

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

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# 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:** The Housing Authority of the City of St. Petersburg

**PHA Number:** FL-002

**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
- PHA development management offices
- PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 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: (state mission here)  
*It is the mission of the Housing Authority of the City of St. Petersburg to provide a variety of safe, sanitary, accessible, decent and affordable housing to eligible citizens of the City of St. Petersburg, while enhancing and promoting resident self-sufficiency*

**B. Goals**

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

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

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

The following list contains statements related to the progress the St. Petersburg Housing Authority has made in reaching the stated goals.

**I. Finance – The Authority will work towards achieving financial independence from HUD for conventional housing through a variety of revenue producing methods.**

- The Authority has not yet made substantial progress in achieving this goal.

**II. Jordan Park Project – The Authority shall:**

**A. Complete the modernization of Jordan Park and build housing that can be competitive in the open market.**

- This goal has been achieved.

**B. Continue replacement housing for the units lost through density reduction.**

- This goal has been achieved. The Authority has acquired 53 units of replacement housing.

**III. Organizational Effectiveness – Continue an effective organizational structure to support accomplishment of the goals set for the Authority over the next five**

years. This includes continued review and update of internal controls, policies, procedures and processes for the entire organization..

- The Authority is adhering to the components of this goal.

**IV. Resident Services Initiatives – Coordinate, institute and provide oversight in the development of programs and initiatives to encourage and assist residents in their transition to economic self-sufficiency. The Authority will assist and provide oversight in the development and maintaining of programs to assist elderly and handicapped/disabled residents in maintaining their independence to the greatest extent possible.**

- The Authority continues to make progress in achieving this goal. In particular the Jordan Park HOPE VI project has added numerous resident services initiatives. The Authority has implemented a Service Coordinator Program for elderly and disabled residents, a Self-Sufficiency Program with Partners in Self-Sufficiency, and a Homeownership Program that will assist up to 140 first-time homeowners. We have constructed a Center for Achievement which houses service providers and St. Petersburg College.

**V. Assist, promote and develop affordable housing diversification throughout the City – The development of affordable housing outside the realm of traditional assisted housing can not be just an “add-on”. For the continued survival and success of the Authority, a priority shall be placed on development of non-conventional and non-HUD assisted affordable and market housing within the St. Petersburg Housing Authority’s jurisdiction. This shall be accomplished both individually by the Authority, and by forging partnerships with other organizations for the benefit of the community.**

- The Authority continues to make progress in reaching this goal. Our Homeownership Program which will assist up to 140 first-time homeowners is an example of our commitment to this goal. The Authority also continues to partner with local non-profit affordable housing providers to develop new affordable homeownership opportunities.

**VI. SPHA Image/Community Support – The Authority, through development of strong public relations programs, will use and create opportunities to promote and educate the community of its programs and the diversification of the projects it has undertaken to serve residents.**

- The Authority continues to make substantial progress in achieving this goal.

**Annual PHA Plan**  
**PHA Fiscal Year 2004**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The St. Petersburg Housing Authority's (SPHA) FY2004 Annual Agency Plan is provided to detail how the Authority plans to realize its declared mission and achieve its stated goals as identified in the SPHA 5-Year Plan.

There continues to be a need for affordable housing in the City of St. Petersburg, particularly for families earning less than 80% of area median income. In addition, housing for lower income families is generally concentrated in the inner city of St. Petersburg. The SPHA continues to address these issues by providing and/or developing more affordable housing options to families making less than 80% of the area median income. SPHA also continues to encourage participation of landlords owning property, in areas outside the central city boundaries.

The SPHA intends to diversify the income ranges of families living in public housing. SPHA has instituted a deconcentration of poverty strategy that will bring higher income families into developments, or areas, with a concentration of very-low-income families, while rewarding lower-income families that seek to achieve self-sufficiency through employment. SPHA uses admission preferences to achieve these goals.

Details on the management of the Authority, and the Authority's assets, are provided in the Plan. A list of financial resources, policies for governing eligibility, selection and admissions to housing programs, rent determination policies, operations and management procedures, a capital improvement plan and an asset management plan are provided to ensure the sound operation of the SPHA.

The Housing Authority has claimed marketing exemption for Sub-indicator 1, Vacant Unit Turnaround time for our PHAS submission for fiscal years 2001 through 2003. The problem we are experiencing is in the lease up time for the Graham Park building, a 336-unit elderly/handicapped/disabled building located on the fringe of downtown St. Petersburg, Florida. Area applicants who would qualify for public housing are often moving from a larger residence (single family homes) into apartments. The overall rental market consists of a small share of potential renters who are willing to lease efficiency units when larger one-bedroom units are offered in comparable properties, at the same rent (30% of income). The City of St. Petersburg has 19 subsidized residential properties designated for elderly and/or handicapped/disabled, and six (6) are within a two to three-mile radius of Graham Park. The six (6) closest federally subsidized properties provide a total of 906 apartments, and 83% are one-bedroom units. Graham Park has a disproportionate number of efficiency (0 bedroom) units with a total of 204 out of 336 units (60.7%). This condition is further evidenced by the open waiting list for Graham, which has remained open for at least the last eight (8) years.

Improvement Plan: SPHA and the current private management firm have been working together for some time now, to find new ways to aggressively market the building. Property beautification has been identified as an incentive to attract new residents, and a "master plan" created to improve the front entrance and interior first floor common areas is currently under review. The goal of the master plan improvements is to change the overall "institutional" appearance (both interior and exterior) of Graham Park, to one of market rate housing. The exterior improvements include, but are not limited to, adding a porch area, improving the ramping system to the front entrance, landscape improvements, and parking improvements. The interior plans include the creation of a more attractive and convenient lobby. Still, much other modernization work is needed to bring the property up to today's marketable standards. It is estimated that the total cost of modernization work needed (excluding the widening of the common area hallways) exceeds \$6 million. A breakdown of the needed modernization and minimal estimated costs are as follows:

- Graham Front Entrance	\$ 350,000
- Graham Lobby	\$ 250,000
- Addition of 1 elevator to Graham	\$ 500,000
- Upgrade Graham electrical system (\$1,500 per unit)	\$ 500,000
- Upgrade Graham hallways	
- New Flooring (ceramic tile)	\$ 300,000
- New doors to each unit (\$500 per unit)	\$ 168,000
- Cover Fire Sprinkler Piping	\$ 75,000
- Replace Ceiling Tile & Lighting	\$ 150,000
- Misc.	\$ 50,000
- Redecorate TV rooms & pool room	\$ 50,000
- Renovate Management Office/Health Providers Areas	\$ 150,000
- Renovate Graham Kitchen Area	\$ 100,000

- New Windows (\$1,200 per unit)	\$ 403,000
- New unit kitchens (\$2,000 per unit)	\$ 672,000
- New unit bathrooms (\$1,200 per unit)	\$ 403,000
- New unit flooring (\$2,500 per unit)	\$ 840,000
Sub-total	\$4,961,000
7% A&E Fees	\$ 347,000
10% Contingency	\$ 500,000
Total	\$5,800,000
(\$17,000 per unit)	
Courtyard/Parking Lots/Landscaping	\$ 500,000
<b>GRAND TOTAL ESTIMATE</b>	<b>\$6,300,000</b>

Even with the implementation of property beautification and modernization efforts as described above, a major necessary element of the common areas remains an issue. The hallways in the common areas are not wide enough to accommodate the passage of motorized wheelchairs and scooters, and the hallways cannot be widened without negatively affecting the structural integrity of the building. Therefore, SPHA's original plan to eliminate the 1<sup>st</sup> floor efficiency units to create much needed open space and to accommodate the increased use of motorized handicapped conveyances and wheel chairs, is not feasible. In essence the Graham Park buildings are functionally obsolete.

