

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2004

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

PHA Plan Agency Identification

PHA Name: Sheffield Housing Authority

PHA Number: AL068

PHA Fiscal Year Beginning: 04/2004

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
2120 W. 17th Street
Sheffield, AL 35660
256-383-4773
- 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
2120 W. 17th Street
Sheffield, AL 35660
- 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
2120 W. 17th Street
Sheffield, AL 35660
- PHA development management offices
- Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[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: The Sheffield Housing Authority is committed to providing quality, affordable housing in a safe environment. Through partnerships with our residents and other groups we provide opportunities for those we serve to become self-sufficient.

B. Goals

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below) Contingent upon housing being available, and local and state support, applying for units and homeownership opportunities.
- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score) By 10%
 - Improve voucher management: (SEMAP score) By 10%
 - 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)

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)

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)

Annual PHA Plan
PHA Fiscal Year 2000
 [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)]

Optional:

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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Attachments

Required Attachments:

- Admissions Policy for Deconcentration: See Section 3.A.6. Deconcentration, Deconcentration Analysis on file in Agency Plan at Office and sent as attachment al068a02.
- FY 2002, FY 2003, FY 2004 Capital Fund Program Annual Statements (Table Library, pages 50-67
- 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 – in Agency Plan at Office.
- FY 2004 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (included in Component 18.A. page 43).
- Other (List below, providing each attachment name)
PHA Progress in Meeting the Mission and Goals. (Component 18.D., page 46)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Agency Plan Binder

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	In Agency Plan Binder
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: In Binder Under Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	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
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Statement of Progress in Meeting 5-Year Goals	Annual Plan: Goal Update
X	Voluntary Conversion Analysis.	In Binder and On File in the Central Office
X	Deconcentration Analysis: On File in Central Office	Attachment
X	Brief State of Progress In Meeting the Mission and Goals Described in 5-Year Plan	Annual Plan: 18. D.

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

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	783	4	3	4	N/A	2	2
Income >30% but <=50% of AMI	572	3	3	3	N/A	2	2
Income >50% but <80% of AMI	752	3	2	2	N/A	2	2
Elderly	331	4	3	3	3	2	2
Families with Disabilities	N/A	3	3	3	N/A	2	2
White	2308	4	4	4	N/A	2	2
Black	776	3	3	3	N/A	1	2
Hispanic	13	1	1	1	N/A	1	1
Other	0	1	1	1	N/A	1	1

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

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: 1993 Colbert County Housing Strategy Study
- 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

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			
<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	70		84
Extremely low income <=30% AMI	70	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	38	54%	
Elderly families	1	1 %	
Families with Disabilities	14	20%	
White	39	56%	
Black	31	44%	
Hispanic	0	0%	
Other	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	25	35%	39
2 BR	31	44%	30
3 BR	13	20%	14
4 BR	1	1%	1
5 BR	0	0%	0
5+ BR	0	0%	0

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes

If yes:

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

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing

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

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	61		74
Extremely low income <=30% AMI	31	51%	
Very low income (>30% but <=50% AMI)	30	49%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	48	79%	
Elderly families	2	3%	
Families with Disabilities	9	15%	
White	23	38%	
Black	38	62%	
Hispanic	0	0%	
Other		%	

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? 18 months

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

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

C. Strategy for Addressing Needs

Due to our more stringent occupancy requirements and evictions for drug use and criminal activity (which usually increases turnover), and the lack of higher income families (between 51-80% of the Median Income) on our waiting list our focus this coming year will be towards increasing our occupancy percentage by reducing our apartment turn-over time. Given the high level (100%) of housed families with income less than 30% of Average Median Income (AMI), the lack of higher income applicants, and the flatness in the economy, it is anticipated that the median income of those residents housed will stay about the same or become lower. Only by reducing vacancy rates and turnover times will we increase the number of families served.

With our turnover averaging 20%, the Sheffield Housing Authority's turnover rate is in the medium-low range for agencies in our area. Since our waiting list is low in number, there does not appear to be a general shortage of affordable housing in Sheffield, although the Colbert County figures show that 783 families had income at 30% or less of the Median Income, thus showing us that the greatest need for housing exists outside of Sheffield. Currently, approximately 60% of the families on our waiting list live outside of Sheffield.

Overall, the focus of our strategy is to provide the best quality housing through effective maintenance and management policies, continued renovation of our apartments, and enforcement of the lease requirements, with emphasis on increasing the number of working families on our waiting list.

