

01/15/2004

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

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# PHA Plans

Annual Plan for Fiscal Year 2004

Gainesville Housing Authority  
Gainesville, Florida

Gainesville Housing Authority  
Post Office Box 1468  
1900 SE 4<sup>th</sup> Street  
Gainesville, FL 32602-1468  
(352) 334-4000

**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:** Gainesville Housing Authority

**PHA Number:** FL063 (incorporating the former FL088)

**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)

**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.

*On December 22, 2000, HUD issued 24 CFR Part 903, Public Housing Agency Plans; Final Rule. This Rule eliminates the requirement for an Executive Summary as part of the Agency Plans.*

**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.

*On October 21, 1999, HUD issued 24 CFR Part 903, Public Housing Agency Plans; Final Rule. This Rule eliminates the requirement for Table of Contents as part of the Agency Plans.*

**Table of Contents**

**Annual Plan**

- i. Executive Summary - N/A
- ii. Table of Contents
  - 1. Housing Needs
  - 2. Financial Resources
  - 3. Policies on Eligibility, Selection and Admissions
  - 4. Rent Determination Policies
  - 5. Operations and Management Policies

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- 6. Grievance Procedures
- 7. Capital Improvement Needs
- 8. Demolition and Disposition
- 9. Designation of Housing
- 10. Conversions of Public Housing
- 11. Homeownership
- 12. Community Service Programs
- 13. Crime and Safety
- 14. Pets (Inactive for January 1 PHAs)
- 15. Civil Rights Certifications (included with PHA Plan Certifications)
- 16. Audit
- 17. Asset Management
- 18. Other Information

Criterion for Substantial Deviation

**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 .....A
- Capital Fund Program Annual Statements—Open Years.....B
- Statement of Progress in Achieving Goals and Objectives..... F
- Statement on PH Resident Community Service Requirement.....G
- Statement of Pet Policy .....H
- Statement of Resident Membership on the PHA Governing Board ..... I
- Statement of Membership on the PHA Resident Advisory Board.....J
- Statement on the Deconcentration of Poverty..... L
- Statement on the Initial Conversion Assessment.....M
- 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 .....n/a
- Capital Fund Program 5 Year Action Plan .....C
- Public Housing Drug Elimination Program (PHDEP) Plan.....D
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) .....K
- Other (List below, providing each attachment name)

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**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
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 Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies

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<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	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	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
NA	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
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	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
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" 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

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<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	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

**1. Statement of Housing Needs**

[24 CFR Part 903.79 (a)]

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

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or 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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ability</b>	<b>Size</b>	<b>Locatio-n</b>
Income <= 30% of AMI	10,122	5	5	4	3	5	4
Income >30% but <=50% of AMI	5,056	4	5	4	3	5	4
Income >50% but <80% of AMI	2,591	3	4	3	3	3	3
Elderly	3,124	3	3	4	3	2	3
Families with Disabilities	NA	NA	NA	NA	NA	NA	NA
Black	5,848	5	4	4	3	3	3

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Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Locatio-n
Hispanic	1,233	4	4	4	3	4	3
Asian	1,237	5	4	4	3	4	3
Native American	68	3	3	4	2	2	2

**NOTE:** The City of Gainesville 2000-2003 Interim Housing and Community Development Consolidated Plan relies on the same 1990 census data on which the following table is based. We have not amended the above table. Once new data is available, we will make the appropriate revisions.

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: City of Gainesville, Interim Plan  
Indicate year: 2000-2003
- 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 lists. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<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/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	141		219 families
Extremely low income <=30% AMI	47	33	

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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/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Very low income (>30% but <=50% AMI)	94	67	
Low income (>50% but <80% AMI)	0	0	
Families with children	56	40	
Elderly families	52	37	
Families with Disabilities	43	30	
White	38	27	
African American	98	70	
Other	5	4	
Characteristics by Bedroom Size			
1BR	85*	60	(*39 are efficiencies)
2 BR	24	17	
3 BR	16	11	
4 BR	9	6	
5 BR	7	5	
5+ BR	NA		
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 checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