Based on the extent and cost of the major modernization work needed to make Graham Park a suitable living environment and marketable property by today's standards, SPHA is in the process of planning for the future of Graham Park. A Planning Committee has been formed specifically to deal with these issues. The committee consists of representatives from the U.S. Department of Housing and Urban Development, the City of St. Petersburg, the real estate and development sectors, the Housing Authority, and the President of the Graham Resident Management Corporation. To garner resident input into the planning process, bi-weekly planning meetings have been held, and will continue to be held, with Graham Park residents. Plans for the building may include all or part of the following:

- Reconfiguration of a portion of the remaining efficiency units to one-bedroom units using future capital fund allocations.
- Partial demolition.
- Full disposition of the property.
- Section 8 relocation/replacement vouchers.
- Conversion of property to Section 8 after unit reconfiguration and modernization

The SPHA was created to serve the needs of our community. The particular needs of our community have changed over time and the SPHA must adjust to these changes in need based on the resources and programs available. Graham Park is a prime example of the changing needs of this community. In 1995, the population mix at Graham Park was 80% elderly residents and 20% disabled/handicapped residents. Today, the population mix at Graham Park is 40% elderly residents, and 60% disabled/handicapped residents. This change in the resident population has vastly changed the living environment at Graham Park. Although a senior designation may solve the social ills, any such designation is sure to create an even greater vacancy burden, as the number of senior applicants has also vastly declined.

SPHA encourages the involvement of the community as a whole in the development of the methods of meeting the needs of our communities. Our Planning Committee and resident meetings are a testament to this. We will continue to monitor the changing needs of our communities and it is our hope that by providing this Plan, these communities will continue to be involved in addressing the challenges facing the low income and affordable housing industry today.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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#### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a

**SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

**Required Attachments:**

- Admissions Policy for Deconcentration
- FY 2003 Capital Fund Program Annual Statement
- 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
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	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)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	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
X	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	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
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	12,937	4	3	3	N/A	3	2
Income >30% but <=50% of AMI	12,815	3	2	2	N/A	3	2
Income >50% but <80% of AMI	19,344	3	2	2	N/A	3	2
Elderly	52,945	3	3	2	N/A	2	2
Families with Disabilities	25,050	3	3	2	N/A	2	2
Race/White	85,704	2	2	2	N/A	2	2
Race/Black	16,561	3	2	3	N/A	2	2
Race/Hispanic	2,105	2	2	2	N/A	2	2
Race/Ethnicity							

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: 1996 - 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	492		240
Extremely low income <=30% AMI	374	76%	
Very low income (>30% but <=50% AMI)	117	24%	
Low income (>50% but <80% AMI)	1	.1%	
Families with children	312	65%	
Elderly families	40	9%	
Families with Disabilities	128	26%	
Race/White	147	30%	
Race/Black	345	70%	
Race/Asian	0	0	
Race/Native American	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			

Housing Needs of Families on the Waiting List			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 36			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

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	1274		240
Extremely low income <=30% AMI	1104	87%	
Very low income (>30% but <=50% AMI)	106	8%	
Low income (>50% but <80% AMI)	64	5%	
Families with children	779	61%	
Elderly families	215	17%	
Families with Disabilities	91	7%	
Race/White	75	6%	
Race/Black	1177	92%	
Race/Asian	8	.05%	
Race/Hispanic	23	1.5%	
Characteristics by Bedroom Size			

Housing Needs of Families on the Waiting List			
(Public Housing Only)			
1BR	45		
2 BR	417		
3 BR	302		
4 BR	100		
5 BR	4		
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Seek designation of public housing for the elderly

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

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

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

Select all that apply

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

Work closely with local non-profit agencies that assist families with disabilities to increase affordable housing success rates

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	\$1,362,002	
b) Public Housing Capital Fund	\$ 538,615	
c) HOPE VI Revitalization	\$ 5,000,000	
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$15,322,774	
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		
j) Section 8 New Construction	\$ 888,000	
Other Federal Grants (list below)		
a) CF Replacement Housing Factor	\$ 268,885	
b) Service Coordinator Grant	\$ 91,058	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
FFY2002 Capital Fund	\$ 827,125	Modernization
FFY2001 Capital Fund/RHF	\$ 750,000	Modernization
<b>3. Public Housing Dwelling Rental Income</b>		
Rental Income	\$1,137,359	Operations
<b>4. Other income (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>Sources</b>		
Investment Income	\$ 40,000	
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	\$26,225,818.00	

### **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)

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

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

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

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

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

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

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

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

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

- PHA main administrative office
- PHA development site management office

Other (list below)

c. If the PHA 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? 5

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? 1

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

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

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

### **(3) Assignment**

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

- One
- Two
- Three or More

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

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

### **(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

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

## 2 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

- 1 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)

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)

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)  
Adoption of flat rents.

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:

1. Jordan Park
2. James Park

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:

1. Graham Park

## **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) (In addition, see Chapter 9 of Section 8 Administrative Plan for complete details)

- Eviction history, Damage to rental units, Drug trafficking by family members.

**(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)

Offsite as advertised

**(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:

If the client can demonstrate a hardship in locating an acceptable unit, up to 60 additional days may be granted.

**(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)

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability

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

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other (list below)

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

[24 CFR Part 903.7 9 (d)]

### **A. Public Housing**

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- For household heads  
 For other family members  
 For transportation expenses  
 For the non-reimbursed medical expenses of non-disabled or non-elderly families  
 Other (describe below)

e. Ceiling rents

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

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

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

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

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

- Market comparability study  
 Fair market rents (FMR)  
 95<sup>th</sup> percentile rents

- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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

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

For families paying flat rents, income may be reviewed every 3 years.

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

**(2) Flat Rents**

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

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

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

d. How often are 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)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	711	125
Section 8 Vouchers	2310	240
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
HOPE VI		
Section 8 New Const.	150	35

### **C. Management and Maintenance Policies**

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

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

1. Conventional Housing Admissions and Continued Occupancy Policy
2. Preventive Maintenance Manual
3. Procurement Manual
4. Disaster Preparedness Plan
5. Crisis Communications Policies & Procedures
6. Personnel Policies and Procedures
7. Grievance Procedures
8. Fixed Asset Purchased
9. Manual of Accounting Policies

(1) Section 8 Management: (list below)

1. Section 8 Administrative Plan

### **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

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

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 PHA development management offices

Other (list below)

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

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

If yes, list additions to federal requirements below:

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)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

**(1) Capital Fund Program Annual Statement**

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

Select one:

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

-or-

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

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

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

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

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

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:

- Graham Park- disposition or sale
- Development of Affordable Housing

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:

- Development or acquisition of affordable housing units.
- Full disposition or partial demolition at Graham Park
- Replacement Housing Program grant activities
- Conversion of public housing to section 8

### **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

#### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Graham Park 1b. Development (project) number: FL 29P002003
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>04/15/04</u>
5. Number of units affected: 194
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development

<input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: November 2004 b. Projected end date of activity: November 2005

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Graham Park 1b. Development (project) number: FL 29P002003
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(02/01/04)</u>
5. Number of units affected: 336
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: November 2004 b. Projected end date of activity: November 2005

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name: Jordan Park	
1b. Development (project) number: FL2-1	
2. What is the status of the required assessment?	<input checked="" 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 checked="" 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 checked="" type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name: Graham Park	
1b. Development (project) number: FL2-3	
2. What is the status of the required assessment?	<input checked="" 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 checked="" 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 checked="" 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>Conversion of Public Housing Activity Description</b>
1a. Development name: James Park/Clearview Park 1b. Development (project) number: FL2-5
2. What is the status of the required assessment? <input checked="" 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 checked="" type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

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

Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)

Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)

Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)

Requirements no longer applicable: vacancy rates are less than 10 percent

Requirements no longer applicable: site now has less than 300 units

Other: (describe below)

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name: Disston Place	
1b. Development (project) number: FL2-019	
2. What is the status of the required assessment?	<input checked="" 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 checked="" 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 checked="" 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**

**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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Scattered Sites
1b. Development (project) number: FL29P002018
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)

<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>(01/15/00)</u>
5. Number of units affected: 2 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Jordan Park 1b. Development (project) number: FL29P002001/1A
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>(01/15/00)</u>
6. Number of units affected: 2 6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (l)]

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

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

1. Cooperative agreements:

Yes  No: Has the PHA 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? DD/MM/YY

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Case Management	150	Specific criteria	Center for Achievement	Both
Self-Sufficiency Program	60	other	Center for Achievement	HOPE VI/ PH
Service Coordinator	400	other	Graham Park Office	PH/S8NC
Computer Learning/Coaching		All eligible	Development Offices	PH

**(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	N/A	N/A
Section 8	N/A	N/A

- 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? NA  
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**

See Attachment

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

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

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

2. What information or data did the PHA 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)

Which developments are most affected? (list below)

- 1) Jordan Park
- 2) James Park
- 3) Graham Park

#### **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)

Which developments are most affected? (list below)

- 1) Jordan Park
- 2) James Park
- 3) Graham Park

### 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)
  - Interaction between police and residents

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

- 1) Jordan Park
- 2) James Park
- 3) Graham Park
- 4) Clearview Park

### 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? *NO- No PHDEP Funds available*
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

## **14. PET POLICY**

[24 CFR Part 903.7 9 (n)]

See Attachment

## **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)]

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

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

Other: (list below)

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

## **18. Other Information**

[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:

#### **RAB Comments:**

A) Page 3 of the Five Year Plan- Other PHA Goals and Objectives, number II. Jordan Park Project – the RAB commented that these goals had been met with the purchase of the off-site replacement housing.