(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:

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

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

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

Select all that apply

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

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

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

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- 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)

Update our Section 504 Needs Assessment for Public Housing.

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

- 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)

Short waiting list.

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		
a) Public Housing Operating Fund	\$857,696.00	
b) Public Housing Capital Fund	\$687,175.00	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,334,534.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$159,500.00	Daily Operations
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	\$3,038,905.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

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

When we have several vacancies (5+ scattered among several bedroom sizes), we begin verification as soon as we take the application. When we have fewer vacancies, or no vacancies, we wait until a family is approximately the fifth from the top of the waiting list before we begin verification.

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

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

(2) Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(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?

Current waiting list has over 97% of the families on it below 30% of median area income. Because of this, we expect to meet and exceed the federal targeting requirements; however, it is not because we are targeting any families.

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)
The availability of a transfer unit, our turnover crew not having a backlog of work, and the tenant having paid a \$125.00 transfer fee.
- 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)

Involuntary Displacement Due to Fire or Declared Government Disaster.

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.

2 Date and Time

1 Involuntary Displacement Due to Fire or Declared Government Disaster.

Former Federal preferences:

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

Other preferences (select all that apply)

- 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)

Involuntary Displacement Due to Fire or Declared Government Disaster.

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)
Introductory Audio/Video Presentation.

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:

B. Section 8

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

(1) Eligibility

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

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

Other (list below)

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

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

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

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

Criminal or drug-related activity

Other (describe below)

(2) Waiting List Organization

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

None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

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

PHA main administrative office

Other (list below)

(3) Search Time

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

If yes, state circumstances below:

An inability to find suitable housing after the applicant has made a considerable effort over the 60-day period.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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.

- 2 Date and Time
1 Involuntary Displacement Due to Fire or Declared Government Disaster.

Former Federal preferences

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

Other preferences (select all that apply)

- 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)
Involuntary Displacement Due to Fire or Declared Government Disaster.

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)

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

(1) Income Based Rent Policies

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:

Ceiling Rents which are now the same as Flat Rents (see ACOP).

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)

The Flat Rents adopted are as follows:

Developments	Bedroom Sizes				
	0-BR	1-BR	2-BR	3-BR	4-BR
AL-068-1 & 2					
Rent		242	285	356	399
Utilities		107	129	147	176
Total		314	374	455	524
AL-068-3A, 3B					
Rent		242	285	356	399
Utilities		123	152	175	209
Total		365	437	531	608
AL-068-4					
Rent		242	285	356	399
Utilities		133	162	190	217
Total		375	447	546	616
AL-068-5					
Rent	200	242	285	356	399
Utilities	112	124	151	174	202
Total	312	366	436	530	601
AL-068-6					
Rent	200	242	285	356	399
Utilities	113	120	144	168	207
Total	313	362	429	524	606
AL068-8					
Rent	200	242			
Utilities	121	142			
Total	321	384			

B. Section 8 Tenant-Based Assistance

(1) Payment Standards

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

- At or above 90% but below 100% of FMR
- 100% of FMR

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

This section is not required of High Performing PHAs. Information, such as the Organization Chart is found in the Agency Plan binder in the Main Office.

A. PHA Management Structure

(select one)

- An organization chart showing the PHA's management structure and organization is attached. (see Agency Plan binder)
- A brief description of the management structure and organization of the PHA follows: The Sheffield Housing Authority is divided into five divisions: Housing, Section 8, Maintenance, Resident Services and Finance. The Housing Division handles all Low Rent Public Housing matters. The Section 8 Division handles all Section 8 matters. The Maintenance Division handles all Maintenance and Modernization matters. The Resident Services Division works with the RAB and Housing Division on tenant matters. The Finance Division handles all finance matters.

B. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	388	84
Section 8 Vouchers	331	74
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

These policies are not required of High Performer agencies. The following are contained in our Agency Plan binder at our Main Office: Maintenance Charges, Pest Control Policy, Maintenance Plan, Procurement, Disposition Policy, Internal Procedures for Handling Grievances, Personnel Policy (includes hiring, promotion, and termination policies), and Rent Collection Policy. For other Low Rent and Section 8 policies, please consult our ACOP and Section 8 Administration Plan.

