that initially became available for occupancy under public housing ACC and Section 8 Housing Assistance Payments Contracts on or after October 1, 1981, shall be available for leasing by low-income families other than very low-income families.

No low-income family other than very low-income families shall, after July 1, 1984, be approved for admission to any unit in a public housing or Indian housing development for which initial occupancy began on or after October 1, 1981, except with prior approval of HUD.

The Cranston-Gonzalez National Affordable Housing Act of 1990 provides that no more than twenty-five (25%) of the units in any development shall be available for occupancy by low-income families other than very low-income families. However, the limitation does not apply to any developments in which low-income families other than very low-income families occupied more than 25% of the units within the development prior to November 28, 1990. Also, the statute provides an exception for units available to prevent displacement. (Reference; 42 U.S.C.A. 1437n(b)(1)).

Consequently, the PHA will not permit the admission of any low -income families to its "new" developments unless HUD approves an exception.

A request by the Authority for approval of Admission of Low -Income families other than Very Low -Income families must state the basis for requesting the exception and provide supporting data.

Bases for exceptions that may be considered by HUD are:

- a. Need for a broader range of residents to obtain full occupancy.
- b. Local commitment to attain occupancy by families with a broad range of incomes.
- c. Need for higher incomes to sustain home ownership eligibility in a home ownership development.
- e. Need to avoid displacing low -income families from a development acquired by the Authority for Rehabilitation.

SUBSTANTIAL DEVIATION FROM THE 5 YEAR PLAN:

Any change to the Mission Statement:

50% delete from or addition to the goals and objectives as a whole;

50% or more decrease in quantifiable measurement of any individual goal and objectives

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Mission Housing Authority		Grant Type and Number Capital Fund Program Grant No: 501-00			Federal FY of Grant: 2000
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/02 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds				
2	1406 Operations	12,480.00	6,514.00	6,514.00	6,514.00
3	1408 Management Improvements	43,600.00	52,524.00	52,524.00	52,524.00
4	1410 Administration	19,722.00	36,793.00	36,793.00	36,793.00
5	1411 Audit				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Mission Housing Authority		Grant Type and Number Capital Fund Program Grant No: 501-00			Federal FY of Grant: 2000
Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/02 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
6	1415 Liquidated Damages				
7	1430 Fees and Costs	16,119.00	14,376.00	14,376.00	14,376.00
8	1440 Site Acquisition				
9	1450 Site Improvement	103,700.00	71,417.00	71,417.00	47,326.00
10	1460 Dwelling Structures	175,339.00	175,339.00	175,339.00	141,158.00
11	1465.1 Dwelling Equipment — Nonexpendable	30,000.00	48,992.00	48,992.00	48,992.00
12	1470 Nondwelling Structures	8,000.00	100.00.00	100.00	100.00
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	0	2,905.00	2,905.00	2,905.00
	Amount of Annual Grant: (sum of lines)	408,960.00	408,960	408,960.00	350,687
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 Compliance				
	Amount of line XX Related to Security — Soft Costs				
	Amount of Line XX Related to Security — Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised			
	Management Improvements								
PHA WID E	Resident Initiatives Coord.		1408.01		22,000.00	25,400.00	25,400.00	25,400.00	Completed
	Benefits		1408.02		5,600.00	6,600.00	6,600.00	6,600.00	Completed
	Maintenance Plan		1408.03		4,000.00	0	0	0	Completed
	Technical Training for PHAS		1408.04		2,000.00	2,000.00	2,000.00	2,000.00	Completed
	Computer Upgrades		1408.05		8,000.00	7,586.00	7,586.00	7,586.00	Completed
	Commissioner's Training		1408.06		2,000.00	2,000.00	2,000.00	2,000.00	Completed
	Copier for office pro -rated				0	8,938.00	8,938.00	8,938.00	
	Total for Management Improvements		1408		43,600.00	52,524.00	52,524.00	52,524.00	Completed
PHA WIDE	Director of Public Housing Prorated		1410.01		3,563.00	5,206.00	5,206.00	5,206.00	Completed
	Clerical Technical Support		1410.02		11,845.00	16,618.00	16,618.00	16,618.00	Completed
	Benefits		1410.03		4,314.00	13,792.00	13,792.00	13,792.00	Completed
	Office Supplies				0	1,177.00	1,177.00	1,177.00	
	Total for Administration		1410		19,722.00	36,793.00	36,793.00	36,793.00	Completed