B) Page 4 of the Five Year Plan- Goal number IV. Resident services Initiatives- the Rab commented that information about the Center for Achievement, service coordinator program, self-sufficiency program with PSS and the homeownership program should be included in the authority's progress toward meeting this goal.

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:

A) Page 3 of the Five Year Plan- Other PHA Goals and Objectives, number II. Jordan Park Project – the progress toward meeting these goals was updated.

B) Page 4 of the Five Year Plan- Goal number IV. Resident Services Initiatives- Information about the Center for Achievement, service coordinator program, self-sufficiency program with PSS and the homeownership program was included in the authority's progress toward meeting this goal.

Other: (list below)

The St. Petersburg Housing Authority established a Resident Advisory Council (RAC) in May 1999. In September 2000, this body was reorganized as a Resident Advisory Board (RAB), in keeping with the recommendations of HUD. The RAB met on to discuss the update to the FY2004 Annual Plan and the update to the Five Year Plan and their comments are listed above.

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

- 1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
  
- 2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe) Initially, all public housing and Section 8 residents were invited to submit a letter of interest and/or resume, at which time it was determined if the residents who responded were in good standing. The letters of interest/resumes of the residents in good standing were submitted to the Board of Commissioners and residents were then appointed to the RAB. More recently, members of the duly elected Resident Association/Resident Management Corporation were appointed to the RAB by the Board of Commissioners to fill vacancies.

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: City of St. Petersburg
  
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - Other: (list below)
  
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

**D. Other Information Required by HUD**

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

## Attachments

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

### Attachment A – Deconcentration Policy

The following De-concentration of Poverty Policy was adopted by the St. Petersburg Housing Authority Board of Commissioners at the May 19, 1999 regular monthly meeting.

## RESOLUTION NO. 1705

### A RESOLUTION AUTHORIZING THE AMENDMENT OF THE ADMISSIONS AND CONTINUED OCCUPANCY POLICY FOR PUBLIC HOUSING PROPERTIES TO COMPLY WITH THE INCOME-MIXING AND DE-CONCENTRATION OF POVERTY REQUIREMENTS OF THE QUALITY HOUSING AND WORK RESPONSIBILITY ACT OF 1998

**WHEREAS**, the Quality Housing and Work Responsibility Act of 1998 requires Public Housing Authorities to adopt policies and procedures to provide for income mixing and de-concentration of poverty in public housing developments through waiting list management and public housing admissions policies; and

**WHEREAS**, income mixing and de-concentration plans must be submitted to HUD by June 18, 1999; and

**WHEREAS**, the St. Petersburg Housing Authority's Admissions and Continued Occupancy Policy for Public Housing Properties currently provides for an Authority-based waiting list and determines the order of preference for public housing applicants by date and time order of submission of a completed application ("first come, first served"); and

**WHEREAS**, to achieve income-mixing and de-concentration of poverty in SPHA's public housing stock, SPHA staff recommends the establishment of a site-based waiting list for each development; and

**WHEREAS**, said site-based waiting list shall give preference for working families, i.e. families with a household income greater than 30% of the Area Median Income (AMI) for up to 60% of the units in each development with the exception of the Graham-Rogall development; and

**WHEREAS**, the Graham-Rogall site-based waiting list shall not give preference for families over 30% of AMI: and

**WHEREAS**, staff further recommends establishment of rent incentives such as ceiling rents and flat rents to be implemented at all SPHA developments and the development of a marketing strategy in coordination with the HOPE VI program designed to attract working families to all developments.

**NOW, THEREFORE BE IT RESOLVED THAT:** The Board of Commissioners of the St. Petersburg Housing Authority authorizes the amendment of the Admissions and Continued Occupancy Policy for Public Housing properties to provide for site-based waiting lists with a preference for working families for up to 60% of the units in each development (except in the Graham-Rogall development), and the establishment of ceiling rents and flat rents for each development, and directs the Executive Director to submit said income mixing and de-concentration plan to the U. S. Department of Housing and Urban Development.

ADOPTED THIS 27<sup>th</sup> DAY OF MAY, 1999

Attachment B – Community Services and Self-Sufficiency Policy

**RESOLUTION #1978**

**A RESOLUTION ADOPTING A COMMUNITY SERVICE AND SELF-SUFFICIENCY POLICY AS AN AMENDMENT TO THE ADMISSIONS AND CONTINUED OCCUPANCY POLICY**

*WHEREAS, HUD Notice PIH 2003-17 was issued on June 20, 2003 regarding the reinstatement of the public housing community service and self-sufficiency requirement authorized under Section 12 of the United States Housing Act of 1937, as amended; and*

**WHEREAS**, Notice PIH 2003-17 reinstates the requirement for all eligible adult public housing residents to perform 8 hours of community service per month, or to participate in an economic self-sufficiency program for 8 hours each month, or a combination thereof, by October 31, 2003; and

*WHEREAS, in order to ensure compliance and consistent implementation and administration of the requirements of Notice PIH 2003-17, SPHA staff recommends the adoption of a Community Service and Self-Sufficiency Policy; and*

**WHEREAS**, staff recommends the amendment of the SPHA Admissions and Continued Occupancy Policy to include the Community Service and Self-Sufficiency Policy; and

**WHEREAS**, the Executive Director has reviewed and approved the proposed policy and agree with staff's recommendations.

**NOW THEREFORE**, the Board of Commissioners of the St. Petersburg Housing Authority hereby approves the Community Service and Self-Sufficiency Policy as an amendment to SPHA's Admissions and Continued Occupancy Policy.

**APPROVED AND ADOPTED** this 28<sup>th</sup> day of August 2003.

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Walter G. Smyth  
Chairman

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Darrell Irions  
Secretary

## COMMUNITY SERVICE AND SELF SUFFICIENCY POLICY

### A. Background

The Quality Housing and Work Responsibility Act of 1998 requires that all non-exempt (see definitions) public housing adult residents (18 or older) contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, counseling, classes or other activities that help an individual toward self sufficiency and economic independence. This is a requirement of the SPHA Public Housing Lease.

### B. Definitions

**Community Service** - volunteer work that includes, but is not limited to:

- Work at a local institution including but not limited to: school, child care center, hospital, hospice, recreation center, senior center, adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.;
- Work with a non-profit organization that serves PHA residents or their children such as: Boy Scouts, Girl Scouts, Boys or Girls clubs, 4-H program, PAL, Garden Center, Community clean-up programs, beautification programs, other youth or senior organizations;
  - Work at the Authority to help improve physical conditions;
  - Work at the Authority to help with children's programs;
  - Work at the Authority to help with senior programs;
  - Helping neighborhood groups with special projects;
- Working through resident organization to help other residents with problems, serving as an officer in a Resident organization, serving on the Resident Advisory Board; and
  - Caring for the children of other residents so they may volunteer.

**NOTE: Political activity is excluded. Any activity conducted on any SPHA property, must be pre-approved in writing by SPHA.**

**Self Sufficiency Activities** - activities that include, but are not limited to:

- Job readiness programs;
- Job training programs;
- GED classes;
- Substance abuse or mental health counseling;
- English proficiency or literacy (reading) classes;
- Apprenticeships;
- Budgeting and credit counseling;

- Any kind of class that helps a person toward economic independence; and
- Full time student status at any school, college or vocational school.