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

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

High Performer agencies are not required to include the Grievance Policy in the Annual Plan. It is contained in our Agency Plan binder at the Main Office.

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)
Section 8 Office located at 2202 W. 17th Street, Sheffield, AL 35660

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

A. Capital Fund Activities

(1) Capital Fund Program Annual Statement

Parts I, II, and III of the Annual Statement for the Capital Fund Program are attached. These parts identify the capital activities of the PHA for the upcoming year to ensure the long-term physical and social viability of the PHA's housing developments.

Select one:

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

-or-

- The Capital Fund Program Annual Statement are provided in the Attachments to this document. (see Table Library)

(2) Optional 5-Year Action Plan

The 5-Year action plan is included in the Attachments to this document.

- 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)

-or-

- The Capital Fund Program 5-Year Action Plan is provided in the Attachments section of this document located at the end.

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

The Housing Authority learned this year that the Archer Village development (AL68-08) was built for the elderly and disabled. No designation was necessary.

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

2. Activity Description

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

Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

Voluntary Conversion Required Initial Assessments (Component 10(B)):

- a. How many of the PHA's developments are subject to the Required Initial Assessments? ALL
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? NONE
- c. How many Assessments were conducted for the PHA's covered developments? 8

- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: NONE
- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: NOT/APPLICABLE. ASSESSMENTS COMPLETED.

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

1a. Development name:
1b. Development (project) number:

2. Federal Program authority:

- HOPE I
- 5(h)
- Turnkey III
- Section 32 of the USHA of 1937 (effective 10/1/99)

<p>3. Application status: (select one)</p> <p><input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input type="checkbox"/> Planned application</p>
<p>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)</p>
<p>5. Number of units affected:</p> <p>6. Coverage of action: (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

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)]

High Performing housing authorities are not required to submit any information on this component. We have included our Community Service Policy as an informational service only. The full policy is available in our ACOP that is in the Agency Plan binder at our Main Office.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 13/Nov/00

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

The Sheffield Housing Authority does not have a Self-Sufficiency Program.

(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)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- 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:

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
--

The full Community Service Policy is on display in the Agency Plan on display at the Central Office. A summary of the Community Service Policy is as follows:

General Program Requirements

- (a) Participation. Except for residents exempted, each adult resident of a public housing development shall:
 - (1) Contribute 8 hours per month of community service (not including political activities); or (2) Participate in an economic self-sufficiency program for 8 hours per month.
- (b) Effective date of participation. The requirement is effective for all nonexempt residents following execution of a lease, containing these provisions, by the family head of household.
- (c) PHA obligation. PHAs must, at a minimum:
 - (1) Develop a local policy for administration of a community service and economic self-sufficiency program.

- (2) Provide written notification of the provisions of the community service requirements to all residents. The notice should describe the requirement, identify who is exempt and how exemptions will be verified. The PHA should state when the requirement is effective, as well as the obligations and responsibilities of adult family members, and the consequences of non-compliance.
- (3) Determine for each public housing family which family members are subject to or exempt from the community service and self-sufficiency requirement and approves the resident's planned activities to fulfill the requirement.
- (4) No more or less frequently than annually, review and determine the compliance of residents with the requirements at least 30 days before lease term expires. Determine any changes to each adult family member's exempt or nonexempt status.
- (5) Retain reasonable documentation of community service participation or exemption in resident files.
- (6) Comply with the civil rights requirements in 24 CFR part 5.

Program Exemptions

- (a) 62 years or older;
- (b) Is a person with vision impairment or other person with disabilities, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c), and who is unable to comply with this section, or is a primary caretaker of such individual;
- (c) Is engaged in a work activity as defined under section 407(d) of the Social Security Act (42 U.S.C. 607(d), as in effect on and after July 1, 1997);

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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.

We are a High Performing PHA. The PHDEP program was discontinued several years ago.

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 use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

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)

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

D. Additional information as required by PHDEP/PHDEP Plan

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 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. PET POLICY

[24 CFR Part 903.7 9 (n)]

A tenant may own one or more common household pets or have one or more common household pets, subject to the rules for pet ownership that are fully explained in the policy that is contained in the Agency Plan at the Central Office. Tenants must apply to have pets. A summation of the tenant pet policy is as follows:

- a. Each Head of Household may own up to two pets. If one of the pets is a dog or cat (or other four-legged animal), the second pet must be contained in a cage or an aquarium for fish. Each bird, or other animals, other than fish, shall be counted as one pet.
- b. If a pet is a dog, or cat, it must be neutered/spayed by the age of six (6) months, and casts must be declawed by the age of three (3) months. The weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed 20 pounds in

- weight (fully grown). All other four-legged animals are limited to 10 pounds (fully grown). Dog or cat must be registered with the City of Sheffield.
- c. The annual fee to have a dog or cat is \$50.00 and a \$300 deposit. Other fees or deposits vary, see the complete policy.
 - d. Assistance animals are excluded from such fees (see full policy for details).

