

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

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Small PHA Plan Update
Annual Plan for Fiscal Year: 2003

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

PHA Plan Agency Identification

PHA Name: Norton Redevelopment & Housing Authority

PHA Number: VA-015

PHA Fiscal Year Beginning: (04/2003)

PHA Plan Contact Information:

Name: John E. Black

Phone: 276-679-0020

TDD: 276-679-0020

FAX: 276-679-0026

Email (if available): jeblack@compunet.net

Public Access to Information

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

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

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
- Main administrative office of the local, county or 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)

PHA Programs Administered:

- Public Housing and Section 8 Section 8 Only Public Housing Only

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

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For 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. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

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- Attachment F: Resident Membership on PHA Board or Governing Body
- Attachment G: Membership of Resident Advisory Board or Boards
- Attachment __: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Attachment H: Deconcentration Policy & Template

Attachment J: Volunteer Conversion & Template

Attachment R: Capital Fund Program - Annual Plan – Year 2001 – Revised & Final

ii. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

iii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

None

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

NONE

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

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

B. What is the amount of the PHA’s estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 431,350

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5-Year Action Plan

The Capital Fund Program 5-Year Action Plan is provided as **Attachment C**

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as **Attachment B**

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability: 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 next component ; if “yes”, complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)

Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

A. 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 next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

The Authority participates in a Section 8 homeownership program through the Little Ten Housing Authorities of SWV.

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year?
- C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D. Yes No: The PHDEP Plan is attached at

6. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

- 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 Attached at Attachment (File name). The Resident Advisory Board was in agreement with the 5 Year Plan that was presented to them for their reviewed. **No changes were requested.**
- 3. In what manner did the PHA address those comments? (select all that apply)
 - The PHA changed portions of the PHA Plan in response to comments
 A list of these changes is included
 Yes No: below or
 Yes No: at the end of the RAB Comments in Attachment ____.
 - Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment ____.
 - Other: (list below) **The Resident Advisory Board was in agreement with the 5 Year Plan that was presented to them for their reviewed. No changes were requested.**

B. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (State of Virginia)

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

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

3. PHA Requests for support from the Consolidated Plan Agency

- Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

Substantial Deviation from the 5-year Plan:

Any significant amendment or substantial deviation/modification to the Authority's 5-Year Plan is subject to the same requirements as the original Plan (including time frames).

- a. The Authority must consult with the Resident Advisory Board;
- b. The Authority must provide for a review of the amendments/modifications by the public during a 45-day public review period;
- c. The Authority may not adopt the amendment and/or modification until the Authority has duly called for a Public Hearing on the change and addressed any comments made; and,
- d. The Authority may not implement the amendment and/or modification until notification of the amendment and/or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures.

Significant Amendment or Modification to the Annual Plan:

A significant Amendment and/or Modification to the Annual Plan may be implemented without going through the procedure for approval that is normally required for a change in the 5-Year Plan, if the change is the results of the following:

- a. Changes to rent, or admissions policies, or organization of the waiting list;
- b. Additions of emergency and/or non-emergency work items (items not included in the current Annual Statement or 5-Year Plan), or change in the use of replacement reserve funds under the Capital Fund; and,
- c. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Attachment A
Supporting Documents Available for Review

PHAs are to 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	Related Plan Component
YES	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
YES	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
YES	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
NO	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
YES	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
NO	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	Public housing rent determination policies, including the method 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
YES	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
YES	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
NO	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
YES	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
YES	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
YES	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
YES	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
YES	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NO	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
YES	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
NO	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NO	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
NO	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
YES	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
NO	The results of 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
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Norton Redevelopment & Housing Authority 200 Sixth Street, N.W. Norton, VA 24273		Grant Type and Number Capital Fund Program Grant No: VA36P01550103 Replacement Housing Factor Grant No:		Capital Fund Federal FY of Grant: 2003	
<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	80,000			
3	1408 Management Improvements	7,000			
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	5,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	25,000			
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable	14,350			
12	1470 Nondwelling Structures	275,000			
13	1475 Nondwelling Equipment	25,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	431,350			
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	0			