**Exempt Adult** - an adult member of the family who

- Is 62 years of age or older;
- Has a disability that prevents him/her from being gainfully employed;
- Is the caretaker of a disabled person;
- Is working at least 20 hours per week; or
- Is participating in a welfare to work program.

**C. Requirements of the Program**

1. The eight (8) hours per month may be either volunteer work or self-sufficiency program activity, or a combination of the two.
2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the schedule.
3. Activities must be Performed within the community and not outside the jurisdictional area of the Authority.
4. Family obligations:
  4. At least execution or re-examination after July 31, 2003, all adult members (18 or older) of a public housing resident family must:
    5. 1. Provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and
    6. 2. Sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.
    7. 8. At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority or its management agent) of activities performed over the previous twelve (12) months. This form will include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.

- If a family member is found to be noncompliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.
5. Change in exempt status:
- If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such.
  - If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

**D. Authority obligations**

1. To the greatest extent possible and practicable, the Authority will:
  - provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. *(According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be gainfully employed is not necessarily exempt from the Community Service requirement);* and
  - provide in-house opportunities for volunteer work or self sufficiency programs.
2. The Authority will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial Application and at lease execution.
3. The Authority will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the Authority's Grievance Procedure if they disagree with the Authority's determination.
4. Noncompliance of family member:
  - At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members;
  - If the Authority finds a family member to be noncompliant, the Authority will enter into an agreement with the noncompliant member and the Head

of Household to make up the deficient hours over the next twelve (12) month period;

- If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the noncompliant member agrees to move out of the unit;
- The family may use the Authority's Grievance Procedure to protest the lease termination.

### Community Service Exemption Certification

I certify that I am eligible for an exemption from the Community Service requirement for the following reason:

- I am 62 or older
- I have a disability which prevents me from working  
*(Certification of Disability Form will serve as documentation)*
- I am working  
*(Employment Verification form will serve as documentation)*
- I am participating in a Welfare to Work Program  
*(Must provide verification letter from agency)*
- I am receiving TANF and am participating in a required economic self sufficiency program or work activity  
*(Must provide verification from the funding agency that you are complying with job training or work requirements)*
- I am a full time student  
*(Must provide verification letter from school attended)*

\_\_\_\_\_  
Resident signature  
Print Name \_\_\_\_\_  
Apartment Address \_\_\_\_\_

\_\_\_\_\_  
Date

- This exemption claim has been
- Verified and accepted by Management
  - Denied by Management

\_\_\_\_\_  
Signature of Management Representative  
Print name: \_\_\_\_\_  
Date: \_\_\_\_\_



## Attachment C – Policy for Pet Ownership in Public Housing

This attachment explains the Authority's policies on the keeping of pets and any criteria or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest of the Authority to provide a decent, safe and sanitary living environment for all tenants, to protecting and preserving the physical condition of the property, and the financial interest of the PHA.

This policy does not apply to animals trained to assist persons with specific handicaps as long as such animals are reported to the Housing Authority and made available for identification within ten (10) days of their entrance upon the premises.

In accordance with Federal regulations and the Dwelling Lease Agreement of the St. Petersburg Housing Authority (SPHA), pet is subject to applicable state and/or local laws, if any, and the following limitations:

All pets must be approved in advance by the SPHA management and the pet owner must submit and enter into a Pet Agreement with the SPHA.

All pets must be registered with the property management office prior to the pet being brought on SPHA premises. This will include a certificate signed by a licensed veterinarian or a state or local authority empowered to inoculate animals (or designated agent of such an authority) stating that the animal has received all inoculations required by applicable state and local law. Registration must be renewed and will be coordinated with the annual recertification date and proof of license and inoculation will be submitted at least 30 days prior to annual reexamination.

Dogs and cats must be spayed or neutered.

SPHA may refuse to register a pet if the pet:

- Is not a common household pet;
- If the keeping of the pet would violate any applicable house pet rule in effect at the time as promulgated by SPHA;
- If the pet owner fails to provide complete pet registration, information or fails annually or upon request by SPHA to update the pet registration;
- If SPHA reasonably determines, based on the pet owner's habits and practices, that the pet owner will be unable to keep the pet in compliance with the pet rules and other lease obligations.

SPHA may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet. If the SPHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with HUD Notice requirements.

*If a pet gives birth to a litter, the resident must remove all pets from the premises except one.*

### Types of Pets Allowed

Tenants are not permitted to have more than one *type* of pet.

Pet must fall under the definition of common household pet, defined as follows:

- Domesticated dog, cat, domesticated bird, fish or turtle that is traditionally kept in the home for pleasure rather than for commercial purposes. All pets must weigh no more than 25 lbs., maximum weight full-grown, and must not exceed two feet, maximum full-grown height.
- Reptiles (except turtles) and rodents, including but not limited to, hamsters, gerbils, mice, etc., are prohibited.

#### Designation of No-Pet Areas

The following areas are designated no-pet areas:

Lobby Areas.  
Laundry Rooms.  
Community Space Areas.  
Community Hallway Areas.  
Entrance/Exit Ways for Egress.

Pets must be maintained within the residents unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash no longer than 5 feet or carried and under the control of the resident or other responsible individual at all times.

Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.

#### Additional Fees and Deposits for Pets

A refundable pet deposit, which is in addition to any other deposit that may be required for residency, of One Hundred Dollars (\$100.00) will be required. SPHA will provide resident with a written notice stating the amount of the pet deposit which is being used for reasonable expenses directly attributable to the presence of the pet and the reason for the use of the deposit.

The PHA will return the Pet Deposit to the former tenant or to the person designated by the former tenant in the event of the former tenant's incapacitation or death, less any damage caused by the pet to the dwelling unit.

#### Cleanliness Requirements

Litter Box Requirements. All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin.

Removal of Waste From Other Locations. The Resident/Pet Owner shall be responsible for the removal of waste from the exercise area by placing it in a sealed plastic bag and disposing of it in an outside trash bin or other container provided by the PHA. Litter waste shall not be disposed of down trash shoots unless properly bagged & secured.

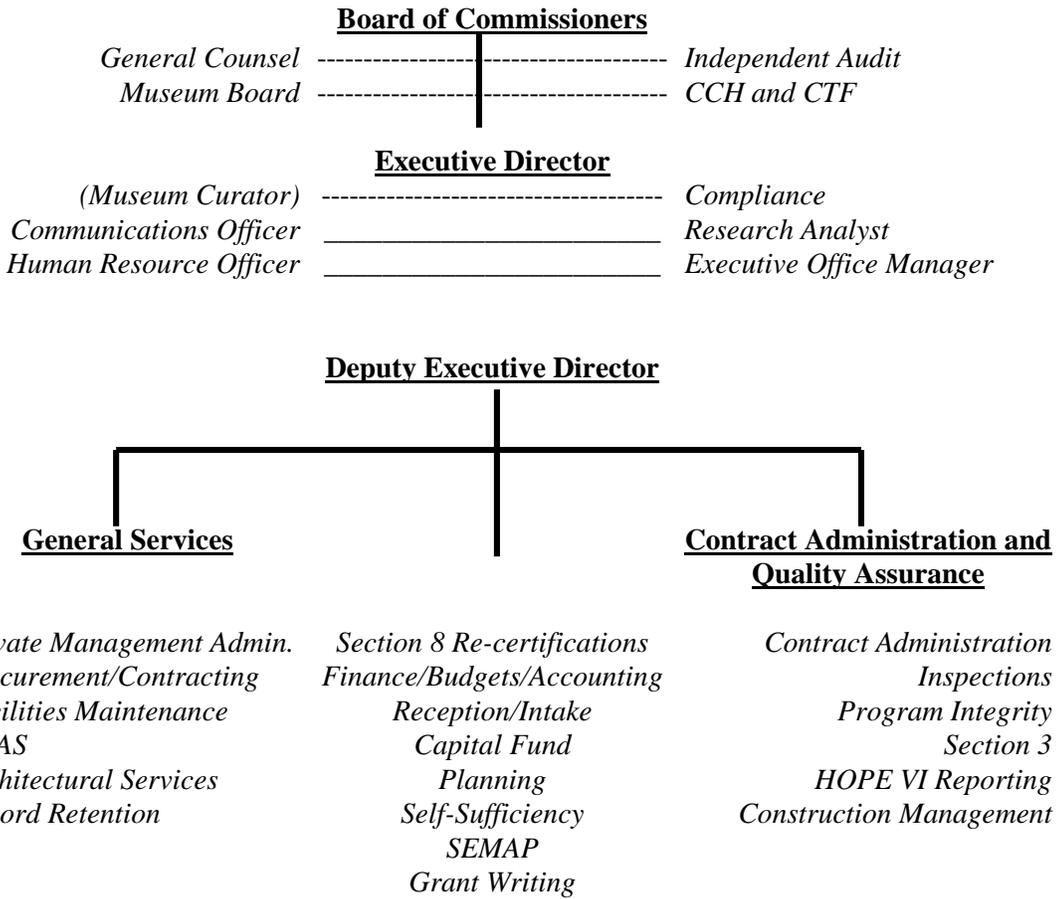
## Pet Rule Violations

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Rule Policy, written notice will be served. The Notice will contain a brief statement of the factual basis for the determination and the pet rule(s) which were violated.

