

Petersburg Redevelopment and Housing Authority

5 Year Plan for Fiscal Years 2003 - 2008

Annual Plan for Fiscal Year 2003

**PHA Plan
Agency Identification**

PHA Name: Petersburg Redevelopment and Housing Authority

PHA Number: VA020

PHA Fiscal Year Beginning: (mm/yyyy) 01/2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2003 - 2008

[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
The mission of the Petersburg Redevelopment and Housing Authority is to serve the citizens of the City of Petersburg by:
- Providing affordable housing opportunities in a safe environment.
 - Revitalizing and maintaining neighborhoods and a strong urban core including the downtown Central Business District.
 - Providing opportunities for low and moderate income homeownership.
 - Forming effective partnerships to maximize social and economic opportunities.
 - Continuing an active partnership with the City of Petersburg as delineated by the Petersburg City Council Annual Agenda for Progress

The mission shall be accomplished by a fiscally responsible, creative organization committed to excellence in public service.

B. Goals

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

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

- PHA Goal: Maintain a supply of affordable and 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)
 - Strive for an actual vacancy rate of 3% or less or an adjusted vacancy rate of 2% or less and reduce unit turnaround time to the average number of calendar days between the time a unit is vacated and a new lease takes effect to less than or equal to 20 calendar days.
 - Maintain an average utilization rate of 100% but not less than 95% for Section 8.
 - Maintain public housing waiting lists of no less than 25 program families per bedroom size.

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score) 59
 - Improve voucher management: (SEMAP score) 93
 - Increase customer satisfaction:
 - Concentrate on efforts 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 efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)
 - The Authority will develop a Section 8 homeownership program and begin implementation.

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

- PHA Goal: Provide an improved living environment
Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)
 - Improve curb appeal
 - Enhance the image of public housing in our community

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)

PHA Goal: Assist the City of Petersburg to maintain a sound financial policy and economic growth as outlined in the City of Petersburg's Annual Agenda For Progress.

Objectives:

- Continue active partnership with the City in designated areas throughout the City by continuing joint neighborhood revitalization efforts and economic development programs.
- Continue homeownership programs

PHA Goal: Assist the City of Petersburg to enhance neighborhood stability and regeneration as delineated in the City of Petersburg's Annual Agenda For Progress.

Objectives:

- Assist the City of Petersburg to redefine Conservation Districts and define blighted Areas.
- Maintain the improved cooperative partnership with the City of Petersburg.
- Improve communications with the City Administration.
- Continue to adhere to City regulations and ordinances including City Zoning Ordinances.
- Cooperate and assist the City of Petersburg in the preparation of a Comprehensive Residential Rehabilitation Program (for private property owners) for implementation in CDBG FY 2003.
- Redevelop housing and provide financial and other rehabilitation assistance for private property owners for housing repairs (i.e., emergency home repair and other residential rehabilitation assistance).
- Continue developing mixed finance developments utilizing 203K, Low Income Housing Tax Credits and other affordable housing and market rate resources.

Annual PHA Plan
PHA Fiscal Year 2003

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Petersburg Redevelopment and Housing Authority has prepared its annual plan of action to complement both existing activities and to prepare to implement the new initiatives outlined in the 5 Year Plan and the mission statement of the Authority.

Certain of these activities involve the collection, inspection, revision and submission of the Authority's various policies, approaches and procedures to make for a more open and efficient operation.

The Authority will continue with its capital improvement program modernizing its elderly and family facilities and will be developing scattered site housing for inclusion in the existing homeownership program. The completed units are in the process of being marketed and sold. The mixed financing development of Bunker Hill (South Adams Street) is completed and is being marketed to eligible homebuyers and the Wythe Row tax credit housing has been completed and is fully occupied. A new tax credit project, Washington Columns, will be inaugurated which will provide 26 units of elderly housing in the former Robert E. Lee Elementary School and in adjacent buildings, preserving the historic character of the properties and providing additional mixed finance development. The first stage of the Cedar Lawn HOPE I program is physically completed and is marketed and the second stage of the rehabilitation has commenced. It too will be utilizing mixed financing for its completion. The Authority has designated Sycamore Towers as solely elderly housing in the last year and this is one part of a process whereby all of the Authority's physical inventory will be assessed, evaluated and plans for utilization adjusted for the future.

Petersburg Redevelopment and Housing Authority FY 2003 Annual Plan

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In the area of resident initiatives, the Authority will continue its drug elimination activities, work closely with the existing resident councils to make conditions better in the developments and help them secure funding for independent activities. Also, the Family Self Sufficiency and Economic Development and Supportive Services will be continued, promoting computer skills, GED study, job training, and employment and individual counseling, encouraging additional residents to become self sufficient and productive members of the community with a chance to purchase Authority properties. A HOPE VI option is being studied for the Pin Oaks area and we are preparing an application for a Resident Opportunity and Self Sufficiency program to work in conjunction and in a complimentary fashion with existing resident programs.

Concomitantly, the Authority will be working closely with the City of Petersburg to use its resources to pursue additional development initiatives that will rebound to the benefit of the businesses and residents of the city and the Authority. These initiatives will be continuously evolving and ongoing.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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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 file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration: (va020a01.doc)
- FY 2003 Capital Fund Program Annual Statement: (va020b01.xls)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart: (va020c01.doc)
- FY 2003 Capital Fund Program 5 Year Action Plan: (va020d01.xls)
- Public Housing Drug Elimination Program (PHDEP) Plan:
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text): (va020e01.doc)
- Other (List below, providing each attachment name)
 - Definition of "Substantial Deviation" (va020f01.doc)
 - Voluntary Conversion Initial Assessment (va020g01.doc)
 - Identification of Resident Commissioner (va020h01.doc)

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
Tompkins Building	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Tompkins Building	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Tompkins Building	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Tompkins Building	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
Tompkins Building	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Tompkins Building	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
Tompkins Building	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Tompkins Building	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
Tompkins Building	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Tompkins Building	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Tompkins Building	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Tompkins Building	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
Tompkins Building	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Tompkins Building	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Tompkins Building	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Tompkins Building	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
	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
Tompkins Building	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Tompkins Building	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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
Tompkins Building	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
Tompkins Building	Policies governing any Section 8 Homeownership program ___ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Tompkins Building	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Tompkins Building	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
Tompkins Building	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Tompkins Building	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
Tompkins Building	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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
Tompkins Building	Pet Policy	Annual Plan: Pet Policy
Tompkins Building	Community Service Policy	Annual Plan: Community Service Policy

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2637	5	4	5	2	3	4
Income >30% but <=50% of AMI	1561	4	4	3	2	3	4
Income >50% but <80% of AMI	1350	3	3	3	2	2	3
Elderly	1030	5	2	3	3	3	4
Families with Disabilities	NA						
Race/Ethnicity B	3536	4	4	4	2	3	4
Race/Ethnicity W	638	4	4	4	2	3	4
Race/Ethnicity H	12	4	4	4	2	3	4
Race/Ethnicity A							

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

- Consolidated Plan of the Jurisdiction/s City of Petersburg
Indicate year: 2000-2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset 1990
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:

Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing as of August 30, 2002		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	353		529
Extremely low income <=30% AMI	310	88%	
Very low income (>30% but <=50% AMI)	39	11%	
Low income (>50% but <80% AMI)	4	.2%	
Families with children	213	61%	
Elderly families	21	6%	
Families with Disabilities	92	26%	
Race/ethnicity B	335	95%	
Race/ethnicity W	18	5%	
Race/ethnicity H	0	0%	
Race/ethnicity A	0	0%	
Unknown			

Characteristics by Bedroom Size (Public Housing Only)			
1BR	101	29%	98
2 BR	161	46%	152
3 BR	66	19%	206
4 BR	11	4%	61
5 BR	1	1%	12
5+ BR			
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			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance as of 8/30/2002			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	57		217
Extremely low income <=30% AMI	43	74%	
Very low income (>30% but <=50% AMI)	12	21%	
Low income (>50% but <80% AMI)	2	1%	
Families with children	50	88%	
Elderly families	3	1%	

Housing Needs of Families on the Waiting List			
Families with Disabilities	31	54%	
Race/ethnicity B	53	93%	
Race/ethnicity W	4	1%	
Race/ethnicity H	0	0%	
Race/ethnicity A	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 34			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

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.

The Petersburg Redevelopment and Housing Authority will be utilizing a comprehensive strategy combining additional affordable housing development, homeownership opportunities, creative financing and community outreach to address the needs of the varying populations in the region.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

- The Authority will project base 26 Housing Choice vouchers in the area of West Washington Street due to the necessity of redeveloping the area and providing future income to insure the success of this vital project which will aid in secure the neighborhood spanning Census Tracts 8103 and 8104. The assistance will

guarantee that the units will remain affordable after the ten year tax credit obligation concludes.