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-00 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
PHA WIDE	FEES AND COSTS								
	Permits and Inspections		1430.01		3,100.00	0		0	
	Printing Costs		1430.02		3,100.00	2,171.00	2,171.00	2,171.00	
	Accounting Fees		1430.03		5,100.00	8,600.00	8,600.00	8,600.00	
	Sundry Costs		1430.04		1,000.00	0		0	
	A&E Costs		1430.05		3,819.00	3,605.00	3,605.00	3,605.00	
	TOTAL FOR FEES AND COSTS		1430		16,119.00	14,376.00	14,376.00	14,376.00	
TX046001	SITE IMPROVEMENTS								
	Replace 6 sewer lines @ 14,450 ea		1450.01		86,700.00	27,060.00	27,060.00	27,060.00	
	Fix Sidewalks		1450.02		2,000.00	8,416.00	8,416.00	6,416.00	
TX046002	Fix sidewalks		1450.03		2,000.00	9,435.00	9,435.00	7,280.00	
TX046003	Fix sidewalks		1450.04		2,000.00	8,720.00	8,720.00	6,570.00	
TX046004	Fix sidewalks		1450.05		2,000.00	8,786.00	8,786.00	0	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				ORIGINAL	REVISED	Obligated	Expended		
	SITE IMPROVEMENTS (CONT)								
TX046010	Fix mailboxes	1450.06		2,000.00	2,000.00	2,000.00	0	In progress	
	Provide grass as needed	1450.07		5,000.00	5,000.00	5,000.00	0		
TX046012	Provide grass as needed	1450.08		2,000.00	2,000.00	2,000.00	0		
	Total for Site Improvements	1450		103,700.00	71,417.00	71,417.00	47,326.00		
	DWELLING STRUCTURES								
TX04601	Comprehensive Rehabilitation (painting, Drywall repair, installation of vinyl tile)	1460.01		36,552.00		36,552.00	36,552.00		
TX046002	Repair kitchen drain lines as needed	1460.02		2,800.00		2,800.00	2,800.00		
	Install new water heaters as needed	1460.03		3,000.00		3,000.00	3,000.00		
TX046004	Comprehensive Rehabilitation Of 32 bathrooms at this development	1460.04		120,987.00		120,987.00	103,162.00		
TX046010	Minor rehabilitation at scattered sites, i.e. painting, install new mini blinds	1460.05		8,000.00		8,000.00	8,000.00		

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
	DWELLING STRUCTURES CONT.								
TX046012	Minor rehabilitation at scattered sites, i.e. painting, install new mini blinds		1460.06		4,000.00		4,000.00	4,000.00	Completed
	TOTAL FORDWELLING STRUCTURES		1460		175,339.00		175,339.00	141,158.00	
	DWELLING EQUIPMENT								
TX046001	Install A.C. with Duct Work at 10 Elderly units		1465.01		15,000.00	14,058.00	14,058.00	14,058.00	Complete
TX046004	Install A.C. with Duct Work at 10 Elderly units		1465.02		15,000.00	12,592.00	12,592.00	12,592.00	Complete
TX046001	Purchase new refrigerators		1465.03		0.00	22,342.00	22,342.00	22,342.00	Complete
	TOTAL FORDWELLING EQUIPMENT				30,000.00	48,992.00	48,992.00	48,992.00	
	Contingency		1502		0	2,905.00	2,905.00	2,905.00	complete

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHAName: MissionHousingAuthority			Grant Type and Number CapitalFundProgramGrantNo: 501-00 ReplacementHousingFactorGrantNo:				FederalFYofGrant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHAWIDE	Hire receptionist to assist in the daily operations of the agency (i.e. phone calls, walk in setc.)		1406.01		12,480.00	6,514.00	6,514.00	6,514.00	complete
	Grand total for this CFP budget				408,960.00	408,960.00	408,960.00	350,687.00	