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<b>Housing Needs of Families on the Waiting List</b>			
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/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	49		153 families
Extremely low income <=30% AMI	34	69	
Very low income (>30% but <=50% AMI)	12	24	
Low income (>50% but <80% AMI)	3	6	
Families with children	42	86	
Elderly/Disabled families	9	18	
White Non-Hispanic	6	12	
Black Non-Hispanic	40	82	
All others	0	0	
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)? 3			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

**C. Strategy for Addressing Needs**

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

**(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

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- 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)

**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.

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<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>	<b>8,217,790</b>	
a) Public Housing Operating Fund	1,458,050	
b) Public Housing Capital Fund	970,521	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,442,719	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self- Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Youthbuild (2002)		Youth training
Shelter + Care 2002	332,100	Support Services
Resident Participation funding	14,400	PH Supportive Services
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	<b>2,419,574</b>	
CGP 2001, 2002	1,377,736	PH Capital Improvements
PHDEP 2001	62,268	PH Supportive Services
ROSS 2002	189,960	PH Supportive Services
Youthbuild 2002	323,090	PH Supportive Services
Shelter + Care 2001	466,520	PH Supportive Services
<b>3. Public Housing Dwelling Rental Income</b>	<b>1,085,747</b>	PH Operations
<b>4. Other income (list below)</b>	<b>362,815</b>	
Other operating income	127,714	HA Operations
Interest Income	31,196	Other
Capital fund	203,905	
<b>5. Non-federal sources (list below)</b>		
<b>6. Reserves/Equity</b>	<b>1,879,197</b>	Other
<b>Total resources</b>	<b>13,965,123</b>	

### **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)  
An applicant fills out an initial application form. The intake specialist begins the process of determining eligibility, which is determined prior to the applicant being placed on our waiting list.

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)  
We also review credit reports, especially if the family owes another public housing organization funds or owes this Authority any funds from a prior tenancy with us.

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

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- 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? None

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

If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously?

If yes, how many lists?

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

- 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)

To meet 504 accessibility requirements.

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

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- 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.

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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

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- Other source (list)  
Newsletters

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?

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

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

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

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

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

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

**B. Section 8**

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

**(1) Eligibility**

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

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

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

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

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

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

- Criminal or drug-related activity
- Other (describe below):

If requested, information about Section 8 clients who use to, or still do, live in public housing, i.e., rent payment history, housekeeping, conduct with neighbors, etc.

**(2) Waiting List Organization**

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

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

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

- PHA main administrative office
- Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:

Prior to the voucher expiration date, clients can request one 30-day extension in writing. Approval will be on a case-by-case basis. Persons with disabilities may request extensions for an additional 120 days, 30 days at a time.

**(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?

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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.

1 Date and Time

Former Federal preferences

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

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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): N/A

- 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): N/A

- 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)

Newspaper advertisements and media exposure.

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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:

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c. Rents set at less than 30% than adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

BRs	0	1	2	3	4	5
Flat Rent	320	350	420	580	680	780
<b>If a tenant's calculated rent reaches or exceeds these numbers, they have the option of choosing the flat rent rate according to HUD guidelines.</b>						

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

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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)

The participant must report any of the following factors that could result in an increase in rent:

- a) Change in income from welfare to earned income.
- b) Change from zero income to any form of income.
- c) Change in family composition (which could either provide additional income to the household or reduce the deductions and allowances for which the family qualifies).

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- 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)

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c. If the payment standard is higher than FMR, why has the PHA chosen this level?

(select all that apply) N/A

- 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): Market rates (rents)

**(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.

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- 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	628	250
Section 8 Vouchers	1,055	144
Section 8 Certificates	0	
Section 8 Mod Rehab	NA	
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		
Vet Space	16	
Shelter + Care	18	
Meridian		

**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.

**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.

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**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

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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) (fl063b01)

-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) (fl063c01)

-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:

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

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

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

If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

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

If yes, list developments or activities below:

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

[24 CFR Part 903.7 9 (h)]

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

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

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

[24 CFR Part 903.7 9 (i)]

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.

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<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Oak Park // _ Sunshine Park
1b. Development (project) number:	63-2 63-4
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(03/31/2004)
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	### 171
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" 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.

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

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

**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 home ownership programs administered by the PHA under an approved section 5(h) home ownership 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 home ownership 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:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (1)]

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

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

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 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)

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b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or Section 8 participants or both)

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: 12/01/01)
Public Housing & Section 8 (combined)		

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

If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

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

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.