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

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

Select all that apply

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

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

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

Select all that apply

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

The PRHA will provide allowances to assist working families commit resources to support Family Self Sufficiency and other welfare to work reforms.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

- The Authority will project base 26 Housing Choice vouchers in the area near West Washington Street due to the necessity of redeveloping the area and providing future income to insure the success of this vital project which will aid in secure the neighborhood spanning Census Tracts 8103 and 8104. The assistance will guarantee that the units will remain affordable after the ten year tax credit obligation concludes.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

The PRHA will target underutilized markets by outreach and advertising in specialized media.

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)	Year 2002	Public Housing
a) Public Housing Operating Fund	\$1,036,039	
b) Public Housing Capital Fund	\$909,283	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,836,824	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant	\$135,000	Emg. Home Repair
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Fund 501.01		Public Housing
PHDEG 2000	\$23,580	Public Housing
PHDEG 2001	\$112,722	Public Housing
3. Public Housing Dwelling Rental Income	\$1,280,496	Public Housing
Excess Utilities	\$40,000	Public Housing
4. Other income (list below)		Public Housing
Other Tenant Revenue	\$31,288	Public Housing
4. Non-federal sources (list below)		
Interest Income	\$62,624	Public Housing
Section 8 Administrative Fees	\$435,027	Section 8
Total resources	\$7,904,885.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number) Top 20
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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)

The Petersburg Redevelopment and Housing Authority also checks credit history and references of potential tenants.

- 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)
- Site Based Waiting List at the Elderly Site

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

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

Applications for public housing are taken at the PRHA Leasing Office, which is a satellite administrative office at one of the housing developments

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

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

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

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)
 - Community Outreach

(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 transfers take precedence over new admissions? (list below)

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

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 1 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
- 1 Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- 1 Those previously enrolled in educational, training, or upward mobility programs
- 1 Victims of reprisals or hate crimes
- 1 Other preference(s) (list below)
 - Families with children under ten with lead poisoning

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to 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 to assure 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 preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments 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:

Component 3, (6) Deconcentration and Income Mixing

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

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

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)]

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

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

The Authority checks with any previous assisted housing tenancy for drug related activities, possible evictions or tenant damage

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)

If it is requested we will share the address of the previous landlord, and with tenants authorization the previous inspection report.

(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)

Applications for Section 8 housing are taken at the Section 8 Office, which is a satellite administrative office at the Pecan Acres housing development

(3) Search Time

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

If yes, state circumstances below:

The Petersburg Redevelopment and Housing Authority extends the period for searches beyond 60 days for a variety of reasons some of which are due to market conditions which make searches more difficult, because of the disability of the applicant, and on account of other hardships experienced and demonstrated by applicants. Another factor taken into account is if residents are being relocated from existing Authority properties and have difficulty finding other housing in a timely manner. In all cases applicants must demonstrate hardship by obtaining request for lease approval (RLA) rejection notices.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) Board Approval on 9/26/2000
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
- Extremely low income
- Involuntary Displacement due to Property Disposition
- Board Approval on 9/26/2000

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second

priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

- The PHA applies preferences within income tiers

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

(5) Special Purpose Section 8 Assistance Programs

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

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

- HUD Voucher Program Guidebook, Housing Choice 7420.10G, April 2001

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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 re-determinations:

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

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

Other (list below)

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 at 8/1/2001
- 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

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- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

In accordance with HUD Guidebook 7420.10G, Section 6.4, revised April 1, 2001. Tentative Administrative Policy Revision scheduled for 9/25/2001.

5. Operations and Management

[24 CFR Part 903.79 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

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	409	5%
Section 8 Vouchers	623	4%
Section 8 Certificates		
Section 8 Mod Rehab	66	4%
Special Purpose Section 8 Certificates/Vouchers (list individually)	IGR 6 Enhanced 125	1%
Public Housing Drug Elimination Program (PHDEP)	409	5%
Other Federal Programs (list individually)		
HOPE I	39	0%
Scattered Site Homeownership	9	0%
South Adams	9	0%
Comp Grant	458	5%
FSS	72	10%

ED/SS	125	75%
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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)

CODE OF FEDERAL REGULATIONS, HOUSING AND URBAN DEVELOPMENT, PARTS 800 AND 900, PUBLIC HOUSING AND SECTION 8

STANDARD OPERATING PROCEDURES, JULY, 1994, REVISED OCTOBER, 1998, ALL DEPARTMENTS, NUMBERS 110.1 – 910.1 (LISTING ATTACHED)

PERSONNEL POLICY AND EMPLOYEE HANDBOOK, MARCH 1, 1994 INCLUDING:

PROFESSIONAL DEVELOPMENT AND TRAINING PROCEDURES

NON-MONETARY REWARD SYSTEM

EMPLOYEE ASSISTANCE PROGRAM POLICY

SUMMARY OF FAMILY MEDICAL LEAVE ACT OF 1993

REDUCTION IN FORCE POLICY

GRIEVANCE PROCEDURE

SUBSTANCE ABUSE POLICY IN ACCORDANCE WITH THE DRUGFREE WORKPLACE ACT OF 1988

EMPLOYEE PERFORMANCE APPRAISAL POLICY, JUNE 2001

ADMISSIONS AND CONTINUED OCCUPANCY POLICY, NOVEMBER , 1997

RENT COLLECTION POLICY, SEPTEMBER 1996.

VACANCY NOTIFICATION POLICY

MAINTENANCE WORK PLAN, MAY 7, 1998.

PUBLIC HOUSING ASSESSMENT SYSTEM

FAMILY SELF-SUFFICIENCY ACTION PLAN

ECONOMIC DEVELOPMENT/SUPPORTIVE SERVICES WORK PLAN, MAY, 1999

PUBLIC HOUSING DRUG ELIMINATION PROGRAM

CAPITAL FUND GRANT PROGRAM

COST ALLOCATION PLAN

FAMILY HOUSING PET POLICY, OCTOBER 2000

COMMUNITY SERVICE POLICY, OCTOBER 2000

AMERICANS WITH DISABILITES ACT

SECTION 504 OF THE FAIR HOUSING ACT

(2) Section 8 Management: (list below)

HUD GUIDEBOOK 7420.10G: HOUSING PROGRAMS GUIDEBOOK –
HOUSING CHOICE, APRIL 2001

SECTION 8 MANAGEMENT ASSESSMENT PROGRAM SEMAP

VIRGINIA LANDLORD TENANT ACT

VIRGINIA HOUSING DEVELOPMENT AUTHORITY ADMINISTRATIVE
PLAN AUGUST 2000

PETERSBURG REDEVELOPMENT AND HOUSING AUTHORITY
ADMINISTRATIVE PLAN NOVEMBER 23, 1999, REVISED SEPTEMBER 1,
2000

6. PHA Grievance Procedures

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

- VHDA Rules

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

- PHA main administrative office
 Other (list below)
 - Section 8 Administrative Office at Pecan Acres

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name: va020b01.xls)

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name : va020d01.xls)

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:
Pin Oaks

- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- If yes, list developments or activities below:
Sale of Bunker Hill Redevelopment (South Adams Street) &
Homeownership Activities
Cedar Lawn Homeownership Program

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

- Yes 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: Cedar Lawn
1b. Development (project) number: va020-005
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(15/03/01)</u>
5. Number of units affected: 4
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 15/03/03 b. Projected end date of activity: 15/05/03

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes 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: Sycamore Towers
1b. Development (project) number: VA020-002
2. Designation type: Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(30/03/01)</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 100
7. Coverage of action (select one) <input type="checkbox"/> Part of the development

Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

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

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

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

(see attachment Voluntary Conversion Initial Assessment = va020g01.doc)

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	Cedar Lawn
1b. Development (project) number:	VA020-005
2. Federal Program authority:	<input checked="" type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	(01/06/1994)
5. Number of units affected:	46
6. Coverage of action: (select one)	

<input type="checkbox"/>	Part of the development
<input checked="" type="checkbox"/>	Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: Scattered Sites	
1b. Development (project) number: VA020-12	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (02/01/1995)	
5. Number of units affected: 8	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input checked="" 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

[24 CFR Part 903.7 9 (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? **10/07/98**

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- Public housing admissions policies

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self Sufficiency	72	Random Selection	Family Services Office	Both
Economic Development and Supportive Services	125	TANF Criteria	Family Services Office	Both

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of:25/08/00)
Public Housing	21	6
Section 8	23	17

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

Petersburg Redevelopment and Housing Authority FY 2003 Annual Plan

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

- Pin Oaks
- Pecan Acres

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

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

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

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

- Pin Oaks (VA 20-3)
- Pecan Acres (VA 20-1)

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)

- Same

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2003 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Petersburg Redevelopment and Housing Authority Pet Policy is included on a separate submission and is attached. The policy briefly is that pets are allowed depending on the size, number and kind depending upon the receipt of a deposit and the number of rooms to the Authority and the requirement that all animals which are required be registered with all appropriate shots and tags. Any pet which causes disturbance among residents or staff must be removed.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? 6
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.79 (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)
 - Public Housing Development Homeownership
 - Mixed Finance Development Homeownership
 - HOPE VI Planning
 - Designated Housing Proposal

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

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

Attached at Attachment (File name) va020e01.doc

Provided below:

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

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

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City of Petersburg

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

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

Other: (list below)

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

The approved Consolidated Plan 2000-2005 for the City of Petersburg prepared by the Petersburg Department of Planning and Community Development in cooperation with the Petersburg Redevelopment and Housing Authority lists public housing and community

development programs and initiatives resulting from ongoing planning and collaboration efforts between the City and the Housing Authority.