Senior or Disabled Residents. A Senior or Disabled Resident may own and keep common household pets. Senior or Disabled Residents must apply to have a pet. A brief summation of the Senior or Disabled Pet Policy is as follows:

- a. Only one pet may be kept in any one apartment. Permitted pets are domesticated (tame) dogs (their weight may not exceed 30 lbs.), cats, fish, turtles in tank or bowl, birds, gerbils, hamsters, guinea pigs, and rabbits in a cage.
- b. Only one pet may be kept in any one apartment. Dogs and cats must be licensed yearly by the City of Sheffield.
- c. Residents are solely responsible for their pet.
- d. If a pet is a dog, or cat, it must be neutered/spayed by the age of six (6) months, and casts must be declawed by the age of three (3) months. The weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed 20 pounds in weight (fully grown). All other four-legged animals are limited to 10 pounds (fully grown).
- e. A \$300 deposit, paid in advance is required. Other fees or charges may vary, see the complete policy.
- f. Assistance animals are excluded from such fees (see full policy for details).

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

High Performing PHAs are not required to complete this component. The Sheffield Housing Authority is a High Performing PHA.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment (File name)
 - 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.)

Note: Final Rule on this matter, 24 CFR 964.420, does not require the election of the resident Board member. Since Alabama law restricts Board participation to five members, the Board proposed that a resident be appointed by the appointing local official at the next vacancy. A resident was appointed to the Board in 2000 by the local appointing official.

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

1. Consolidated Plan jurisdiction: State of Alabama

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

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

- Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: ADECA has certified that our plan was consistent with the State of Alabama's Consolidated Plan.

D. Other Information Required by HUD

1. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

The Sheffield Housing Authority's "Mission Statement" is "The Sheffield Housing Authority is committed to providing quality, affordable housing in a safe environment. Through partnership with our residents and other groups we provide opportunities for those we serve to become self-sufficient." During the past four years, we have been very successful in living up to our Mission Statement through emphasis in our Preventative Maintenance Program by our hiring a full-time inspector to inspect our housing units twice-a-year; developing a program of services to residents that includes alternate activities for school-age children, activities and programs for adult and senior citizen residents (such as budget counseling, crafts, and housekeeping skills), and developing a Step-up Apprenticeship Program through the Department of Labor for training our residents (funding cuts from HUD has forced us to put the Step-up Program momentarily "on hold." A transportation program developed for our residents did not attract enough riders for it to be continued; however, a handicapped accessible van was purchased to facilitate trips made by tenants and RAB members to conferences.

The Sheffield Housing Authority has as a goal to expand the supply of assisted housing through reducing public housing vacancies, leverage private or other public funds to create additional housing opportunities, and if available applying for units and homeownership opportunities. On a daily basis, and through monthly reports, vacancy loss is analyzed, and has been reduced approximately 27% during the past three years, however we feel it is still too high and we are striving through our Preventative Maintenance and Inspection Programs to reduce the amount of time it takes to renovate and fill an apartment. Our turnover days has steadily dropped this year as evidence by the following chart:

Month (2003)	Down Time	Make Ready Time	Lease Up Time	Total Turnaround Time
April	.87	24.40	22.20	47.47
May	.85	13.62	30.23	44.70
June	.90	15.49	25.49	41.88
July	.09	13.00	16.73	29.73
August	.58	15.44	8.89	24.67
September	.63	8.38	7.75	16.76

We are reviewing opportunities to increase housing, but opportunities are not as plentiful as anticipated when this goal was developed.

The Sheffield Housing Authority has improved the quality of assisted housing by increasing our PHAS goals by 15% during the past two years. PHAS inspection scores of our apartments have increased from 77.5% to 91.5% during the past three years. This year we were designated as a "High Performer" Agency for FY 2002 and FY 2003. Our RASS scores have stayed at over 90%. A follow-up plan for Neighborhood Appearance was not required this year because our RASS score on this component was 75.7%.