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

PHAName:		GrantTypeandNumber CapitalFundProgramNo: 501 -00 ReplacementHousingFactorNo:					FederalFYofGrant: 2000	
DevelopmentNumber Name/HA-Wide Activities	AllFundObligated (QuarterEndingDate)			AllFundsExpended (QuarterEndingDate)			ReasonsforRevisedTargetDates	
	Original	Revised	Actual	Original	Revised	Actual		
TX046001	03/30/02	09/30/02	09/30/02	03/30/03	03/30/03	03/30/03	Neededmoretimetofinalizespecifications	
TX046002	03/30/02	09/30/02	09/30/02	03/30/03	03/30/03	03/30/03	Fordwellingequipment,andinstallationof	
TX046003	03/30/02	09/30/02	09/30/02	03/30/03	03/30/03	03/30/03	newutilitiesinfrastructure	
TX046004	03/30/02	09/30/02	09/30/02	03/30/03	03/30/03	03/30/03		
TX046010	03/30/02	09/30/02	09/30/02	03/30/03	03/30/03	03/30/03		
TX046012	03/30/02	09/30/02	09/30/02	03/30/03	03/30/03	03/30/03		
TX046013	03/30/02	09/30/02	09/30/02	03/30/03	03/30/03	03/30/03		

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Mission Housing Authority		Grant Type and Number Capital Fund Program Grant No: 501-01		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/02 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	17,280.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	4,730.00			
10	1460 Dwelling Structures	68,600.00			
11	1465.1 Dwelling Equipment — Nonexpendable	11,500.00			
12	1470 Non dwelling Structures				
13	1475 Non dwelling Equipment	11,000.00			
14	1495.1 Relocation Costs	0.00			
15	1490 Replacement Reserve	300,000.00		300,000.00	300,000.00
16	1502 Contingency (may not exceed 8% of line 16)	4,000.00			

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Mission Housing Authority		Grant Type and Number Capital Fund Program Grant No: 501-01		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/02 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	Amount of Annual Grant (Sum of line 2 -15)	417,110.00		300,000.00	300,000.00
18					
19					
	Amount of Annual Grant: (sum of lines				
	Amount of line 17 Related to LBP Activities				
	Amount of line 17 Related to Section 504 compliance				
	Amount of line 17 Related to Security --Soft Costs				
	Amount of Line 17 related to Security --Hard Costs				
	Amount of line 17 Related to Energy Conservation Measures	2,000.00	2,000.00	2,000.00	2,000.00
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
	ADMINISTRATION		1410						
PHAWID E	Director of Public Housing		1410.01						
	Clerical Tech Support		1410.02						
	Benefits		1410.03						
	Subtotal								
	FEES AND COSTS		1430						
	Accounting fees		1430.01		5,100.00				
	A/E costs		1430.02		8,480.00				
	Printing Costs		1430.03		3,700.00				
	Subtotal				17,280.00				
	SITE IMPROVEMENTS		1450						
	Landscaping as needed (i.e. shrubs, trees and irrigation)		1450.01		4,730.00				
TX046004	DWELLING UNITS		1460						
	Substantial Rehab of dwelling units at La Aldea (i.e. replace exterior siding, re-entry doors and windows)		1460.01		66,200.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
PHA WIDE	ENERGY CONSERVATION								
	Install weatherstripping on windows as needed		1460.02		2,400.00				
	DWELLING EQUIPMENT		1465		11,500.00				
PHA WIDE	NONDWELLING EQUIPMENT		1475						
	Backhole attachment		1475.01		7,000.00				
	Hydroogger		1475.02		2,000.00				
	Replace old cordless drills		1475.03		2,000.00				
	Subtotal				11,000.00				
	MANAGEMENT IMPROVEMENTS		1408						
	Resident Initiatives Coordinator		1408.01						

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHAName: MissionHousingAuthority			Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
	Benefits		1408.02						
	Commissioners Training		1408.03						
	Staff Training P HAS Improvement		1408.04						
	Upgrade inspection protocol using field computers		1408.05						
	Utility Allowance Study		1408.06						

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHAName: MissionHousingAuthority			Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
	Policy Analysis Study		1408.07						