The following are included in the Consolidated Plan to address housing needs.

- Petersburg Housing Corporation (PHC) programs for neighborhood and economic revitalization.
- Use of HOPE 1 and Section 5h sales proceeds as stated in HUD approved budgets for housing and economic development initiatives.
- Establish partnership to maximize housing, economic development and neighborhood revitalization initiatives.
- Rehabilitation of Public Housing to make them market competitive primarily utilizing Comprehensive Grant funds.
- Economic development, Public Housing resident initiatives.
- Other Priorities/Strategies/Programs include increasing affordable
- Homeownership opportunities for first time homebuyers. The Consolidated Plan supports PRHA HOPE 1 and 5h Programs, PRHA use of CDBG funds for administration of rehabilitation programs of PRHA, FSS programs, etc.

D. Other Information Required by HUD

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

Attachments

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

1. Admissions Policy for Deconcentration: (va020a01.doc)
2. FY 2003 Capital Fund Program Annual Statement: (va020b01.xls)
3. PHA Management Organizational Chart: (va020c01.doc)
4. FY 2003 Capital Fund Program 5 Year Action Plan: (va020d01.xls)
5. Comments Resident Advisory Board/Meeting Minutes: (va020e01.doc)
6. Definition of "Substantial Deviation" (va020f01.doc)
7. Voluntary Conversion Initial Assessment (va020g01.doc)
8. Identification of Resident Commissioner (va020h01.doc)

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Pecan Acres VA020-001	16 - 1 40 - 2 48 - 3 36 - 4 8 - 5	General Modernization Activities (see va020b01.xls)						Site Based Accounting
Sycamore Towers VA020-002	60 - 0 36 - 1 4 - 2	General Modernization Activities (see va020b01.xls)			Elderly Designation			Site Based Accounting
Pin Oaks VA020-003	16 - 1 40 - 2 52 - 3 34 - 4 6 - 5 2 - 6	General Modernization Activities (see va020b01.xls)	HOPE VI Planning					Site Based Accounting
Cedar Lawn VA020-005	20 - 2 22 - 3 8 - 4	Complete Modernization & HOPE I Activities preparatory to sales to eligible residents (see va020b01.xls)		Demolition of 4 Units			Sale of Remaining 40 Units	Mixed Finance
Valor Drive VA020-006	11 - 2	General Modernization Activities (see va020b01.xls)						Site Based Accounting
Scattered Sites VA020-11	2 - 3		Completed Development				2 Units for Sale	
Scattered Sites VA020-12	8 - 3		Development in Process				All Units to be Sold	
S. Adams VA020-013	9 - 3						Sale of 9 Units	Mixed Financing

Petersburg Redevelopment and Housing Authority
Deconcentration Policy

The Petersburg Redevelopment and Housing Authority has committed to the economic uplift of its current and future residents for its primary deconcentration policy. The policy will be conducted at all the family housing complexes and will consist of numerous and frequent contacts utilizing housing managers and Human Resources Coordinators, offering opportunities and incentives to encourage residents to increase their incomes, find new more rewarding positions, gain greater educational and vocational skills, and otherwise take advantage of existing programs to attain upward mobility.

Certain of the policies which will encourage these goals and will be used by the Authority to advance its deconcentration policy are the new ceiling rent policy, the vocational, computer training and miscellaneous social services provided by the Authority and other partners and the homeownership program, which makes homeownership a potential goal for existing Authority residents.

The PRHA is dealing with concentrations of poverty in an active manner aiding the residents of the family properties to achieve greater income and thereby individually break the cycle of poverty.

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

PHA Name: Petersburg Redevelopment and Housing Authority	Grant Type and Number Capital Fund Program Grant No. VA36PO2050103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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<input checked="" type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no: ONE)
<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	\$69,574.00			
3	1408 Management Improvements	\$69,574.00			
4	1410 Administration	\$34,787.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$48,702.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$148,000.00			
10	1460 Dwelling Structures	\$270,000.00			
11	1465.1 Dwelling Equipment-Nonexpendable	\$33,110.00			
12	1470 Nondwelling Structures	\$7,000.00			
13	1475 Nondwelling Equipment	\$15,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Cost				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	\$695,747.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Compliance				
24	Amount of line 21 Related to Security -- Soft Costs				
25	Amount of line 21 Related to Security -- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Signature of Executive Director _____ Date (mm/dd/yy) _____	Signature of Public Housing Director _____ Date (mm/dd/yy) _____
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Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36PO2050103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Operations HA-Wide Mgmt. Improvmts	Operations @10% of annual grant 1) Management/Maint. Training 2) Preventive Maintenance Prog 3) Resident Initiatives Coordinator 4) Resident Programs	1406	Total 1406	\$69,574.00				
		1408		\$15,000.00				
		"		\$25,000.00				
		"		\$14,574.00				
		"		\$15,000.00				
	Total 1408			\$69,574.00				
HA-Wide Admin	Funding for PHA Staff @ 5% of the annual grant amount in accordance with approved salary allocation plan	1410	Total 1410	\$34,787.00				
HA-Wide Fees and Costs	A & E services @ 7% of the annual grant amount, based on actual scope of design work	1430	Total 1430	\$48,702.00				
HA-Wide	Nonroutine vacancy prep.	1460						
"	Nonroutine PM repairs-	1460	Total 1460	\$30,000.00				
"	Transformer repair/replacement	1465	Total 1465	\$3,110.00				
"	Appliances	1475	Total 1475	\$15,000.00				
"	Computer Hardware Upgrades	1485	Total 1485					
"	Demolition (specify location[s])	1485	Total 1485					
"	Relocation expenses	1495.1	Total 1495.1					

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

PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36PO2050103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA 20-01 Pecan Acres	Site: Playground Equipment/Sitework fencing	1450		\$60,000.00				
			Total Site:	\$60,000.00				
	Mechanical and Electrical: None	1460						
			Total M&E:					
	Building Exterior: Replace window glazing, trim and sealant	1460		\$35,000.00				
			Total B.E.:	\$35,000.00				
	Dwelling Units: Replace doors and hardware	1460		\$30,000.00				
			Total DUs:	\$30,000.00				
	Dwelling Equipment: Appliances	1465.1						
			Total D.E.:					
Interior Common Areas: None	1470							
		Total ICAs:						
Site-Wide Facilities: None	1470							
		Total SWFs:						
Nondwelling Equipment: None	1475							
		Total NDE:						
Total, Pecan			Project Total:	\$125,000.00				

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

PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36PO2050103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA 020-02 Sycamore Towers	Site: Landscaping and sitework	1450		\$5,000.00				
			Total Site:	\$5,000.00				
	Mechanical and Electrical: Replace electrical receptacles and switches	1460		\$5,000.00				
			Total M&E:	\$5,000.00				
	Building Exterior: None	1460						
			Total B.E.:					
	Dwelling Units: Painting	1460		\$5,000.00				
			Total DUs:	\$5,000.00				
	Dwelling Equipment: Window shade replacement	1465.1		\$30,000.00				
			Total D.E.:	\$30,000.00				
Interior Common Areas: None	1470							
		Total ICAs:						
Site-Wide Facilities: None	1470							
		Total SWFs:						
Nondwelling Equipment: None	1475							
		Total NDE:						
Total, Sycamore			Project Total:	\$45,000.00				