Nonetheless, we continued to work on improving our Neighborhood Appearance by:

- a. Twice a week development policing with tenants being charged for trash and other items picked-up in their yards,
- b. Daily patrols of each development for abandoned vehicles, graffiti, and other items that detract from the neighborhood appearance,

- c. Housekeeping inspections conducted at apartments that demonstrate poor inside and outside appearances,
- d. A developed plan for cutting the grass, trimming the shrubbery, trimming the walks and curbs, and maintaining the trees, and
- e. Moving Landscaping items up in the 5-Year Plan to take care of them sooner.

MASS scores continue to improve and are monitored on a quarterly basis. Currently we are projected to have a 100% MASS score. Voucher management is monitored several times a month by our Finance and Section 8 Departments and our program utilization has increased to over 104%. SEMAP indicators show that we are successfully reporting 98% of our information to HUD. Lease-up last fiscal year was 327 units for 100% utilization. As mentioned above, we were rated as a "high performer" for FY 2002 and FY 2003. Payment Standards have been raised during the past four years the following amounts: 0-Bedroom \$23.00, 1-Bedroom \$26.00, 2-Bedroom \$31.00, 3-Bedroom \$41.00, and 4-Bedroom \$46.00. Our Modernization Program is on-track with funds 100% obligated within one month of grant award and fully expended within 14 to 15 months after grant award. No housing has been demolished, so no replacement housing has been needed.

As mentioned in the previous paragraph, we have been maximizing our voucher management through increased monitoring of our program, and we have sought to increase voucher payment standards where we felt they were needed.

The housing authority learned during this year that Archer Village did not need any special designation from HUD as an "elderly and disabled" development because it originally was designed and constructed as one. With regards to safety concerns, we have established a neighborhood watch at Archer Village, Manning Homes, and are still in the process of developing one at Long Lowe. We monitor daily the police patrols in all of our developments.

The Sheffield Housing Authority continues to work to ensure equal opportunities in housing for all Americans. We outreach to other non-profits in our area, such as Community Action and Safe Place, to educate them, and their clients, of our housing opportunities.

D. Other Information Required by HUD (cont.)

2. Criteria for Substantial Deviation and Significant Amendments:

a. Amendment and Deviation Definitions:

- (1) Substantial Deviation from the 5-Year Plan: This Authority defines a “Substantial Deviation” to the 5-Year and Annual Plan as any changes to rent or admissions policies or organization of the waiting list. In the event of a substantial decrease in funds in the Capital Fund Program that would eliminate or modify modernization work items that have already been approved, items dropped or moved to later years would be based-on the original priorities established for the items, with a revised budget containing these items approved by the Board of Commissioners.**
- (2) Significant Amendment or Modification to the Annual Plan: A “Significant Amendment” or “Significant Deviation” would be additions of non-emergency items not included in the current Annual Statement or 5-Year Action Plan, changes in use of replacement reserve funds under the Capital Fund, and any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. These would have to be commented upon by the RAB and receive Board of Commissioners approval. Additions of non-emergency items already included in the current Annual Statement or 5-Year Action Plan or items added that reflect changes in HUD regulatory requirements would not be considered a “Signification Amendment” or Significant Deviation” and would not have to have RAB approval, but these items must be approved by the Board of Commissioners in a Budget revision.**

Attachments

Attachment al068a02 is the Deconcentration Analysis in accordance with PIH Notice 2001-4 and 24 CFR Part 903

7. Capital Fund Program Tables

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program Grant No: AL09P06850101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report 9/30/2003					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$13,500	\$12,261	\$12,261	\$12,261
4	1410 Administration	\$64,390	\$63,415	\$63,415	\$63,415
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$8,775	\$10,651	\$10,651	\$10,651
8	1440 Site Acquisition				
9	1450 Site Improvement		\$38,830	\$38,830	\$38,830
10	1460 Dwelling Structures	\$592,920	\$558,482	\$558,482	\$558,482
11	1465.1 Dwelling Equipment—Nonexpendable	\$26,650	\$23,955	\$23,955	\$23,955
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$22,500	\$22,241	\$22,241	\$22,241
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$5,000	\$3,900	\$3,900	\$3,900
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$733,735	\$733,735	\$733,735	\$733,735
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				