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

PHA Name: Norton Redevelopment & Housing Auth. 200 Sixth Street, N.W. Norton, VA 24273		Grant Type and Number Capital Fund Program Grant No: VA36P01550103 Replacement Housing Factor Grant No:			Capital Fund VA36P01550103		Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406	100%	80,000				
HA-Wide	MN-Update Office Equip.	1408	100%	7,000				
HA-Wide	A/E Fees & Cost	1430	100%	5,000				
HA-Wide	SI – Landscaping & Tree Trimming	1450	100%	10,000				
HA-Wide	Replacement Refrigerators	1465. 1	LS	2,000				
HA-Wide	Replacement Ranges	1465. 1	LS	1,000				
HA-Wide	Replacement Heatpumps	1465. 1	LS	2,000				
HA-Wide	Replacement DHW Heaters	1465. 1	LS	5,000				
HA-Wide	Replacement Range Hoods	1465. 1	LS	600				
HA-Wide	Replacement Washers & Dryers	1465. 1	LS	1,000				
HA-Wide	Replacement Water Heaters	1465. 1	LS	1,250				
HA-Wide	Replacement Radiant Heaters	1465. 1	LS	1,500				
HA-Wide	Replacement Vehicles	1475	1	25,000				
VA-15-01	Build Porches & Storage Area	1470	LS	200,000				
A-15-01V	Repave Drive Ways	1450	LS	10,000				
VA-15-03	Design & Build Porches	1470	LS	75,000				
VA-15-03	Repave Driveways	1450	LS	5,000				

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

PHA Name: Norton Redevelopment & Housing Auth. 200 Sixth Street, N.W. Norton, VA 24273		Grant Type and Number Capital Fund Program Grant No: VA36P01550103 Replacement Housing Factor Grant No:			Capital Fund Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Totals:			431,350				

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

PHA Name: Norton Redevelopment & Housing Authority 200 Sixth Street, NW, Norton, VA 24273		Grant Type and Number		Capital Fund			Federal FY of Grant: 2003
		Capital Fund Program No: VA36P01550103		Replacement Housing Factor No:			
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	
HA-Wide	03/21/2004			09/30/2005			
VA-15-01	03/21/2004			09/30/2005			
VA-15-03	03/21/2004			09/30/2005			

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Norton Redev. & HA 200 6 th Street, Norton, VA 24273		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
	Annual Statement				
VA-15-01		30,000	0	0	0
VA-15-03		200,000	218,000	0	0
VA-15-04		71,000	20,000	20,000	20,000
VA-15-06		0	80,000	280,000	300,000
HA-Wide		108,350	113,350	133,350	108,350
CFP Funds Listed for 5-year planning		409,350	431,350	433,350	428,350
Replacement Housing Factor Funds					

ATTACHMENT - E

PHA Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Section 1: General Information/History

A. Amount of PHDEP Grant \$ 53,561

B. Eligibility type (Indicate with an "x") N1_____ N2_____ R___X___

C. FFY in which funding is requested 04-01-2001

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Norton Redevelopment & Housing Authority in conjunction with the City of Norton Police Department, hope that with placing two additional police officers in our Developments and also focusing on our Section 8 units we can make a difference in crime and drug related activities in our community.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
VA 15-1 Ramsey-Southside	50	148
VA 15-3 Pine Hill	27	51
VA 15-4 Regency Towers	90	96
VA 15-6 Hawthorne Acres	51	101

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

12 Months__X___ **18 Months**_____ **24 Months**_____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an "x" by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The Fund Balances should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Date should include any HUD-approved extensions or waivers. For grant extensions received, place "GE" in column or "W" for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Grant Start Date	Grant Term End Date
FY 1998	65,400	VA36DEP0150198	0	0	11/1998	03-31-01
FY 1999	47,947	VA36DEP0150199	47,565	0	07/2000	03-31-02
FY 2000	49,971	VA36DEP0150100	49,971	0	04/2001	03-31-03
FY 2001	53,561	VA36DEP0150101	53,561	0	05/2002	03-31-04
FY 2002						