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

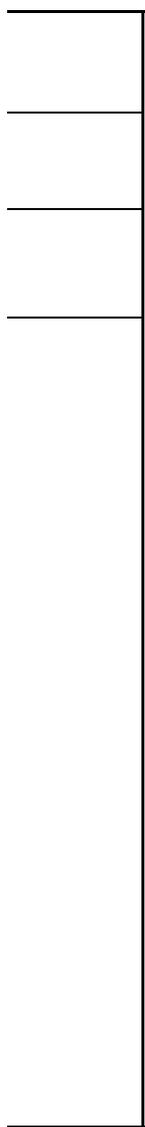
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36PO2050103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA 020-03 Pin Oaks	Site: Site lighting, fencing, new play-grounds, new entry	1450		\$60,000.00				
			Total Site:	\$60,000.00				
	Mechanical and Electrical: Air-conditioning, replace electrical receptacle/switches	1460		\$40,000.00				
			Total M&E:	\$40,000.00				
	Building Exterior: None	1460						
			Total B.E.:					
	Dwelling Units: Interior renovations, tub surrounds	1460		\$25,000.00				
			Total DUs:	\$25,000.00				
	Dwelling Equipment: Appliances	1465.1						
			Total D.E.:					
Interior Common Areas: None	1470							
		Total ICAs:						
Site-Wide Facilities: None	1470							
		Total SWFs:						
Nondwelling Equipment: None	1475							
		Total NDE:						
Total, Pin			Project Total:	\$125,000.00				

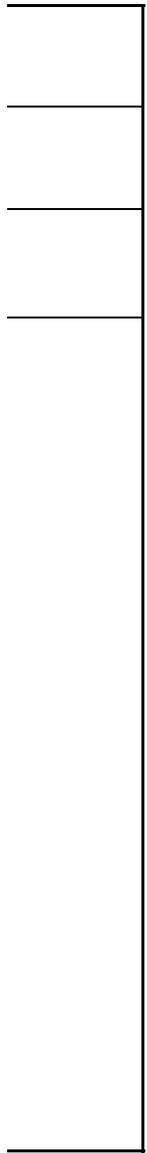
Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

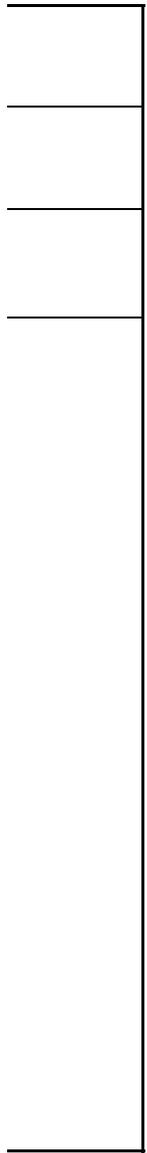
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36PO2050103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA 20-05 Cedar Lawn	Site: Landscaping	1450		\$3,000.00				
			Total Site:	\$3,000.00				
	Mechanical and Electrical: None	1460						
			Total M&E:					
	Building Exterior: None	1460						
			Total B.E.:					
	Dwelling Units: None	1460						
			Total DUs:					
	Dwelling Equipment: None	1465.1						
			Total D.E.:					
Interior Common Areas: Renovation of community room/ kitchen	1470			\$7,000.00				
		Total ICAs:		\$7,000.00				
Site-Wide Facilities: None	1470							
		Total SWFs:						
Nondwelling Equipment: None	1475							
		Total NDE:						
Total, Cedar			Project Total:	\$10,000.00				

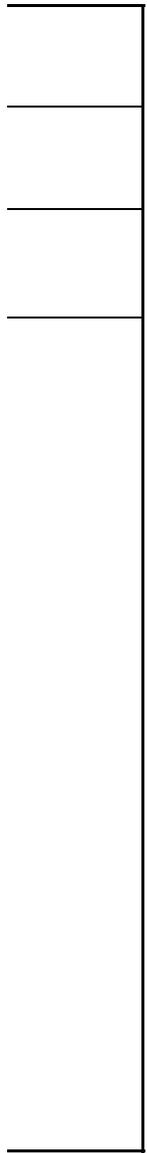
Annual Statement /Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

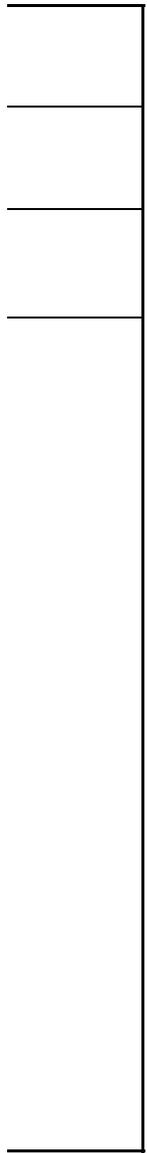
PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36PO2050103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA 020-06 N. Valor Drive	Site: Landscaping, site lighting, repair/ replace off-street parking	1450		\$20,000.00				
			Total Site:	\$20,000.00				
	Mechanical and Electrical: New HVAC; upgrade electrical panel, devices, lights	1460		\$50,000.00				
			Total M&E:	\$50,000.00				
	Building Exterior: Renovate soffits & fascias	1460		\$10,000.00				
			Total B.E.:	\$10,000.00				
	Dwelling Units: New kitchens and baths, painting	1460		\$40,000.00				
			Total DUs:	\$40,000.00				
	Dwelling Equipment: None	1465.1						
			Total D.E.:					
Interior Common Areas: None	1470							
		Total ICAs:						
Site-Wide Facilities: None	1470							
		Total SWFs:						
Nondwelling Equipment: None	1475							
		Total NDE:						
Total, N. Valor			Project Total:	\$120,000.00				