*If the resident/pet owner and the PHA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the PHA, the PHA may serve notice to remove the pet.*

The PHA may initiate procedures for termination of tenancy based on a pet rule violation if: The pet owner has failed to remove the pet or correct a pet rule violation within the time period specified; and The pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

Attachment D – Organizational Chart



## Attachment E

### **Resident Advisory Board** Of the St. Petersburg Housing Authority November 2003

#### - **Graham/Rogall**

Mr. Bill Walsh	Graham/Rogall RMC 325 9 <sup>th</sup> Street South St. Petersburg, FL 33705	RMC Office Phone: 821-2228 Fax: 822-6911
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#### - **Jordan Park**

Ms. Shirley Blake Ms. Dolores Fletcher	Jordan Park RA 1245 Jordan Park St. So. St. Petersburg, FL	RA Office Phone: 322-9327 Fax: 327-1084
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#### - **Clearview Park**

Beverley Hubbard	Clearview Park RA 3200 37 <sup>th</sup> Avenue North St. Petersburg, FL 33713	RA Office Phone: 893-1991 Fax: 893-1994
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#### - **James Park**

Latasha Pryor	James Park RA 1051 3 <sup>rd</sup> Avenue North St. Petersburg, FL 33705	RA Office Phone: 893-1991 Fax: 893-1994
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#### - **Section 8**

La Fai Brown

Lorann Ables

## **Attachment F**

### **Statement Regarding Intent to Project-Base Section 8 Vouchers**

SPHA may project base Section 8 vouchers upon HUD approval to do so. The project based vouchers will be used for the 31 Historic Village units in Jordan Park.

## Attachment G

<b>Annual Statement/Performance and Evaluation Report</b>				
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/</b>				
<b>PHA Name:</b> Housing Authority of the City of St. Petersburg		<b>Grant Type and Number</b> Capital Fund Program Grant No: FLP002501-04 Replacement Housing Factor Grant No: FL14R002501-04		
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>				
Line No.	Summary by Development Account	Total Estimated Cost		
		Original	Revised	
1	Total non-CFP Funds			
2	1406 Operations	139,909		
3	1408 Management Improvements	139,909		
4	1410 Administration	69,955		
5	1411 Audit	5,000		
6	1415 Liquidated Damages			
7	1430 Fees and Costs	20,000		
8	1440 Site Acquisition			
9	1450 Site Improvement	45,000		
10	1460 Dwelling Structures	50,000		
11	1465.1 Dwelling Equipment—Nonexpendable	40,000		
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment	34,774		
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs	100,000		
18	1499 Development Activities	268,885		
19	1501 Collateralization or Debt Service			
20	1502 Contingency	55,000		
21	Amount of Annual Grant: (sum of lines 2 – 20)	968,432		
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	30,000		

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

PHA Name: Housing Authority of the City of St. Petersburg, Florida		Grant Type and Number Capital Fund Program Grant No: FLP002501-04 Replacement Housing Factor Grant No: FL14R002501-04			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	
				Original	Revised
FL2-1 Jordan Park	N/A				
FL2-3 Graham Park	N/A				
- <b>FL2-5 James Park/ Clearvie w Park</b>	Appliances	1465.1	16 est	5,000	
	Unit Modernization	1460		25,000	
	A/C Replacement	1465.1	6 est	15,000	
	Relocation	1495.1		100,000	
	Site Improvements	1450		20,000	
FL2-19 Disston Place	Stairwell Repairs	1460		90,000	
	Unit Modernization	1460		20,000	
	Appliances	1465.1	16 est.	5,000	
	Site Improvements	1450		24,774	
	Playground/Pool Repair	1475		25,000	
Authority-Wide	Fees & Costs	1430		20,000	
	Management Improvements	1408		139,909	
	Operations	1406		139,909	
	Audit	1411		20,000	
	Administration	1410		69,995	
	Non-Dwelling Equipment	1475		25,000	
	Contingency	1502		55,000	

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

PHA Name:		Grant Type and Number Capital Fund Program No: FLP002501-04 Replacement Housing Factor No: FL14R002501-04					Federal
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			
	Original	Revised	Actual	Original	Revised	Actual	

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

PHA Name: Housing Authority of the City of St. Petersburg, Florida			Grant Type and Number Capital Fund Program Grant No: FLP002501-04 Replacement Housing Factor Grant No: FL14R002501-04				
Development Number Name/HA-Wide Activities	General Description of Major Work Categories			Dev. Acct No.	Quantity	Total Estimated Cost	
						Original	Revised
- <i>FL2-5 James Park/Clear view Park</i>	08/31/2006			08/31/2008			
FL2-019 Disston Place	08/31/2006			08/31/2008			
Authority-Wide	08/31/2006			08/31/2008			

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name Housing Authority of the City of St. Petersburg					<input checked="" type="checkbox"/> Original 5-Year <input type="checkbox"/> Revision No:
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	
-	Annual Statement				
FL002-005 James Park/Clearview Park		\$54,734	\$69,428	\$54,734	
- <b>FL002-019</b> <i>Disston Place</i>		115,040	75,000	65,040	
FL002-019 Romaine Apartments		75,000	100,000	75,000	
FL002-20,21A, 21B,22A,22B Jordan Park				50,000	
Authority-Wide		414,813	414,813	414,813	
Contingency		55,000	55,000	55,000	
CFP Funds Listed for 5-year planning		699,547	699,547	699,547	
Replacement Housing Factor Funds		268,885	268,885	268,885	

Capital Fund Program Five-Year Action Plan

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

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2005 PHA FY: 2005			Activities for Year : <u>2</u> FFY Grant: 2005 PHA FY: 2005	
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
See Annual Statement	FL002-005 James Park/Clearview Park	<b>Unit Modernization</b> Site Improvements Appliances	25,000 24,734 5,000	FL002-005 James Park/Clearview Park	<b>Unit Modernization</b> Site Improvements Appliances
	- FL002-019 Disston Place	Unit Modernization Site Improvements Appliances Dwelling Structure Improv.	25,000 25,000 5,000 60,040	- FL002-019 Disston Place	Unit Modernization Site Improvements Appliances Dwelling Structure Improv.
	FL002-019 Romyne Apartments	Unit Modernization Site Improvements Appliances	40,000 25,000 10,000	FL002-019 Romyne Apartments	Unit Modernization Site Improvements Appliances Exterior
	FL002-20,21A, 21B,22A,22B Jordan Park	NA	NA	NA	
	Authority-Wide	Fees & Costs Audit Management Improvements- MIS Office Equipment Operations Office Furniture Administration Costs	20,000 5,000 139,909 15,000 139,909 10,000 69,955	Authority-Wide	Fees & Costs Management Improvements Office Equipment Operations Non-Dwelling Administration
	Authority-Wide	Contingency (Account 1502)	55,000	Authority-Wide	Contingency (Account 1502)
	\$ 699,547			\$ 699,547	