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- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

2. What information or data did the PHA 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 anti-crime/anti-drug programs

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Other (describe below)

3. Which developments are most affected? All developments are affected.

**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 (Reichert House)
- Volunteer Resident Patrol/Block Watchers Program (Citizens on Patrol)
- Other (describe below)

Our University of Florida *Free Tutorial Program* for public housing youth.  
Boys & Girls Club

2. Which developments are most affected? All developments are affected.

**C. Coordination between PHA and the police**

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

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

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

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2001 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**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?

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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): **ATTACHMENT K**
- Provided below:

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

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

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.) Appointed by the Mayor with the consent of the City Commission (Florida State Statute 421).

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3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: City of Gainesville

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)

The Gainesville Housing Authority takes an active cooperative role with the City of Gainesville in helping the city develop its Consolidated Plan. In section 3.1.6 of

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its *2000-2003 Interim Housing and Community Development Consolidated Plan*, the city references GHA programs as integral parts of its plan to improve housing conditions for the disadvantaged families within the city. The City specifically references the following ongoing GHA programs as essential to its Consolidated Plan strategy.

*Public housing.* The City of Gainesville Consolidated Plan contains a chart fully showing the housing units available at all GHA developments as an important community resource that should not be diminished.

*Section 8.* The Consolidated Plan references the GHA Section 8 Program, including its project-based developments, as essential housing resources in the community.

*Section 8 New Construction.* The GHA built two affordable housing complexes that contribute to the reducing needs for low income housing in Gainesville.

*Capital Fund Program.* The Consolidated Plan references the past Comprehensive Grant Program for maintenance of existing housing resources in the community. This is especially important, since the Consolidated Plan observes emphatically that the city suffers from too much dilapidated, unrentable housing, especially for poor families, who must compete with college students for what suitable housing there is. This section also observes how the GHA has brought its residents into its decision making process.

*Youthbuild Grants.* The city also applauds GHA programs aimed to improve opportunities for the city's non-college, disadvantaged young people through its Youthbuild Program and similar efforts.

*Path.* Units to be developed to address the housing needs.

*Resident Initiatives.* Throughout the City of Gainesville Consolidated Plan there are indications of support for GHA programs to improve the chance for economic improvement and homeownership, especially through its Family Self-Sufficiency Program and its graduates. The Interim Plan adds a section on the GHA's ROSS grant, and the contribution it makes to assisting needful families in Gainesville.

*National Housing Development Corporation.* MOU to develop Section 8 housing.

Other: (list below)

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3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

On p. 52 of the Interim Consolidated Plan, the City of Gainesville indicates several ways in which it will support programs at the GHA. There we read the following.

“The City of Gainesville will assist and support GHA in reaching its program goals between Fiscal Years 2000-2004 as feasible and appropriate through the following activities:

### Primary Activities:

- Public/Assisted Housing Resident Initiatives and Support Services
- Rental Assistance
- Rehabilitation and Physical Improvements

### Objectives and Measures

1. Maintain the existing capacities for public housing units, Section 8 subsidized units, Section 8 New Construction.... and ensure there are no net loses in the number of these units.
2. Apply for additional rental vouchers to increase the number of applicants served from the Section 8 waiting list.
3. Assist 30-40 public housing and Section 8 households through the Family Self-Sufficiency Program by FY 2005.

### Strategies

1. Support and assist GHA in implementation of the Family Self Sufficiency program to the maximum extent feasible....
2. Target homebuyer assistance programs to qualified households presently receiving or on the waiting lists for rental assistance....
3. Support GHA in its use of Public Housing /drug /elimination Program grants to improve the well-being of public housing residents.
4. Support GHA in its use of ROSS and other funding to maintain or establish innovative housing programs to benefit its residents.”

**D. Other Information Required by HUD**

**Criterion for identifying a “substantial deviation” from the PHA Plan**

The Housing Authority of the City of Gainesville will consider the following to be changes in its *Agency Plan* necessary and sufficient to require a full review by the Resident Advisory Board and by the Public Hearing process before a corresponding change in the Agency Plan can be adopted.