7. Capital Fund Program Tables

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Sheffield Housing Authority			Grant Type and Number Capital Fund Program Grant No: AL09P06850101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL68-3A	Cabinets	1460	60	120,000	0	0	0	In 2003 CFP
AL68-3B	Metal Roofs & Insulation	1460	41	35,000	48,188	48,188	48,188	Complete
	Steel Front & Back Storm Doors	1460	41	20,500	20,243	20,243	20,243	
	Interior Doors	1460	41	38,320	12,318	12,318	12,318	
	Replace Front & Back Entr Doors	1460	41	20,600	12,871	12,871	12,871	
	Cabinets	1460	41	30,000	68,731	68,731	68,731	
	Ranges & Refrigerators	1465 01	41	26,650	23,955	23,955	23,955	
	Relocation Costs	1495 01	41	5,000	3,900	3,900	3,900	
	Miscellaneous/Painting	1460	41	0	29,101	29,101	29,101	
	Water Heaters	1460	41	0	1,136	1,136	1,136	
68-4	Roofing & Insulation	1460	50	0	20,991	20,991	20,991	In Process 2002 CFP
68-8	Parking Bays/Landscaping	1450	58	0	4,348	4,348	4,348	Complete
PHA Wide	Force Account Labor & Benefits	1460		328,500	304,903	304,903	304,903	
	Force Account Labor & Benefits	1450		0	7,368	7,368	7,368	

7. Capital Fund Program Tables

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program Grant No: AL09P06850101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Inventory/Maintenance Clerk	1410		18,815	18,265	18,265	18,265	
	Fringe Benefits	1410		20,000	19,450	19,450	19,450	
	Resident Management	1408		3,500	3,550	3,550	3,550	
	Adm Salaries prorated to CFP	1410		25,575	25,700	25,700	25,700	
	Computers/Office Equipment	1408		7,500	8,711	8,711	8,711	
	Training	1408		2,500	0	0	0	
	Truck	1475		22,500	22,241	22,241	22,241	
	Lead Based Paint Testing	1430		8,775	10,651	10,651	10,651	
	Parking/Maint. Parking Lot	1450		0	27,114	27,114	27,114	
	Utility Meters	1460		0	40,000	40,000	40,000	

7. Capital Improvement Needs

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Sheffield Housing Authority			Grant Type and Number Capital Fund Program No: AL09P06850101 Replacement Housing Factor No:				Federal FY of Grant: 2001
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
68-3A	6/1/03	6/1/05		6/1/04	6/1/06		
68-3B	6/1/03	6/1/03	6/1/03	6/1/04	9/30/03	9/30/03	
68-4		6/1/03	6/1/03		9/30/03	9/30/03	
68-8		6/1/03	6/1/03		9/30/03	9/30/03	
PHA Wide	6/1/03	6/1/03	6/1/03	6/1/04	9/30/03	9/30/03	
MGT Improvements	6/1/03	6/1/03	6/1/03	6/1/04	9/30/03	9/30/03	

7 Capital Improvement Needs.

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program Grant No: AL09P06850102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$13,100	\$13,100	\$13,100	\$6,099
4	1410 Administration	\$60,971	\$60,971	\$60,971	\$55,897
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs			\$500	\$284
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$508,275	\$562,925	\$562,425	\$374,534
11	1465.1 Dwelling Equipment—Nonexpendable	\$71,500	\$35,000	\$35,000	\$39,945
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	\$26,050	\$15,400	\$15,400	\$15,316
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$16,500	\$9,000	\$9,000	\$0
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$696,396	\$696,396	\$696,396	\$492,075
22	Amount of line 21 Related to LBP Activities	\$516,500	\$518,000	\$489,838	\$345,571
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				