Capital Fund Program Five-Year Action Plan

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

Activities for Year : <u>4</u> FFY Grant: 2007 PHA FY: 2007			Activities for Year: <u>5</u> FFY Grant: 2008 PHA FY: 2008	
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
<i>FL002-005 James Park/Clearview Park</i>	<b>Unit Modernization</b> <i>Site Improvements Appliances Dwelling Structure Improv.</i>	<i>10,000 24,734 5,000 15,000</i>	<i>FL002-005 James Park/Clearview Park</i>	<b>Unit Modernization</b> <i>Site Improvements Appliances Dwelling Structure Improv.</i>
<b>- FL002-019</b> <i>Disston Place</i>	<i>Unit Modernization Site Improvements Appliances Dwelling Structure Improv.</i>	<i>25,040 25,000 10,000 5,000</i>	<b>- FL002-019</b> <i>Disston Place</i>	<i>Unit Modernization Site Improvements Appliances Dwelling Structure Improv.</i>
<i>FL002-019 Romaine Apartments</i>	<i>Unit Modernization and porch repair Site Improvements Appliances Exterior Painting</i>	<i>25,000  25,000 5,000 20,000</i>	<i>FL002-019 Romaine Apartments</i>	<i>Unit Modernization Site Improvements Appliances</i>
<i>FL002-20,21A, 21B,22A,22B Jordan Park</i>	<i>Unit Modernization Appliances</i>	<i>40,000 10,000</i>	<i>FL002-20,21A, 21B,22A,22B Jordan Park</i>	<i>Unit Modernization Appliances Dwelling Structure Improv.</i>
<i>Authority-Wide</i>	<i>Fees &amp; Costs Audit Management Improvements- MIS Office Equipment Operations Office Furniture Administration Costs</i>	<i>20,000 5,000 139,909  10,000 139,909 15,000 69,955</i>	<i>Authority-Wide</i>	<i>Fees &amp; Costs Audit Management Improvements- MIS Office Equipment Operations Non-Dwelling Equipment Administration Costs</i>
<i>Authority-Wide</i>	<i>Contingency (Account 1502)</i>	<i>55,000</i>	<i>Authority-Wide</i>	<i>Contingency (Account 1502)</i>
<b>Total CFP Estimated Cost</b>		<b>\$ 699,547</b>		

## **Attachment E - Five-Year Action Plan**

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name Housing Authority of the City of St. Petersburg		<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 5			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2008
- -	<b>Annual Statement</b>				
FL2-1/Jordan Park		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
FL2-3/Graham Park		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
- FL2-5 James Park/Cl earview Park		\$ 54,307.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
FL2-19 Disston Place		\$150,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
FL2-23/Romayne Apts		\$ 0.00	\$ 54,307.00	\$ 54,307.00	\$ 54,307.00
Authority Wide		\$334,308.00	\$334,308.00	\$ 334,308.00	\$334,308.00
CFP Funds Listed for 5-year planning		\$538,615.00	\$538,615.00	\$538,615.00	\$538,615.00

Capital Fund Program Five-Year Action Plan

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

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2003 PHA FY: 2004			Activities for Year: <u>3</u> FFY Grant: 2004 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
					-	
See	FL2-1/Jordan Park	None	\$0.00	FL2-1/Jordan Park	- None	\$0.00
		Sub-Total			Sub-Total	
Annual	FL2-5/James Park Clearview Park	Unit Modernization	\$ 15,000.00	FL2-5/James Park Clearview Park	Unit Modernization	\$ 50,000.00
		A/C replacement	\$ 19,307.00		Appliances	\$ 0.00
		Site Improvements	\$ 15,000.00		Site Improvements	\$ 25,000.00
		Appliances	\$ 5,000.00		Sub-Total	\$ 75,000.00
		Sub-Total	\$ 54,307.00			
	FL2- /Disston Place	Unit Modernization	\$ 20,000.00	FL2- /Disston Place	Unit Modernization	\$ 30,000.00
		Appliances	\$ 5,000.00		Appliances	\$ 5,000.00
		Site Improvements	\$ 25,000.00		Site Improvements	\$ 20,000.00
	-	Stairwell Repairs	\$ 100,000.00		Dwelling Structures	\$ 20,000.00
		Sub-Total	\$150,000.00		Sub-Total	\$ 75,000.00
	FL2-23/Romayne Apts.			FL2-23/Romayne Apts		
		Unit Modernization	\$ 0.00		Unit Modernization	\$45,000.00
		Appliances	\$ 0.00		Appliances	\$ 9,307.00
		Sub-Total	\$ 0.00		Sub-Total	\$ 54,307.00
	Authority-Wide		\$334,308.00	Authority-Wide		\$334,308.00
	Total CFP Estimated Cost		\$ 538,615.00	Total CFP Estimated Cost		\$ 538,615.00

Activities for Year : 4  
 FFY Grant: 2005  
 PHA FY: 2006

Activities for Year: 5  
 FFY Grant: 2006  
 PHA FY: 2007

<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
				-	
FL2-1/Jordan Park	None	\$0.00	FL2-1/Jordan Park	- None	\$0.00
	Sub-Total			Sub-Total	
FL2-5/James Park Clearview Park	Unit Modernization	\$ 15,000.00	FL2-5/James Park Clearview Park	Unit Modernization	\$ 50,000.00
	Appliances	\$ 5,000.00		Appliances	\$ 0.00
	Site Improvements	\$ 55,000.00		Site Improvements	\$ 25,000.00
	Sub-Total	\$ 75,000		Sub-Total	\$ 75,000.00
FL2-19/Disston Place	Unit Modernization	\$ 50,000.00	FL2- /Disston Place	Unit Modernization	\$ 30,000.00
	Appliances	\$ 5,000.00		Appliances	\$ 5,000.00
	Site Improvements	\$ 20,000.00		Site Improvements	\$ 40,000.00
	Sub-Total	\$ 75,000.00		Sub-Total	\$ 75,000.00
FL2-23/Romayne Apts.			FL2-23/Romayne Apts		
	Unit Modernization	\$ 25,000.00		Unit Modernization	\$ 25,000.00
	Appliances	\$ 4,307.00		Appliances	\$ 4,307.00
	Site Improvements	\$ 25,000.00		Site Improvements	\$ 25,000.00
	Sub-Total	\$ 54,307.00		Sub-Total	\$ 54,307.00
Authority-Wide		\$334,308.00	Authority-Wide		\$334,308.00
Total CFP Estimated Cost		\$ 538,615.00		Total CFP Estimated Cost	\$ 538,615.00

## **Attachment H – Performance and Evaluation Reports**

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

Performance and Evaluation Report –  
as of 9/30/03

Part II: Supporting Pages

Capital Fund Grant Program (CFP) 2001

St. Petersburg Housing Authority

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Obligations/Expenses	
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	Funds To Be Obligated	
<b>Authority</b>	<b>- Operations</b>	1406		\$ 88,244.00	\$ 88,244.00	\$ 88,244.00	\$ 88,244.00	\$ -	\$ -
<b>Wide</b>	<i>Management Improvements:</i>								
"	<i>Management Improvements</i>	1408	-	\$ 88,244.00	\$ 113,244.00	\$ 113,244.00	\$ 113,244.00	\$ -	\$ -
"	<i>Audit</i>	1408		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 11,248.00	\$ -	\$ -
"	<i>A &amp; E Fees</i>	1430	-	\$ 50,000.00	\$ 50,000.00	\$ 12,460.58	\$ 12,460.58	\$ 37,539.42	\$ -
	<i>Administration:</i>								
	<i>Salary and benefits &amp; Sundry</i>	1410	-	\$ 88,244.00	\$ 27,263.92.00	\$ 88,244.00	\$ 57,370.07	\$ -	\$ -
	<i>Office Equipment</i>								
	<i>Office Equipment</i>	1475		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Graham  
Park  
FL2-3

<b>TOTAL AUTHORITY WIDE</b>			<b>\$ 339,732.00</b>	<b>\$ 339,732.00</b>	<b>\$ 289,732.00</b>	<b>\$ 245,106.07</b>	<b>\$ 50,000.00</b>	<b>\$</b>
<i>Parking Lot Gate Replacement</i>	1450		\$ 5,000.00	\$ 5,000.00			\$	\$
<i>Entry Sign</i>	1450		\$ 7,210.00	\$ 7,210.00			\$ 7,210.00	\$
<i>Landscaping/Irrigation</i>	1450		\$ 20,000.00	\$ 20,000.00			\$ 20,000.00	\$
			<b>\$ 32,210.00</b>	<b>\$ 32,210.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,210.00</b>	<b>\$</b>