1. Any alteration of the Authority’s *Mission Statement*;
2. Any change or amendment to a stated Strategic Goal;
3. Any change or amendment to a stated Strategic Objective except in a case where the change results from the objective having been met;
4. Any introduction of a new Strategic Goal or a new Strategic Objective;
5. Any alteration in the Capital Fund Program Annual Plan that affects an expenditure greater than ten percent (10%) of the CFP Annual Budget for that year.

In setting the above criteria, the Gainesville Housing Authority intends by “Strategic Goal” and “Strategic Objective” specifically those items under those headings in its *5-Year Plan*.

Because the Annual Plan already requires annual review by the Resident Advisory Board and by Public Hearing, the Authority believes this annual process sufficient to meet the spirit of the *Quality Housing and Work Responsibility Act of 1998*. It expects that changes to the Annual Plan will be primarily administrative in nature. It believes, however, as shown in item #5 above, that significant changes in its planned modernization expenditures should be subject to a resident/public process.

The Gainesville Housing Authority has also reviewed the requirements set out in HUD Notice PHI 99-51. It here incorporates the several additional criteria established by HUD for “substantial deviation” and “significant amendment or modification” to its Agency Plan. The GHA will also consider the following events to require a public process before amending such changes to its Agency Plan:

- changes to rent or admissions policies or organization of the waiting list;
- additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Plan) or change in use of replacement reserve funds under the Capital Fund;

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- additions of new activities not included in the current PHDEP Plan and
- any change with regard to demolition or disposition , designation, homeownership programs or conversion activities.

The Gainesville Housing Authority acknowledges that an exception will be made by HUD to compliance with the above criteria for any of the above changes that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD.

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

**Attachments**

- A Policy for the Deconcentration of Poverty
- B fl063b01 Capital Fund Program Annual Statements—Open Years (Separate Excel File)
- C fl063c01 Capital Fund Program 5 Year Action Plan (Separate Excel File)
- D FY 2003 PHDEP Plan Template (not required anymore, so it is not filled out.)
- E GHA Organizational Chart (not required)
- F Statement of Progress in Achieving Goals and Objectives
- G Statement on PH Resident Community Service Requirement
- H Statement of Pet Policy
- I Statement of Resident Membership on the PHA Governing Board
- J Statement of Membership on the PHA Resident Advisory Board; listing of members on the Resident Councils and listing off members of the Board of Commissioners
- K Summary of Comments by the Resident Advisory Board
- L Statement on the Deconcentration of Poverty (Component 3 (6))
- M Statement on the Initial Conversion Assessment

**ATTACHMENT A:**

**POLICY FOR THE DECONCENTRATION OF POVERTY**

Where an inequity has been discovered in the distribution of impoverished families within its jurisdiction or on its waiting list, this PHA will take steps to remove that concentration of poverty by bringing higher income families into its lower income developments and lower income families into its higher income developments.

Among the strategies this authority will consider in attempting to remedy the inequity are the following:

- 1). It may skip certain income families on its waiting list to reach other families with a lower or higher income, as may be required to achieve better income distribution balance in its developments. This authority will apply such skipping uniformly and fairly.
- 2). It may make concerted efforts to aid lower-income families to increase their income through offering incentives. These incentives may include but are not required to be or limited to the following:
  - a) Providing self sufficiency activities to improve resident employability;
  - b) Providing permissive deductions from annual income and other permissive deductions to public housing resident as allowed by law. If offered, these options will be spelled out in detail as an amendment to this policy;
  - c) Providing individual savings accounts to families who select income-based rents;
  - d) Establishing a rent structure that encourages deconcentration of poverty;
  - e) Providing certain admissions preferences, such as those for working families;
  - f) Providing additional applicant consultation and information;
  - g) And providing additional supportive services or amenities.

In pursuing this policy of deconcentration, where a family receiving TANF assistance is concerned, this authority will make every reasonable recourse to coordinate its efforts to provide incentives to families that are consistent with programs administered by the office having TANF responsibilities in its jurisdiction.

In conducting its required analysis of income levels at its developments to determine if any have a concentration of poverty, the Gainesville Housing Authority discovered a need to take specific measures to promote deconcentration of poverty and income mixing. To

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that end, the Authority will take the following specific steps to alleviate and later prevent any poverty concentration at its developments.