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The Norton Redevelopment & Housing Authority will contract with the local law enforcement agency, Norton Police Department, to employ two additional officers to work exclusively in the housing authority properties, to reduce and/or eliminate drug related and other types of crime from occurring on authority property. The officers will be using a combination of effective patrol methods combined with community policing concepts, such as coordination of efforts with other branches of local law enforcement. The authority will compare data received from the police department crime statistics at the onset of the grant with data received at the end of the grant period to measure the success of the grant.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FFY 2001 PHDEP Budget Summary	
Original statement	
Revised statement dated:	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	53,561
9115 - Special Initiative	
9116 - Gun Buyback TA Match	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	53,561

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 53,561		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount/Source)	Performance Indicators
1. Hire two additional Police Officers			5-02	12-03	53,561		
2.							
3.							

9115 - Special Initiative					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9116 - Gun Buyback TA Match					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9120 – Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9130 – Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 – Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 – Physical Improvements					Total PHDEP Funding: \$		
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Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 – Drug Prevention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9170 – Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 – Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 – Other Program Costs					Total PHDEP Funds:		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

ATTACHMENT - F

Required Attachment: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: Margaret McAfee

B. How was the resident board member selected: (select one)?

- Elected
- Appointed

C. The term of appointment is (include the date term expires): 9-12-01 to 1-28-2005

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

B. Date of next term expiration of a governing board member: 01-28-2003

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Mayor B. Robert Raines
 308 Park Avenue, N.E.
 Norton, VA 24273
 540-679-2425
 Term Expires: 6/30/2004

Vice Mayor William J Mays
 PO Box 295
 Norton, VA 24273
 540-679-7410
 Term Expires: 6/30/02

Councilman Jack Wallace
 1011 Virginia Avenue, N.E.
 Norton, VA 24273
 540-679-2020
 Term Expires: 6/30/2004

Councilman Joseph Fawbush
 420 Oak Avenue
 Norton, VA 24273
 540-679-0192
 Term Expires: 6/30/2002

Councilman Joseph "Huck" Hunnicutt
 PO Box 626
 Norton, VA 24273
 540-679-2002
 Term Expires: 6/30/2002

ATTACHMENT - G

Required Attachment: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

ADVISORY BOARD MEMBERS

Revised 1-9-2003

Ms. Sheilah Taylor 15-4
200 Sixth Street, N.W. #903
Norton, VA 24273

Ms. Shelby Delp 15-3
283 Virginia Avenue
Norton, VA 24273
276-679-1448

Ms. Lula Jean Kern Blankenship 15-6
1054 Holly Court
Norton, VA 24273
276-679-2862

Ms. Elsie Miller 15-3
247 Virginia Avenue
Norton, VA 24273
276-679-1115

Ms. Jodi Cavins 15-1
323 Kentucky Avenue
Norton, VA 24273
276-679-4676

Ms. Lee McGhee 15-4
200 6th Street, Apt # 103
Norton, VA 24273
276-679-2441

Ms. Shirley Sturgill 15-4
200 6th Street, Apt # 509
Norton, VA 24273

276-679-2955

Ms. Lula Jean Blankenship 15-6
1054 Holly Court
Norton, VA 24273

Mr. Darrell Barker 15-4
200 Sixth Street, N.W. #706
Norton, VA 24273

Mr. Mike Baber 15-1
1117 Flanary Avenue
Norton, VA 24273

Attachment H

Deconcentration

Deconcentration and Income Mixing

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

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

If yes, list these developments as follows:

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

Attachment H

NORTON REDEVELOPMENT AND HOUSING AUTHORITY Deconcentration Policy

It is the policy of the Norton Redevelopment & Housing Authority (NRHA) to house families in a manner that will prevent a concentration of extremely low income families and/or a concentration of higher income families in any one public housing development. The specific objective of NRHA is to house at least 40% of its public housing inventory with families that have income at or below 30% of the area median income in each public housing development. Also the NRHA will take actions to insure that no individual development has a concentration of higher income families. As long as the Authority's waiting lists have adequate appropriate applicants, the Authority will not house more than 60% of its units in any one development with families whose incomes exceed 30% of the area median income.