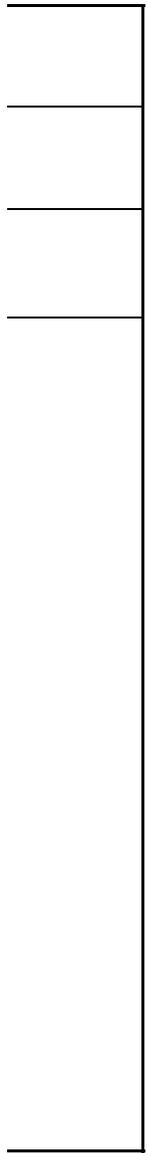








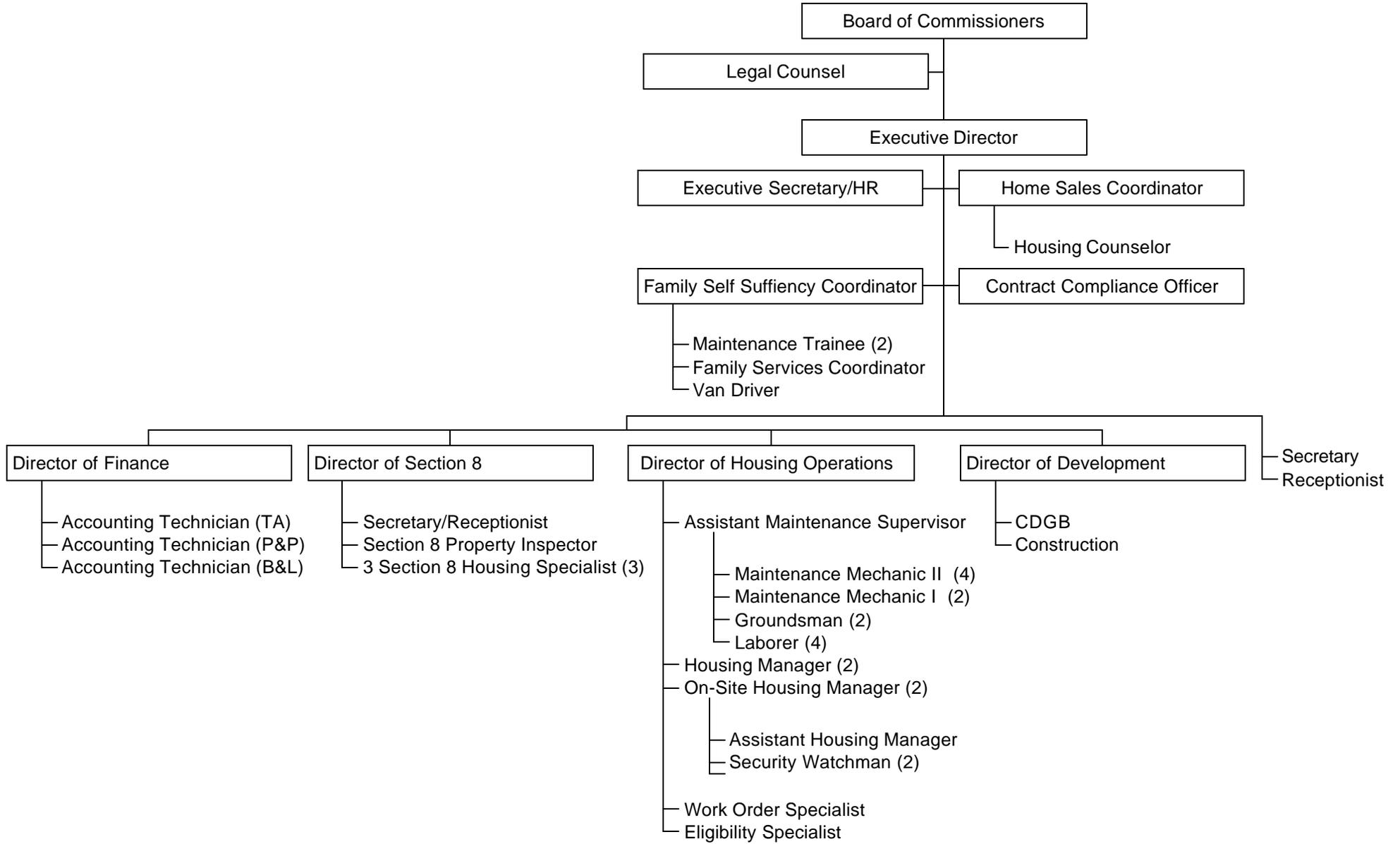




**Annual Statement /Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
 Part III: Implementation Schedule**

PHA Name: Petersburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No.: VA36PO2050103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Operations @ 10% of annual grant	06/30/04			06/30/05			
1) Management/Maint. Training	06/30/04			06/30/05			
2) Preventive Maintenance Prog	06/30/04			06/30/05			
3) Resident Initiatives Coordinator	06/30/04			06/30/05			
4) Resident Programs	06/30/04			06/30/05			
HA-Wide Nonroutine vacancy prep.							
" Nonroutine PM repairs-	06/30/04			06/30/05			
" Appliances	06/30/04			06/30/05			
" Computer Hardware Upgrades	06/30/04						
" Demolition (specify location[s])							
VA 20-01 Pecan	06/30/04			06/30/05			
VA 020-02 Sycamore	06/30/04			06/30/05			
VA 020-03 Pin	06/30/04			06/30/05			
VA 20-05 Cedar							
VA 020-06 N. Valor	06/30/04			06/30/05			

Petersburg Redevelopment and Housing Authority Organizational Chart



**Capital Fund Program Five-Year Action Plan
Part I: Summary**

PHA Name: Petersburg Redevelopment and Housing Authority						<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: ____
Development Number/Name/HA-Wide	Year 1 2003	Work Statement for Year 2 FFY Grant: 2004 PHA FY:	Work Statement for Year 3 FFY Grant: 2005 PHA FY:	Work Statement for Year 4 FFY Grant: 2006 PHA FY:	Work Statement for Year 5 FFY Grant: 2007 PHA FY:	
VA 020-01, Pecan Acres	Annual Statement	\$295,000	\$270,601	\$385,146	\$280,747	
VA 020-02, Sycamore Towers		\$80,000	\$75,000	\$30,000	\$35,000	
VA 020-03, Pin Oaks		\$270,601	\$310,146	\$260,601	\$335,000	
VA 020-04, Cedar Lawn						
VA 020-05, N. Valor Drive		\$30,146	\$20,000		\$25,000	
HA-Wide Physical Activities		\$20,000	\$20,000	\$20,000	\$20,000	
HA-Wide Non-Physical Activities						
HA-Wide Contingency @ X%						
CFP Funds Listed for						
5-year planning		\$695,747	\$695,747	\$695,747	\$695,747	
Replacement Housing		\$70,689	\$47,126	\$47,126	\$47,126	
Factor Funds						

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

Activities for Year 1 2003	Activities for Year 2 FFY Grant: 2004 PHA FY:			Activities for Year 3 FFY Grant: 2005 PHA FY:			
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	
See Annual Statement	HA-Wide Physical Improvements	HA-WIDE Site: Landscaping	\$5,000	HA-Wide Physical Improvements	HA-WIDE Site: Landscaping	\$5,000	
		Total Site:	\$5,000		Total Site:	\$5,000	
		ON-DEMAND Mech. and Electrical: None			ON-DEMAND Mech. and Electrical: None		
		Total M&E:			Total M&E:		
		ON-DEMAND Building Exterior: None			ON-DEMAND Building Exterior: None		
		Total B.E.:			Total B.E.:		
		ON-DEMAND Dwelling Units: None			ON-DEMAND Dwelling Units: None		
		Total DUs:			Total DUs:		
		HA-WIDE Dwelling Equipment: None			HA-WIDE Dwelling Equipment: None		
		Total D.E.:			Total D.E.:		
		HA-WIDE Interior Common Areas: None			HA-WIDE Interior Common Areas: None		
		Total ICAs:			Total ICAs:		
		HA-WIDE Site-Wide Facilities: None			HA-WIDE Site-Wide Facilities: None		
Total SWFs:		Total SWFs:					
HA-WIDE Nondwelling Equipment: Computer Upgrades	\$15,000	HA-WIDE Nondwelling Equipment: Computer Upgrades	\$15,000				
Total NDE:	\$15,000	Total NDE:	\$15,000				
Subtotal of Estimated Cost		Subtotal of Estimated Cost	\$20,000	Subtotal of Estimated Cost		Subtotal of Estimated Cost	\$20,000

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

Activities for Year 1 2003	Activities for Year 4 FFY Grant: 2006 PHA FY:			Activities for Year 5 FFY Grant: 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	HA-Wide Physical Improvements	HA-WIDE Site: Landscaping	\$5,000	HA-Wide Physical Improvements	HA-WIDE Site: Landscaping	\$5,000
		Total Site:	\$5,000		Total Site:	\$5,000
		ON-DEMAND Mech. and Electrical: None			ON-DEMAND Mech. and Electrical: None	
		Total M&E:			Total M&E:	
		ON-DEMAND Building Exterior: None			ON-DEMAND Building Exterior: None	
		Total B.E.:			Total B.E.:	
		ON-DEMAND Dwelling Units: None			ON-DEMAND Dwelling Units: None	
		Total DUs:			Total DUs:	
		HA-WIDE Dwelling Equipment: None			HA-WIDE Dwelling Equipment: None	
		Total D.E.:			Total D.E.:	
		HA-WIDE Interior Common Areas: None			HA-WIDE Interior Common Areas: None	
		Total ICAs:			Total ICAs:	
		HA-WIDE Site-Wide Facilities: None			HA-WIDE Site-Wide Facilities: None	
Total SWFs:		Total SWFs:				
HA-WIDE Nondwelling Equipment: Computer Upgrade	\$15,000	HA-WIDE Nondwelling Equipment: Computer Upgrade	\$15,000			
Total NDE:	\$15,000	Total NDE:	\$15,000			
Subtotal of Estimated Cost		\$20,000	Subtotal of Estimated Cost		\$20,000	

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

Activities for Year 1 2003	Activities for Year 2 FFY Grant: 2004 PHA FY:			Activities for Year 3 FFY Grant: 2005 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	VA 020-01, Pecan Acres	Site: Playground equipment, replace walks, sewer work	\$150,000	VA 020-01, Pecan Acres	Site: None	
		Total Site:	\$150,000		Total Site:	
		Mechanical and Electrical: Furnace replacement & Air-conditioning	\$65,000		Mechanical and Electrical: Furnace Replacement & Air Conditiong	\$100,000
		Total M&E:	\$65,000		Total M&E:	\$100,000
		Building Exterior: Replace window glazing, trim and sealant	\$80,000		Building Exterior: Replace window glazing, trim and sealant	\$70,601
		Total B.E.:	\$80,000		Total B.E.:	\$70,601
		Dwelling Units: None			Dwelling Units: Interior renovations	\$100,000
		Total DUs:			Total DUs:	\$100,000
		Dwelling Equipment: None			Dwelling Equipment: None	
		Total D.E.:			Total D.E.:	
		Interior Common Areas: None			Interior Common Areas: None	
		Total ICAs:			Total ICAs:	
		Site-Wide Facilities: None			Site-Wide Facilities: None	
Total SWFs:		Total SWFs:				
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
	Subtotal of Estimated Cost		\$295,000	Subtotal of Estimated Cost		\$270,601