7 Capital Improvement Needs.

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

PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program Grant No: AL09P06850102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
68-3A	Cabinets	1460	60	120,000	90,000	90,000	25,659	
	Front & Back Entrance Doors	1460	60	30,000	24,000	24,000	16,313	
	Stoves & Refrigerators	1465 01	60	39,000	35,000	35,000	39,945	
	Relocation Costs	1495 01	60	9,000	9,000	9,000	0	
	Interior Doors	1460	60	0	15,000	15,000	13,576	
	Steel Storm Doors	1460	60	0	30,000	30,000	27,604	
	Painting/Miscellaneous	1460	60	0	0	12,500	12,468	
	Lead Based Paint Testing	1430	60	0	0	500	284	
68-4	Stoves	1465 01	50	12,500	0	0	0	
	Refrigerators	1465 01	50	20,000	0	0	0	
	Steel Storm Doors	1460	50	25,000	0	0	0	
	Interior Doors	1460	50	50,000	0	0	0	
	Replace Front & Back Entr Doors	1460	50	25,000	0	0	0	
	Relocation Costs	1495 01	50	7,500	0	0	0	
	Water Heaters	1460	50	0	0	2,087	2,087	
	Roofing & Insulation	1460	50	0	0	30,000	27,160	
68-6	Roofing & Insulation	1460	34	0	50,000	50,000	0	

7 Capital Improvement Needs.

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program Grant No: AL09P06850102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	Force Account Labor & Benefits	1460		258,275	353,925	308,838	249,667	
	Modernization Clerk	1410		16,500	16,500	16,500	14,951	
	Resident Mgt.	1408		3,600	3,600	3,600	3,300	
	Training	1408		2,000	2,000	2,000	2,000	
	Adm Salaries prorated to CFP	1410		26,208	26,208	26,208	23,934	
	Employee Benefits – Adm	1410		18,263	18,263	18,263	17,012	
	Truck	1475		26,050	15,400	15,400	15,316	
	Computers & Printers	1408		7,500	7,500	7,500	799	

7. Capital Improvement Needs.

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program No: AL09P06850102 Replacement Housing Factor No:				Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
68-3A	5/31/04			5/31/05			
68-4	5/31/04	FFY 2003		5/31/05	FFY 2003		
68-6		5/31/04			5/31/04		
PHA Wide	5/31/04			5/31/05			

7. Capital Improvement Needs.

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program Grant No: AL09P06850103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$11,300		\$3,700	0
4	1410 Administration	\$57,000		\$57,000	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$464,682		\$464,682	0
11	1465.1 Dwelling Equipment—Nonexpendable	\$32,500		0	0
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$7,500		\$7,500	0
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$572,982		\$532,882	0
22	Amount of line 21 Related to LBP Activities	\$415,000		\$412,182	0
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				

7. Capital Improvement Needs.

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Sheffield Housing Authority			Grant Type and Number Capital Fund Program Grant No: AL09P06850103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL68-4	Stoves	1465 01		12,500		0	0	
	Refrigerators	1465 01		20,000		0	0	
	Steel Storm Doors	1460		25,000		25,000	0	
	Interior Doors	1460		50,000		50,000	0	
	Replace Front & Back Entr Doors	1460		25,000		25,000	0	
	Cabinets	1460		80,000		80,000	0	
	Relocation Costs	1495 01		7,500		7,500	0	
PHA Wide	Force Account Labor & Benefits	1460		224,682		224,682	0	
	Modernization Clerk	1410		17,000		17,000	0	
	Resident Mgmt	1408		3,700		3,700	0	
	Adm Salaries Prorated to CFP	1410		20,000		20,000	0	
	Employee Benefits – Admin	1410		20,000		20,000	0	
	Computers & Printers	1408		7,600		0	0	
	Utility Meters	1460		60,000		60,000	0	

7. Capital Improvement Needs.

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

PHA Name: Sheffield Housing Authority	Grant Type and Number Capital Fund Program No: AL09P06850103 Replacement Housing Factor No:	Federal FY of Grant: 2003
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
68-4	5/31/05			5/31/06			
PHA Wide	5/31/05			5/31/06			

7. Capital Improvement Needs.

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program Grant No: AL09P06850203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	\$10,600			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$103,593			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$114,193			
22	Amount of line 21 Related to LBP Activities	\$103,593			
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				

7 Capital Improvement Needs.

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

PHA Name: Sheffield Housing Authority	Grant Type and Number Capital Fund Program No: AL09P06850203 Replacement Housing Factor No:	Federal FY of Grant: 2003
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA Wide	5/31/05			5/31/05			

7 Capital Improvement Needs.

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program Grant No: AL09P06850104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$37,400			
3	1408 Management Improvements	\$8,700			
4	1410 Administration	\$66,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$3,300			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$557,000			
11	1465.1 Dwelling Equipment—Nonexpendable	\$39,600			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$5,000			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$717,000			
22	Amount of line 21 Related to LBP Activities	\$565,300			
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				