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
	Salary Comparability Study		1408.08						
	Subtotal								
	REPLACEMENT RESERVE								
	Construction of new admin. building		1490		300,000.00	300,000.00	300,000.00	300,000.00	
	CONTINGENCY		1502		4,000.00				
	GRAND TOTAL				417,110.00	300,000.00	300,000.00	300,000.00	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHAName:			Grant Type and Number Capital Fund Program No: 501-01 Replacement Housing Factor No:			Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TX046001	03/30/03	03/30/03	03/30/03	12/30/04			
TX046002	03/30/03	03/30/03	03/30/03	12/30/04			
TX046003	03/30/03	03/30/03	03/30/03	12/30/04			
TX046004	03/30/03	03/30/03	03/30/03	12/30/04			
TX046010	03/30/03	03/30/03	03/30/03	12/30/04			
TX046012	03/30/03	03/30/03	03/30/03	12/30/04			
TX046013	03/30/03	03/30/03	03/30/03	12/30/04			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHAName: MISSION HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: October 1, 2002	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non -CFP Funds					
2	1406 Operations					
3	1408 Management Improvements	68,370		0	0	
4	1410 Administration	22,265		0	0	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	17,280		0	0	
8	1440 Site Acquisition					
9	1450 Site Improvement	14,095		0	0	
10	1460 Dwelling Structures	155,381		0	0	
11	1465.1 Dwelling Equipment — Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment	23,100		0	0	
14	1485 Demolition					
15	1490 Replacement Reserve	100,000				
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHAName: MISSIONHOUSINGAUTHORITY		Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: October 1, 2002	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
20	1502 Contingency	4,000		0	0	
21	Amount of Annual Grant: (sum of lines 20-26)	404,491		0	0	
22	Amount of line 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of Line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHAWIDE	ADMINISTRATION	1410						In Progress
	Director of public housing	1410.01		3,894		0	0	In Progress
	Clerical Tech Support	1410.02		12,875		0	0	In Progress
	Benefits	1410.03		5,496		0	0	In Progress
	Subtotal			22,265		0	0	In Progress
	FEES AND COSTS	1430						
	Accounting costs	1430.01		5,100		0	0	In Progress
	A/E costs	1430.02		8,480		0	0	In Progress
	Printing Costs	1430.03		3,700		0	0	In Progress
	Subtotal			17,280		0	0	In Progress
	SITE IMPROVEMENTS	1450						
	Landscaping as needed (i.e. shrubs, Trees and irrigation)	1450.01		14,095		0	0	In Progress
TX046004	Dwelling Units Substantial Rehabilitation	1460.01		152,981		0	0	In Progress

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHAWIDE	Energy Conservation	1460.02		2,400		0	0	In Progress
	Install weatherstripping							
	On windows as needed							

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Non Dwelling Equipment	1475						
	Backhole attachment	1475.01		16,000		0	0	In Progress
	Hydro Ogger	1475.02		6,000		0	0	In Progress
	Replace Old cordless drills	1475.03		500		0	0	In Progress
	Subtotal			22,500		0	0	In Progress
	Management Improvements	1408						
	Resident initiative coordinator	1408.01		24,000		0	0	In Progress
	Benefits	1408.02		4,000		0	0	In Progress
	Commissioner's training	1408.03		4,000		0	0	In Progress
	Staff Training	1408.04		3,670		0	0	In Progress
	Upgrade inspection protocol	1408.05		17,000		0	0	In Progress

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Mission Housing Authority			Grant Type and Number Capital Fund Program Grant No: 501-02 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Management Improvements Cont.							In Progress
	Utility Allowance Study	1408.06		1,500		0	0	In Progress
	Policy Analysis Study	1408.07		4,200		0	0	In Progress
	Salary Analysis	1408.08		10,000		0	0	In Progress
	Subtotal			68,370		0	0	In Progress
	Replacement Reserve	1490		100,000		0	0	In Progress
	Construction of new admin Building							
	Contingency	1502		4,000		0	0	In Progress
	Total for this grant 501-02			404,491				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHAName:			Grant Type and Number Capital Fund Program No: 501-02 Replacement Housing Factor No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TX046001	03/30/04			12/30/05			
TX046002	03/30/04			12/30/05			
TX046003	03/30/04			12/30/05			
TX046004	03/30/04			12/30/05			
TX046010	03/30/04			12/30/05			
TX046012	03/30/04			12/30/05			
TX046013	03/30/04			12/30/05			