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

Activities for Year 1 2003	Activities for Year 4 FFY Grant: 2006 PHA FY:			Activities for Year 5 FFY Grant: 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	VA 020-01, Pecan Acres	Site: Transformer repair/replacement, sewer work	\$150,000	VA 020-01, Pecan Acres	Site: Transformer repair/replacement, sewer work	\$75,601
		Total Site:	\$150,000		Total Site:	\$75,601
		Mechanical and Electrical: Furnace Replacement & Air Conditioning	\$185,146		Mechanical and Electrical: None	
		Total M&E:	\$185,146		Total M&E:	
		Building Exterior: None			Building Exterior: None	
		Total B.E.:			Total B.E.:	
		Dwelling Units: Interior renovations	\$50,000		Dwelling Units: Interior renovations	\$130,146
		Total DUs:	\$50,000		Total DUs:	\$130,146
		Dwelling Equipment: None			Dwelling Equipment: None	
		Total D.E.:			Total D.E.:	
		Interior Common Areas: None			Interior Common Areas: None	
		Total ICAs:			Total ICAs:	
		Site-Wide Facilities: None			Site-Wide Facilities: Community room renovations	\$75,000
Total SWFs:		Total SWFs:	\$75,000			
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
Subtotal of Estimated Cost		\$385,146	Subtotal of Estimated Cost		\$280,747	

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

Activities for Year 1 2003	Activities for Year 2 FFY Grant: 2004 PHA FY:			Activities for Year 3 FFY Grant: 2005 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	VA 020-02, Sycamore Towers	Site: None		VA 020-02, Sycamore Towers	Site: None	
		Total Site:			Total Site:	
		Mechanical and Electrical: None			Mechanical and Electrical: None	
		Total M&E:			Total M&E:	
		Building Exterior: None			Building Exterior: Re-roof and replace flashing	\$70,000
		Total B.E.:			Total B.E.:	\$70,000
		Dwelling Units: Painting	\$5,000		Dwelling Units: Painting	\$5,000
		Total DUs:	\$5,000		Total DUs:	\$5,000
		Dwelling Equipment: Window shade replacement	\$50,000		Dwelling Equipment: None	
		Total D.E.:	\$50,000		Total D.E.:	
		Interior Common Areas: Paint common areas	\$25,000		Interior Common Areas: None	
		Total ICAs:	\$25,000		Total ICAs:	
		Site-Wide Facilities: None			Site-Wide Facilities: None	
Total SWFs:		Total SWFs:				
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
Subtotal of Estimated Cost		\$80,000	Subtotal of Estimated Cost	\$75,000		

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

Activities for Year 1 2003	Activities for Year 4 FFY Grant: 2006 PHA FY:			Activities for Year 5 FFY Grant: 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	VA 020-02, Sycamore Towers	Site: Landscaping and Sitework	\$5,000	VA 020-02, Sycamore Towers	Site: None	
		Total Site:	\$5,000		Total Site:	
		Mechanical and Electrical: None			Mechanical and Electrical: Mechanical replacement	\$30,000
		Total M&E:			Total M&E:	\$30,000
		Building Exterior: None			Building Exterior: None	
		Total B.E.:			Total B.E.:	
		Dwelling Units: Painting	\$5,000		Dwelling Units: Painting	\$5,000
		Total DUs:	\$5,000		Total DUs:	\$5,000
		Dwelling Equipment: None			Dwelling Equipment: None	
		Total D.E.:			Total D.E.:	
		Interior Common Areas: Repaint and Refurbish Public Areas	\$20,000		Interior Common Areas: None	
		Total ICAs:	\$20,000		Total ICAs:	
		Site-Wide Facilities: None			Site-Wide Facilities: None	
Total SWFs:		Total SWFs:				
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
Subtotal of Estimated Cost		\$30,000	Subtotal of Estimated Cost	\$35,000		

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

Activities for Year 1 2003	Activities for Year 2 FFY Grant: 2004 PHA FY:			Activities for Year 3 FFY Grant: 2005 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	VA 020-03, Pin Oaks	Site: Repair replace transformers, sewer work	\$45,000	VA 020-03, Pin Oaks	Site: Erosion control & landscaping	\$50,000
		Total Site:	\$45,000		Total Site:	\$50,000
		Mechanical and Electrical: Air-conditioning	\$120,000		Mechanical and Electrical: Air-conditioning	\$80,146
		Total M&E:	\$120,000		Total M&E:	\$80,146
		Building Exterior: Porch reappear, replace siding/window trim	\$50,000		Building Exterior: Porch repair, replace siding/window trm	\$100,000
		Total B.E.:	\$50,000		Total B.E.:	\$100,000
		Dwelling Units: New kitchens, baths, flooring, painting	\$55,601		Dwelling Units: New kitchens, baths, flooring, painting	\$80,000
		Total DUs:	\$55,601		Total DUs:	\$80,000
		Dwelling Equipment: None			Dwelling Equipment: None	
		Total D.E.:			Total D.E.:	
		Interior Common Areas: None			Interior Common Areas: None	
		Total ICAs:			Total ICAs:	
		Site-Wide Facilities: None			Site-Wide Facilities: None	
Total SWFs:		Total SWFs:				
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
	Subtotal of Estimated Cost		\$270,601	Subtotal of Estimated Cost		\$310,146

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

Activities for Year 1 2003	Activities for Year 4 FFY Grant: 2006 PHA FY:			Activities for Year 5 FFY Grant: 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	VA 020-03, Pin Oaks	Site: Repair/replace transformers, sewer work	\$50,000	VA 020-03, Pin Oaks	Site: Repair/Replace Transformers, Sewer work	\$150,000
		Total Site:	\$50,000		Total Site:	\$150,000
		Mechanical and Electrical: None			Mechanical and Electrical: None	
		Total M&E:			Total M&E:	
		Building Exterior: Porch repair,replace window trim	\$60,601		Building Exterior: Porch repair,replace window trim	\$35,000
		Total B.E.:	\$60,601		Total B.E.:	\$35,000
		Dwelling Units: New kitchens, baths, light fixtures, flooring, painting	\$150,000		Dwelling Units: New kitchens, baths, light fixtures, flooring, painting	\$150,000
		Total DUs:	\$150,000		Total DUs:	\$150,000
		Dwelling Equipment: None			Dwelling Equipment: None	
		Total D.E.:			Total D.E.:	
		Interior Common Areas: None			Interior Common Areas: None	
		Total ICAs:			Total ICAs:	
Site-Wide Facilities: None		Site-Wide Facilities: None				
Total SWFs:		Total SWFs:				
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
	Subtotal of Estimated Cost		\$260,601	Subtotal of Estimated Cost		\$335,000

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

Activities for Year 1 2003	Activities for Year 2 FFY Grant: 2004 PHA FY:			Activities for Year 3 FFY Grant: 2005 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	VA 020-04, Cedar Lawn	Site: None		VA 020-04, Cedar Lawn	Site: None	
		Total Site:			Total Site:	
		Mechanical and Electrical: None			Mechanical and Electrical: None	
		Total M&E:			Total M&E:	
		Building Exterior: None			Building Exterior: None	
		Total B.E.:			Total B.E.:	
		Dwelling Units: None			Dwelling Units: None	
		Total DUs:			Total DUs:	
		Dwelling Equipment: None			Dwelling Equipment: None	
		Total D.E.:			Total D.E.:	
		Interior Common Areas: None			Interior Common Areas: None	
		Total ICAs:			Total ICAs:	
	Site-Wide Facilities: None		Site-Wide Facilities: None			
Total SWFs:		Total SWFs:				
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
	Subtotal of Estimated Cost			Subtotal of Estimated Cost		

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

Activities for Year 1	Activities for Year 4 FFY Grant: 2006 PHA FY:			Activities for Year 5 FFY Grant: 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
2003						
See Annual Statement	VA 020-04, Cedar Lawn	Site: None		VA 020-04, Cedar Lawn	Site: None	
		Total Site:			Total Site:	
		Mechanical and Electrical: None			Mechanical and Electrical: None	
		Total M&E:			Total M&E:	
		Building Exterior: None			Building Exterior: None	
		Total B.E.:			Total B.E.:	
		Dwelling Units: None			Dwelling Units: None	
		Total DUs:			Total DUs:	
		Dwelling Equipment: None			Dwelling Equipment: None	
		Total D.E.:			Total D.E.:	
		Interior Common Areas: None			Interior Common Areas: None	
		Total ICAs:			Total ICAs:	
	Site-Wide Facilities: None		Site-Wide Facilities: None			
Total SWFs:		Total SWFs:				
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
	Subtotal of Estimated Cost			Subtotal of Estimated Cost		