7 Capital Improvement Needs.

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Sheffield Housing Authority		Grant Type and Number Capital Fund Program No: AL09P06850104 Replacement Housing Factor No:				Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
AL68-5	5/31/06			5/31/06			
PHA Wide	5/31/06			5/31/06			

7 Capital Improvement Needs.

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name Sheffield Housing Authority			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:		
Development Number/Name/HA-Wide	Year 1 FFY 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY:	Work Statement for Year 3 FFY Grant: 2006 PHA FY:	Work Statement for Year 4 FFY Grant: 2007 PHA FY:	Work Statement for Year 5 FFY Grant: 2008 PHA FY:
	Annual Statement				
AL68-1 Sheffield Homes			\$81,500	\$56,800	
AL68-2 Long Lowe			\$36,500	\$86,200	
AL68-3A Manning Homes			\$37,500		
AL68-3B Oak Hill Homes		\$74,000			
AL68-4 Long Lowe Addition			\$53,950		
AL68-5 Manning Homes Addition		\$127,000	\$71,350		
AL68-6 Long Lowe Addition		\$22,100		\$40,800	
AL68-8 Archer Village				\$86,875	
All Projects		\$390,500	\$352,500	\$360,125	\$640,800
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

7 Capital Improvement Needs.

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : ____ FFY Grant: 2005 PHA FY:			Activities for Year: ____ FFY Grant: 2006 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	68-3B	Floor Tile	\$74,000	68-3A, 68-4, 68-5	Floor Tile	\$110,000
Annual						
Statement	68-5	Handrails	\$50,000	68-1	Stoves & Refrig.	\$40,000
		Roofing & Insulation	\$77,000		Storm Doors	\$28,000
					Porch Posts	\$13,500
	68-6	Stoves	\$8,500			
		Refrigerators	\$13,600	68-2	Storm Doors	\$25,000
					Porch Posts	\$11,500
	All	Force Account Labor/Benefits	\$356,100			
		Landscaping/Tree Trimming	\$34,400	68-4/68-5	Change Rheem Heaters	\$52,800
		Modernization Clerk	\$18,000	All	Force Account Labor & Benefits	\$352,500
		Resident Mgmt	\$3,900		Modernization Clerk	\$18,700
		Adm Salaries Prorated to CFP	\$28,000		Resident Mgmt	\$4,000
		Employee Benefits – Admin	\$21,000		Adm Salaries Prorated to CFP	\$29,000
		Truck	\$30,000		Employee Benefits-Adm	\$22,000
		Training	\$2,500		Computers/Office Eq.	10,000
	Total CFP Estimated Cost		\$717,000			\$717,000.00

7 Capital Improvement Needs.

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : ____ FFY Grant: 2007 PHA FY:			Activities for Year: ____ FFY Grant: 2008 PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
68-1	Bathroom Sinks	\$8,250	All	New Office	\$288,600
	Lavatory Faucets	\$5,500		Force Acct Labor & Benefits	\$352,200
	Repl. Kitchen Windows	\$16,500		Modernization Clerk	\$19,000
	Clothesline Poles	\$3,000		Resident Mgmt	\$4,500
	Back Porch Lights	\$2,750		Adm Salaries Prorated to CFP	\$29,700
	Stainless Stl Vent Hoods	\$2,750		Employee Benefits Adm	\$23,000
	Stainles Stl Backsplashes	\$6,050			
	Vinyl Ends of Bldg	\$12,000			
68-2	Stoves	\$13,200			
	Refrigerators	\$16,800			
	Stoves from Gas to Elec	\$16,800			
	Bathroom Sinks	\$7,200			
	Lavatory Faucets	\$4,800			
	Repl. Kitchen Windows	\$14,400			
	Vinyl Ends of Bldg.	\$13,000			
68-6	Storm Doors	\$20,400			
	Paint Interior of Apts	\$20,400			
68-8	Stoves	\$16,225			
	Refrigerators	\$20,650			
	Community Room Renovation	\$50,000			

7 Capital Improvement Needs.

All	Force Account Labor/Benefits	\$360,125			
	Modernization Clerk	\$18,900			
	Resident Mgmt	\$4,500			
	Adm Salaries Prorated to CFP	\$29,800			
	Employee Benefits – Adm	\$23,000			
	Office Equipment	\$10,000			
Total CFP Estimated Cost		\$717,000			\$717,000