To accomplish these goals, the NRHA will:

- Track the status of family income, by development, on a monthly basis.
- Not house families with incomes that exceed 30% of the area median income into projects that are occupied by more than 60% of higher income families.
- Encourage higher income residents to relocate to low income developments and lower income residents to relocate to higher income developments.
- Each fiscal year establish a goal and house at least 40% of its new admissions with families whose incomes are at or below 30% of area median income.

Approved on the 15th day of June 1999.

Mr. John E. Black, Executive Director

Policy\deconcentration-policy2.wpd

Attachment H

NORTON REDEVELOPMENT AND HOUSING AUTHORITY'S

**Policy
To Promote Deconcentration In The
Section 8 Program**

It is the policy of the Norton Redevelopment & Housing Authority (NRHA) to house families in a manner that will prevent a concentration of extremely low income families and/or a concentration of higher income families. The objective of the deconcentration policy for Section 8 tenant-based assistance is to admit no less than seventy-five percent (75%) of its new admissions to the program to families that have income at or below thirty percent (30%) of the area median income. The PHA will track the status of all new admissions monthly by utilizing income reports generated by the PHA's computer system. The goal will be tracked semi-annually. The practice will continue until the PHA achieves its goal. The PHA's Section 8 applicant selection process, which is contained in the Section 8 Administrative Plan, provides for the utilization of local preference to accomplish this goal.

Approved on the 20th day of June 2000.

Mr. John E. Black, Executive Director

Policy\deconcentration-policy-Sec8.wpd

Attachment H

**RESOLUTION
99-001**

**DECONCENTRATION OF POVERTY
IN
PUBLIC HOUSING**

WHEREAS, the new Quality Housing and Work Responsibility Act of 1998 in current law;

WHEREAS, Section 513 of the QHWRA amends section 16 of the USHA to establish, among other things, public housing deconcentration requirements, annual requirements for admitting families with incomes below thirty percent (30%) of area median income and related income targeting requirements;

WHEREAS, the QHWRA requires PHAs to submit with their annual public housing agency plans an admissions policy designed to provide for deconcentration of poverty and income mixing, by bringing higher income tenants into lower income public housing projects and bringing lower income tenants into higher income public housing projects;

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners of the Norton Redevelopment and Housing Authority hereby directs the Executive Director to incorporate the new Deconcentration Policy adopted by the Board of Commissioners on June 15, 1999 into the Authority's Admission Policy.

BE IT FURTHER RESOLVED, that the Executive Director, without a further resolution, may execute the adoption of an agreement and any related documents or amendments which may be necessary or appropriate to the plan and/or to maintain its compliance with applicable federal, state and local law.

Approved on the 15th day of June, 1999.

John E. Black, Secretary

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Attachment J

Voluntary Conversion

Voluntary Conversion Initial Assessments

- A. How many of the PHA's developments are subject to the Required Initial Assessments?
(3)
- B. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? (1)
- C. How many Assessments were conducted for the PHA's covered developments?
(3)
- D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **None**

Development Name	Number of Units
NONE	

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

Attachment J

RESOLUTION # 2001 - 002

ASSESSMENT OF ALL DEVELOPMENT FOR CONVERSION TO TENANT-BASED ASSISTANCE

WHEREAS, the Department of Housing & Urban Development has issued a final rule for implementing the statutory authority to convert public housing to tenant-based assistance;

WHEREAS, the Authorities are required to conduct an initial assessment of each project to determine suitability for the conversion.

NOW, THEREFORE BE IT RESOLVED THAT, Norton Redevelopment & Housing Authority has conducted the required assessment of all required developments and has determined that of the three developments assessed there were no developments appropriate for the conversion program;

BE IT FURTHER RESOLVED THAT, the Executive Director presented to the Board of Commissioners the work papers of the initial assessment for approval along with this Resolution.

Approved on the 21st day of August, 2001.

John E. Black, Secretary

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