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

Activities for Year 1 2003	Activities for Year 2 FFY Grant: 2004 PHA FY:			Activities for Year 3 FFY Grant: 2005 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	VA 020-05, N. Valor Drive	Site: Erosion control & landscaping	\$5,000	VA 020-05, N. Valor Drive	Site: None	
		Total Site:	\$5,000		Total Site:	
		Mechanical and Electrical: None			Mechanical and Electrical: None	
		Total M&E:			Total M&E:	
		Building Exterior: None			Building Exterior: None	
		Total B.E.:			Total B.E.:	
		Dwelling Units: New kitchens and baths, painting	\$25,146		Dwelling Units: None	
		Total DUs:	\$25,146		Total DUs:	
		Dwelling Equipment: None			Dwelling Equipment: Appliances	\$20,000
		Total D.E.:			Total D.E.:	\$20,000
		Interior Common Areas: None			Interior Common Areas: None	
		Total ICAs:			Total ICAs:	
		Site-Wide Facilities: None			Site-Wide Facilities: None	
Total SWFs:		Total SWFs:				
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
Subtotal of Estimated Cost		\$30,146	Subtotal of Estimated Cost		\$20,000	

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

Activities for Year 1 2003	Activities for Year 4 FFY Grant: 2006 PHA FY:			Activities for Year 5 FFY Grant: 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	VA 020-05, N. Valor Drive	Site: None		VA 020-05, N. Valor Drive	Site: None	
		Total Site:			Total Site:	
		Mechanical and Electrical: None			Mechanical and Electrical: None	
		Total M&E:			Total M&E:	
		Building Exterior: None			Building Exterior: New roofs	\$25,000
		Total B.E.:			Total B.E.:	\$25,000
		Dwelling Units: None			Dwelling Units: None	
		Total DUs:			Total DUs:	
		Dwelling Equipment: None			Dwelling Equipment: None	
		Total D.E.:			Total D.E.:	
		Interior Common Areas: None			Interior Common Areas: None	
		Total ICAs:			Total ICAs:	
	Site-Wide Facilities: None		Site-Wide Facilities: None			
Total SWFs:		Total SWFs:				
Nondwelling Equipment: None		Nondwelling Equipment: None				
Total NDE:		Total NDE:				
	Subtotal of Estimated Cost			Subtotal of Estimated Cost		\$25,000

MINUTES

RESIDENT ADVISORY BOARD MEETING

September 9, 2002

Start Time 6:00 p.m. End Time 6:55 p.m.

Taken by Teresa Smith

- I. Peter Shanley opened the meeting followed by a personal introduction given by each attendee. The list of attendees was as follows:
 - Peter Shanley-PRHA
 - Cathy Parker-PRHA
 - Teresa Smith-PRHA
 - Shelia Hunt-PRHA
 - Gwen Jones-Pin Oaks
 - Charlene Woodley-Pecan Acres
 - Stonewall Odom-Section 8
 - Alice Jackson-Section 8
 - Nicole Hargraves-Pecan Acres

- II. Mr. Shanley then distributed a copy of the 5-Year Plan and clarified the origin and purpose of the PRHA Annual Plan stating that the Annual plan is a tool developed by HUD to retrieve and store data and that the annual Plan is a way to reference guidelines and procedures. He also informed residents that they can access the 5-Year Plan at the front desk of the Tompkins Building

- III. According to Mr. Shanley, changes to the Annual Plan from 2002-2003 are basically non-existent apart from the following:
 - a. Elimination of the Drug Elimination Program
 - b. Elimination of the Community Service Requirement by HUD
 - c. Capital Fund Programs will be directed towards Social Services for residents
 - d. Section 8 Voucher Program alterations were briefly outlined, Sheryl Ford will cover in detail at 9/16/02 meeting. Mr. Odom objected to the proposed method for receiving applications stating that in his opinion, this could open the door for fraudulent activities to occur.
 - e. Expansion to CDBG Emergency Home Repair

- IV. Capital Funding Activities for 2003 will be directed towards Social Service Projects, Operations and Comprehensive Upgrades to include:
 - a. Playground Equipment for both family Sites
 - b. Energy Efficient Window and Door Replacements at family sites
 - c. Upgrades at Sycamore Towers including minor landscaping and window shade replacements
 - d. Air-Conditioning and Heating Improvements at the family sites

- e. Mr. Odom inquired as to whether or not the above mentioned projects will be placed on Bid and Mr. Shanley responded that yes, they will be placed on Bid.

- V. Cathy Parker discussed the current efforts of the Family Self-Sufficiency program and how those efforts expect to yield an enrollment of 60 participants by 12/2002.

- VI. We were informed of PRHA's award to become a Housing Counseling agency on a temporary basis, which will enable the authority to provide is customer with both pre and post purchase counseling.

- VII Mr. Shanley briefly covered the Lease to Own Homeownership Program highlighting some of its' advantages to residents. Mr. Odom stated that in his opinion, the PRHA's current form of lease purchase appears to be promoting discrimination because prospective buyers who wish to participate in the program have a pre-selected, limited choice of housing from which to choose.

- VIII. The meeting ended with a brief overview of The Housing Voucher homeownership Program which will be discussed in detail by Sheryl Ford at the 9/16/02 meeting.

- IX. The date and time of the next Resident Advisory Board Meeting was announced by Cathy Parker as Monday, September 16, 2002 in the Sycamore Towers Media Room at 10:00 a.m.

MINUTES

RESIDENT ADVISORY BOARD MEETING

September 16, 2002

Start time 10:00 a.m. End time 11:05 a.m.

Minutes by Shelia Hunt

- I. The Resident Advisory Board meeting was opened by Peter Shanley, he gave a personal introduction and the attendees followed suit. The participants were as follows:

Peter Shanley	PRHA
Cathy Parker	PRHA
Shelia Hunt	PRHA
Teresa Smith	PRHA
Michael Gaddy	PRHA
Juanita Lewis	Pin Oaks
Charlene Woodley	Pecan Acres
Gwendolyn Jones	Pin Oaks
Luella Johnson	Sycamore Towers
Olive Miller	Sycamore Towers
Bernice Turner	Commissioner/Sycam. T.
Robert Jones	Commissioner

- II. Today's meeting was opened by Cathy Parker, FSS Coordinator. She began by welcoming everybody and she requested that everyone introduce themselves. Peter Shanley distributed a copy of the five year plan to those who had not attended the previous board meeting. He announced that the reference guidelines, policy and procedures could be picked up at the front desk of the Tompkins building.
- III. Mr. Shanley, informed about the changes to the Annual Plan from 2002-2003 such as:
- A. Elimination of the Drug Elimination program, PRHA still has money for Police Officers involvement on the estates. It has to be negotiated by PRHA and the Police department.
 - B. Elimination of the Community Service Requirement By HUD
 - C. The hiring of CBG Coordinator for home repair persons, the program will be expanding for emergency repairs.
 - D. Capital Fund Programs will be directed towards Social Services for residents.
 - E. Section 8 Voucher Program alternations were briefly outlined by Michael Gaddy Section 8 Specialist. If you receive a Section 8 Voucher you must live in the surrounding area for at least a year. A lottery will be instituted for Section 8

vouchers, they will be sent through the mail. Each voucher will be assigned a number.

- IV. Peter Shanley addressed Comprehensive Upgrades that would be taking place at both cites:
 - A. Money on brick and mortar at Pin Oaks and Pecan Acres.
 - B. The play grounds at each cite will be located in a different area with better toys and a new location.
 - C. Energy efficient doors and windows will be installed at each Estate site. This will hopefully lower the cost of utilities.
 - D. In Sycamore Towers the lamp shades will be replaced. Ms. Olive Miller stated that the windows at Sycamore Towers are very dirty and that they really need to be cleaned on the outside. Commissioner Bernice Turner stated that the carpets need to be cleaned and that the carpet is unsafe because the carpet are puckering up. Peter Shanley informed her about the carpets being cleaned recently, but he was not sure.
- V.
 - A. Peter briefly covered the lease to own purchase contract. He stated that This program would allow those who live in public house first choice, targeting families who occupied two and three bedroom houses. Or those who pay \$400.00 in rent or more a month. This contract would also allow those who have credit issues to straighten their credit with the option to buy.
 - B. A home buyers club will be organized in house and their will be credit Counselors to assist residents in credit issues. By the end of the contract the residents can purchase a home (prepurchase, Home Ownership). Vouchers may be used to pay down payment and a portion of mortgage.
- VI. Juanita Lewis, resident of Pin Oaks had complaints about the tiles popping up off of the floors. Commissioner Jones asked her if the tiles had ever been replaced and how long had she been their? Juanita told him that she had lived their for numerous years, but she has a new larger apartment at Pin Oaks. Commissioner Jones encouraged every one to take advantage of the FSS Program, He would like to make changes and not put band aids on problems. He stated that “It is the great American Dream for everyone to own a Home.”
- VII. Charlene Woodley complained about the paint spots on the stoves, she said that it does not look good and none of the cleaning products that she uses seems to get it off. She also said that this might be affecting her inspections that are being done by management. Commissioner Jones said that ammonia will remove paint spots. Charlene explained that it was not a paint spot, it was more like a discoloration. Then Commissioner Jones wanted to know if the stoves were ever upgraded. Mr. Gaddy from section 8 stated that some of the stoves had been replaced in the Pin Oaks Community because it took placed during the time that he was in management there.
- VIII. Gwendolyn Jones, Pin Oaks resident wanted to know if any of the houses being sold were handicap accessible? Peter Shanley reassured her that some of the houses are very large rooms and can be easily converted. He also said that one of the houses has a bedroom down stairs and it has a full bath.
- IX. The meeting ended with remarks by Cathy Parker, FSS Coordinator.