Annual Statement/  
Performance and  
Evaluation Report  
Part II: Supporting Pages  
Capital Fund Grant  
Program (CFP) 2001

9-30-03

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

OMB Approval

St. Petersburg

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Develop ment Account Number	Quantity	Total Estimated Costs		Total Actual Cost		Funds T Be Obligated
				Original	Revised (2)	Funds Obligated (2)	Funds Expended (2)	
Graham	<i>Entrace Improvements</i>	1460	-	\$ 75,000.00	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00
Park FL2-3	<i>Common Area Painting</i>	1460		\$ 50,000.00	\$ 50,000.00	\$ 40,494.13	\$ 40,494.13	\$ 9505.87
"	<i>Unit Modernization</i>	1460		\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
"	<i>Appliances</i>	1465.1		\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 15,675.00	\$ -
"	<i>A/C Replacement</i>	1465.1		\$ 45,000.00	\$ 45,000.00			\$ 45,000.00
"	<i>Training Center Improvements</i>	1470		\$ 20,000.00	\$ -			\$ -
"	<i>Mgmt. Office Section 504 Improvement</i>	1470		\$ 3,500.00	\$ 3,500.00			\$ 3,500.00
"	<i>Mgmt. Office A/C Replacement</i>	1470		\$ 10,000.00	\$ 10,000.00			\$ 10,000.00

	<i>Key Track System</i>	1475		\$ -	\$ 20,320.00	\$ 20,320.00	\$ 20,320.00	\$ -
	<i>Elevator Upgrades</i>	1475		\$ 115,000.00	\$ 94,680.00			\$ 94,680.00
	<b>TOTAL GRAHAM PARK</b>			<b>\$ 438,500.00</b>	<b>\$ 418,500.00</b>	<b>\$ 40,320.00</b>	<b>\$ 35,995.00</b>	<b>\$ 378,180.00</b>
<b>James/ Clearview FL2-5</b>	<i>Irrigation/landscaping</i>	1450		\$ -				\$ -
	<i>Unit Moderniaztion (James)</i>	1460		\$ 40,000.00	\$ 40,000.00			\$ 40,000.00
	<i>Unit Moderniaztion (Clearview)</i>	1460		\$ 15,000.00	\$ 15,000.00			\$ 15,000.00
"	<i>Appliances (James)</i>	1465.1		\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ -
"	<i>Appliances (Clearview)</i>	1465.1		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00		\$ -
"	<i>Expand Maintenance Area</i>	1470		\$ -	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -
	<b>TOTAL JAMES/CLEARVIEW</b>			<b>\$ 72,000.00</b>	<b>\$ 92,000.00</b>	<b>\$ 37,000.00</b>	<b>\$ 12,000.00</b>	<b>\$ 55,000.00</b>
Scattered Sites	<b>TOTAL SCATTERED SITES</b>							<b>\$ -</b>

GRAND TOTAL	\$ 882,442.00	\$ 882,442.00	\$ 367,052.00	\$ 293,101.07	\$ 515,390.00
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HOUSING AUTHORITY OF THE CITY OF ST. PETERSBURG, FLORIDA

FL14R002501-01

2001

\_\_\_Original Annual Statement \_\_\_Reserve for Disasters/Emergencies \_\_\_Revised Annual Statement/Revision Number xxxxxPerformance & Evaluation Report  
 for Program Year Ending 09/30/2003 \_\_\_\_\_Final Performance & Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost Original	Revised (2)	Total Actual Cost (2) Obligated	Expended
1	Total Non-CGP Funds	\$ -		\$ -	\$ -
2	1406 Operations	\$ -		\$ -	\$ -
3	1408 Management Improvements	\$ 14,635		\$ 14,635	\$ -
4	1410 Administration	\$ -		\$ -	\$ -
5	1411 Audit	\$ 10,791		\$ 10,791	\$ -
6	1415 Liquidated Damages	\$ -		\$ -	\$ -
7	1430 Fees and Costs	\$ -		\$ -	\$ -
8	1440 Site Acquisition	\$ -		\$ -	\$ -
9	1450 Site Improvements	\$ 44,137		\$ 44,137	\$ -
10	1460 Dwelling Structures	\$ -		\$ -	\$ -
11	1465.1 Dwelling Equipment-Nonexpendable	\$ -		\$ -	\$ -
12	1470 Nondwelling Structures	\$ -		\$ -	\$ -
13	1475 Nondwelling Equipment	\$ -		\$ -	\$ -
14	1495.1 Relocation Costs	\$ -		\$ -	\$ -
15	1490 Replacement Reserve	\$ -		\$ -	\$ -
	1499 Development Activity - <i>Purchase of Romaine Apartments</i>	\$ 76,789.39		\$ 76,789.39	\$ 76,789.39
16	1502 Contingency (may not exceed 8% of line 15)	\$ -		\$ -	\$ -
17	Amount of Annual Grant (Sum of lines 2-15)	\$ 146,352.00		\$ 146,352.00	\$ 146,352.00
18	Amount of line 16 Related to LBP Activities	\$ -	\$ -	\$ -	\$ -
19	Amount of line 16 Related to Section 504 Compliance	\$ -		\$ -	\$ -
20	Amount of line 16 Related to Security	\$ -		\$ -	\$ -

21	Amount of line 16 Related to Energy Conservation Measures	\$	-	\$	-	\$
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**Annual Statement/Performance and Evaluation Report as of 9/30/2003**  
**Part III: Implementation Schedule**  
**Capital Fund Program**  
**2001**  
**ST. PETERSBURG HOUSING AUTHORITY**

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

Development Number/Name	All Funds Obligated by June 30, 2003			Funds Expended by June 30, 2005			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
HA-Wide Activities							
Authority Wide	6/30/2003		6/30/2003	6/30/2005		6/30/2005	
Graham Park FL2-3	6/30/2003		6/30/2003	6/30/2005		6/30/2005	
James/ Clearview Park FL2-5	6/30/2003		6/30/2003	6/30/2005		6/30/2005	

**Performance and Evaluation Report as of 9/30/2003**  
**Part II: Supporting Pages**  
**Capital Fund Grant Program (CFP) 2002**

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

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Costs		Total Actual Cost	
				Original	Revised (1)	Funds Obligated (2)	Funds Expended
<b>Authority Wide</b>	<b>- Operations</b>	1406		\$ 165,425.00			\$ 87,963.00
"	<i>Management Improvements;</i>						
"	<i>Management Improvements</i>	1408	-	\$ 165,425.00			\$ 105,791.00
"	<i>Audit</i>	1408		\$ -			
"	<i>A &amp; E Fees</i>	1430	-	\$ 25,000.00			
	<b>Administration:</b>						
	<i>Salary and benefits &amp; Sundry</i>	1410	-	\$ 82,712.00			
	<b>TOTAL AUTHORITY WIDE</b>			<b>\$ 438,562.00</b>		<b>\$ -</b>	<b>\$ 193,755.00</b>
Graham Park FL2-3	<b>- Lobby Improvements</b>	1460	-	\$ 31,563.00		\$ -	\$ -
"	<i>Re-configure Bulding Entrsnce</i>	1460		\$ 60,000.00		\$ -	\$ -
"	<i>ADA Complaince</i>	1460		\$ 100,000.00			\$ 2593.10
	<i>A/C Replacemen</i>	1465.1		\$ 50,000.00			

"  
James/  
Clearview  
FL2-5  
"  
"

	<i>Mgmt. Office Improvements</i>	1470		\$ 20,000.00			
	<i>Trash Compactor</i>	1475		\$ 12,000.00			
	- <b>Emergency Generator</b>	1475		\$ 40,000.00			\$ 9,000.00
<b>TOTAL GRAHAM PARK</b>				<b>\$ 313,563.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,593.00</b>
	<i>Roof Repairs (James)</i>	1460		\$ 25,000.00			
	<i>Roof Repairs (Clearview)</i>	1460		\$ 25,000.00			
	<i>A/C Replacement (James)</i>	1465.1		\$ 20,000.00			\$ 5,000.00
	<i>A/C Replacement (Clearview)</i>	1465.1		\$ 5,000.00			
<b>TOTAL JAMES/CLEARVIEW</b>				<b>\$ 75,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000.00</b>
<b>GRAND TOTAL</b>				<b>\$ 827,125.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 210,348.00</b>