She went into details about the FSS Program; she spoke about community members who joined the PCC board and some of the efforts that they will be contributing to the program.

MINUTES

ANNUAL PLAN AND FIVE-YEAR PLAN **PUBLIC HEARING** **SEPTEMBER 16, 2002 – 7:00 P.M.** **Taken by Teresa Smith**

- I. The hearing was brought to order by Peter Shanley who then described the history, purpose and function of the annual and five-year plan to the attendees, by stating that the plan reflects all of the policies and procedures of the PRHA as well as what the PRHA is doing at the present time. Copies of the plan were distributed to those who had not received a copy and everyone was informed that a copy could also be retrieved from the receptionist at the PRHA front desk in the Thompkins Building. Mr. Shanley informed attendees that this document is submitted to HUD electronically for approval. The plan also includes an application for Federal Assistance for modernization to developments through Capital Funds.

- II. Mr. Shanley stated that there have been very few changes made to the plan and the changes that were made will be outlined at This hearing. Mr. Shanley extended the opportunity to attendees ask questions and/or make comments at anytime during the hearing so that their issues could be adequately addressed.

- III. Mr. Shanley addressed the changes to the plan as follows:
 - a. Expansion to CDBG Emergency Home Repair
 - b. Elimination of Community Service Requirement by HUD
 - c. Elimination of Drug Elimination Application-Does not affect the presence of Police at PRHA sites
 - d. Capital Fund Programs will be directed towards Social Services for residents
 - e. Section 8 Voucher program has two changes-outlined by Sheryl Ford-Portability Restriction to new Voucher holders for one year and Section 8 would like to incorporate into their application/waiting list policy the right to use the lottery system where families will be randomly selected to the waiting list providing all families with equal selection opportunity. Mrs. Ford allowed time for questions and/or comments from attendees, none responded.
 - f. Michelle Winegardner informed attendees of the 2003 changes in Capital Fund Programs – playground renovations at Pecan Acres and Pin Oaks, window and door replacements at both family sites also and heating and air conditioning at the above mentioned sites and renovations at the N. Valor Dr. site. Sycamore Towers will receive the benefits of a painting contract, landscaping and window shade replacements. A resident asked where she could find documentation of the items mentioned by Ms. Wingardner, Ms. Winegardner replied that they could be found at the front desk of the Thompkins Building. Another resident inquired about the timeframe that these changes would take effect in and she was informed by Ms. Winegardner that the plan must first be submitted to and approved by HUD before funds can be

allocated. The same resident, Mrs. Turner inquired specifically about the allocation of funds to do blind replacement and Ms. Winegardner informed her that blind replacement will come from 2001 funds and that this project will be coming forth sooner than items listed for 2003.

- g. Cathy Parker spoke on directives, goals and benefits of the Family Self-Sufficiency Program. Program goal is to have 60 signed contracts by December. She also gave an overview of the Family Services Program and mentioned the field trips that have been taken since March 2002 by youth in Public Housing and goals to partner with the Governor's PASS Program. The opportunity was extended to attendees to ask questions or make comments, none responded.
- h. Mr. Shanley then gave Mrs. Nancy Wesoff the opportunity to go over some other related activities. Mrs. Wesoff expressed the PRHA's goal to promote home ownership opportunities in Petersburg and the ideas that have been discussed with the Board of Commissioners. She further stated that opportunities will be made available to residents participating in the FSS Program as well as to residents in Public Housing who are paying high rent amounts. She stated that our programs will help residents who need assistance with credit repair, down payment assistance or counseling regarding homeownership. PRHA is developing a lease-to-own program which will provide with assistance with the homeownership transition. Peter Shanley stated that the PRHA has been granted temporary housing counselor status which will assist those in the homeownership, homebuyer club program. He also briefly discussed the homeownership voucher program that is in the process of being developed and what that program will entail. The floor was opened for questions and a resident responded by asking how much it would cost to buy one of the homes PRHA has to sell. Mr. Shanley responded that it depends on the unit and the income of the family interested in that unit. He also stated that individuals should have an annual income of \$17,000 per year. The same resident asked if assistance would be made available to PRHA residents who are on fixed incomes. Mr. Shanley answered no. A resident inquired about rental payments that are made before the time of purchase and Mr. Shanley stated that a portion of payments may go towards down payment and that other programs can provide assistance to help lower mortgage rates. A resident, Mrs. Turner stated that most of the resident attendees at this hearing are from Sycamore Towers and that do not plan to move, they want to see work that needs to be done at Sycamore Towers completed. She stated that the stairways need to be cleaned, carpet need to be cleaned again, hallways painted, laundry rooms need new washers and dryers, current machines are constantly broken, the community room needs to be completed, the blinds need to be put up. Mrs. Wesoff stated that the agency plans are for all of the PRHA sites and not just one site. Mrs. Turner stated that she hopes that residents at Sycamore Towers will not have to wait five years before plans are implemented at Sycamore Towers. They have already been waiting a long time. Mr. Shanley pointed out that the five-year plan outlines long-term goals. Mrs. Turner asked about the new roof and the leaking trap door. Ms.

Winegardner and Mrs. Wesoff stated that the roof does not need repair, but the trap door will be repaired. Cathy Parker then informed the Sycamore Towers residents of the VISTA Volunteer who will be working with FSS and Family Services to plan more activities with Sycamore Tower residents. Mrs. Wesoff informed residents that their concerns about the stair ways are an issue that they can take up with Mrs. Morgan, the manager and Mr. Pride. Mrs. Turner expressed her concern that more maintenance staff is needed. Mrs. Wesoff said that a meeting with management will address this concern. Mrs. Morgan stated that the maintenance staff is sometimes called away to work in other areas and that this is not an everyday occasion.

- IV. Mr. Shanley asked if there were anymore questions, and no one responded. He thanked everyone for attending the hearing and the meeting was adjourned.

Definition of "Substantial Deviation" and "Significant Amendment or Modification"

The Petersburg Redevelopment and Housing Authority defines the terms "Substantial Deviation" and "Significant Amendment or Modification" by stating the basic criteria for such definitions in the annual plan that has met full public process and review.

The PRHA will consider the following actions to be significant amendments or modifications:

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

An exception for this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements and such changes will not be considered significant amendments by HUD.

Voluntary Conversion Initial Assessment

The Petersburg Redevelopment and Housing Authority has conducted an initial assessment of its properties for conversion of these public housing units to tenant-based assistance and the results are as follows.

The Authority has four developments of which three are subject to the initial assessments, the other Sycamore Towers, VA020-002, is designated elderly and near elderly and is thus exempt from the initial assessment.

The other three development are Pin Oaks, VA020-003, which contains 150 units and is located in an area which is presently under consideration for HOPE VI activities. Consequently, any further assessment must be deferred until other planning is refined.

Another development is Valor Drive, VA020-006, 10 units of duplex housing which is under consideration for possible inclusion into the Authority's existing homeownership program. So, likewise, any further assessment is being postponed.

Our final development, Pecan Acres, VA020-001, is 150 units in its own discrete neighborhood which the Authority believes is inappropriate for conversion to tenant based assistance. As public housing the development can be managed, maintained and secured in a much more viable manner than if it is converted.

All other Authority units are already included in its various homeownership programs and are as a result exempt.

Identification of Resident Commissioner

Ms. Bernice Turner is at present the Resident Commissioner for the Petersburg Redevelopment and Housing Authority.