**Annual Statement/Performance and Evaluation Report**

**Part I: Summary**

Capital Fund Program (CFP)

**HOUSING AUTHORITY OF THE CITY OF ST. PETERSBURG, FLORIDA**

OMB Approval No. 2577-0157 (Exp. 7/31/95)

*HOUSING AUTHORITY OF THE  
CITY OF ST. PETERSBURG*

**FL14R002501-02**

\_\_\_Original Annual Statement \_\_\_Reserve for Disasters/Emergencies \_\_\_Revised Annual Statement/Revision Number xxxxxPerformance & Evaluation Report  
for Program Year Ending 09/30/2003 \_\_\_\_\_Final Performance & Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost Original	Revised (2)	Total Actual Cost (2) Obligated
1	Total Non-CGP Funds	\$ -		\$ -
2	1406 Operations	\$ -		\$ -
3	1408 Management Improvements	\$ -		\$ -
4	1410 Administration	\$ -		\$ -
5	1411 Audit	\$ -		\$ -
6	1415 Liquidated Damages	\$ -		\$ -
7	1430 Fees and Costs	\$ -		\$ -
8	1440 Site Acquisition	\$ -		\$ -
9	1450 Site Improvements	\$ -		\$ -
10	1460 Dwelling Structures	\$ -		\$ -
11	1465.1 Dwelling Equipment-Nonexpendable	\$ -		\$ -
12	1470 Nondwelling Structures	\$ -		\$ -
13	1475 Nondwelling Equipment	\$ -		\$ -
14	1495.1 Relocation Costs	\$ -		\$ -
15	1490 Replacement Reserve	\$ -		\$ -
	1499 Development activity	\$ 139,101.00		\$ 139,101.00
16	1502 Contingency (may not exceed 8% of line 15)	\$ -		\$ -
17	Amount of Annual Grant (Sum of lines 2-15)	\$ 139,101.00		\$ 139,101.00
18	Amount of line 16 Related to LBP Activities	\$ -		\$ -

19	Amount of line 16 Related to Section 504 Compliance	\$	-	\$	-
20	Amount of line 16 Related to Security	\$	-	\$	-
21	Amount of line 16 Related to Energy Conservation Measures	\$	-	\$	-

**Annual Statement/Performance and Evaluation Report as of 9/30/03**  
**Part III: Implementation Schedule**  
 Comprehensive Grant Program (CGP) 2002  
**ST. PETERSBURG HOUSING AUTHORITY**

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

Development Number/Name	All Funds Obligated by May 30, 2004			All Funds Expended by May 30, 2006			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
HA-Wide Activities							
Authority Wide	5/30/2004		5/30/2004	5/30/2006		5/30/2006	
Graham Park FL2-3	5/30/2004		5/30/2004	5/30/2006		5/30/2006	
James/ Clearview Park FL2-5	5/30/2004		5/30/2004	5/30/2006		5/30/2006	

**Annual Statement/Performance and Evaluation Report**

**Part I: Summary**

Capital Fund Program (CFP)

**HOUSING AUTHORITY OF THE CITY OF ST. PETERSBURG, FLORIDA**

OMB Approval No. 2577-0157 (Exp. 7/31/95)

*HOUSING AUTHORITY OF THE  
CITY OF ST. PETERSBURG*

**FL14R002501-03**

\_\_\_Original Annual Statement \_\_\_Reserve for Disasters/Emergencies \_\_\_Revised Annual Statement/Revision Number xxxxxPerformance & Evaluation Report  
for Program Year Ending 09/30/2003 \_\_\_\_\_Final Performance & Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost Original	Revised (2)	Total Actual Cost (2) Obligated
1	Total Non-CGP Funds	\$ -		\$ -
2	1406 Operations	\$ -		\$ -
3	1408 Management Improvements	\$ -		\$ -
4	1410 Administration	\$ -		\$ -
5	1411 Audit	\$ -		\$ -
6	1415 Liquidated Damages	\$ -		\$ -
7	1430 Fees and Costs	\$ -		\$ -
8	1440 Site Acquisition	\$ -		\$ -
9	1450 Site Improvements	\$ -		\$ -
10	1460 Dwelling Structures	\$ -		\$ -
11	1465.1 Dwelling Equipment-Nonexpendable	\$ -		\$ -
12	1470 Nondwelling Structures	\$ -		\$ -
13	1475 Nondwelling Equipment	\$ -		\$ -
14	1495.1 Relocation Costs	\$ -		\$ -
15	1490 Replacement Reserve	\$ -		\$ -
	1499 Development activity	\$ 268,885.00		\$ 268,885.00
16	1502 Contingency (may not exceed 8% of line 15)	\$ -		\$ -
17	Amount of Annual Grant (Sum of lines 2-15)	\$ 268,885.00		\$ 268,885.00
18	Amount of line 16 Related to LBP Activities	\$ -	\$ -	\$ -

19	Amount of line 16 Related to Section 504 Compliance	\$	-	\$	-
20	Amount of line 16 Related to Security	\$	-	\$	-
21	Amount of line 16 Related to Energy Conservation Measures	\$	-	\$	-

**Annual Statement/Performance and Evaluation Report**

OMB Approval No. 2577-0157 (Exp. 7/31/95)

**Part I: Summary**

*HOUSING AUTHORITY OF THE  
CITY OF ST. PETERSBURG*

Capital Fund Program (CFP)

**HOUSING AUTHORITY OF THE CITY OF ST. PETERSBURG, FLORIDA**

**FL14P002501-03**

**2003**

\_\_\_ Original Annual Statement \_\_\_ Reserve for Disasters/Emergencies \_\_\_ Revised Annual Statement/Revision Number xxxxx Performance & Evaluation Report  
for Program Year Ending 09/30/2003 \_\_\_\_\_ Final Performance & Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost Original	Revised (2)	Total Actual Cost (2) Obligated	
1	Total Non-CGP Funds	\$	-	\$	-
2	1406 Operations	\$	107,723	\$	-
3	1408 Management Improvements	\$	107,723	\$	-
4	1410 Administration	\$	54,000	\$	-
5	1411 Audit	\$	10,000	\$	-
6	1415 Liquidated Damages	\$	-	\$	-
7	1430 Fees and Costs	\$	-	\$	-
8	1440 Site Acquisition	\$	-	\$	-
9	1450 Site Improvements	\$	234,169	\$	-
10	1460 Dwelling Structures	\$	-	\$	-
11	1465.1 Dwelling Equipment-Nonexpendable	\$	-	\$	-
12	1470 Nondwelling Structures	\$	-	\$	-
13	1475 Nondwelling Equipment	\$	25,000	\$	-
14	1495.1 Relocation Costs	\$	-	\$	-
15	1490 Replacement Reserve	\$	-	\$	-

16	1502 Contingency (may not exceed 8% of line 15)	\$	-		\$	-	\$
17	Amount of Annual Grant (Sum of lines 2-15)	\$	538,615.00		\$	-	\$
18	Amount of line 16 Related to LBP Activities	\$	-	\$	-	\$	-
19	Amount of line 16 Related to Section 504 Compliance	\$	-		\$	-	\$
20	Amount of line 16 Related to Security	\$	-		\$	-	\$
21	Amount of line 16 Related to Energy Conservation Measures	\$	-		\$	-	\$

**Annual Statement/Performance and Evaluation Report**  
**Part III: Implementation Schedule**  
**Comprehensive Grant Program (CGP) 2003**  
**ST. PETERSBURG HOUSING AUTHORITY**

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

Development Number/Name	All Funds Obligated by 09/16/2005			All Funds Expended by 09/16/2007			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
Authority Wide	9/16/2005			9/16/2007			
Graham Park FL2-3	9/16/2005			9/16/2007			
James/ Clearview Park FL2-5	9/16/2005			9/16/2007			
Disston Place FL2-019	9/16/2005			9/16/2007			