The HUD *Public Housing Agency Plans Final Rule*, 24 CFR Part 903, published on October 21, 1999, indicates that PHAs with any concentration of poverty must employ skipping applicants on a waiting list as a means to redress such inequity in income distributions at any specific development where poverty is concentrated; therefore, the Gainesville Housing Authority will act as follows.

Our efforts to reduce the number of lower income families or higher income families concentrated at our family developments will rely on judicious administration of our waiting lists. In order to reach higher income or lower income applicants on our waiting lists for admission to our selected developments, we will develop a process to “skip” applicants as needed to reach other applicants that will better redress any income imbalances at those developments. Where we have designated a development as “higher income” we will seek by skipping to admit to it more families with lower incomes. Where we have identified a development as “lower income” we will use skipping on the waiting list to admit higher income families to it.

As a further strategy, our Authority will pursue outreach efforts to attract more higher income families to our waiting lists.

This PHA will pursue this policy of deconcentration of poverty in a way that affirmatively furthers fair housing, and that ensures for both our applicants and our residents receive equitable treatment devoid of discrimination.

**ATTACHMENT B:**

**CAPITAL FUND ANNUAL STATEMENTS—OPEN YEARS**

See separate Excel Attachment, filename fl063b01

**ATTACHMENT C:**

**CAPITAL FUND 5 YEAR ACTION PLAN**

See separate Excel Attachment, filename fl063c01

**ATTACHMENT D:**

**PUBLIC HOUSING DRUG ELIMINATION PROGRAM PLAN**

**PHDEP program  
has been suspended**

**ATTACHMENT E:**

**ORGANIZATIONAL CHART**

**Not required – High Performer**

**ATTACHMENT F:**

**STATEMENT OF PROGRESS IN MEETING GOALS AND OBJECTIVES**

***ONE-YEAR AND FIVE-YEAR PUBLIC HOUSING SUMMARY***

**PHA GOAL: IMPROVE THE QUALITY OF ASSISTED HOUSING**

The Gainesville Housing Authority (GHA) is still designated as a “high performer.

One particular area that the Authority will concentrate on during the next year is the perception of residents regarding the quality of services provided. Although the overall score on the RASS survey was high, there were certain portions that indicated that improvements could be made. Areas that the staff will attempt to improve on are Communications, Services, and Neighborhood Appearance.

Staff received a score of 79%, above the National Average and 76% in the area of safety. This score most likely is attributed to our enforcement of the One Strike – You’re Out Policy, which includes screening and eviction.

**PHA GOAL: PROVIDE AN IMPROVED LIVING ENVIRONMENT**

Staff has made every effort to income mixing in all our communities, as the provision was recently added to our Admission and Occupancy Policy (ACOP) under Deconcentration.

**PHA GOAL: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS**

Several public housing have been referred to the Family Self Sufficiency (FSS) Coordinator by management staff. Continued efforts to bring more public housing residents on the program is ongoing.

**PHA GOAL: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING OBJECTIVES**

The GHA staff constantly and consistently practices our mission to undertake affirmative measures to ensure equal opportunity to all public housing residents

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and the general public. This practice is demonstrated in our application process and daily operations. Our objectives to meet this requirement are posted on the bulletin boards, which are located in conspicuous places throughout the GHA properties.

**DEVELOP AN ACTION PLAN TO FACILITATE AND IMPROVE TWO-WAY COMMUNICATION BETWEEN RESIDENTS, RESIDENT GROUPS, AND THE GHA**

In addition to being accessible to the residents, the public housing management staff communicates with the residents through monthly newsletters and quarterly newsletters, monthly meetings and special even notices

**INCORPORATE OPERATIONAL EFFICIENCIES WHICH PROVIDE COST AND/OR PRODUCTIVITY IMPROVEMENT TO THE HOUSING AUTHORITY**

Most offices are equipped with Internet Access and computers are constantly being upgraded. Training and cross training is ongoing.

***ANNUAL PLAN & FIVE-YEAR PLAN SUMMARY  
MEETING GOALS in the SECTION 8 PROGRAM***

**1. PHA GOAL: EXPAND THE SUPPLY OF ASSISTED HOUSING**

**A. APPLY FOR ADDITIONAL RENTAL VOUCHERS: INCREASE THE NUMBER OF APPLICANTS SERVED FROM THE SECTION 8 WAITING LIST.**

In recent years GHA has applied for additional Section 8 rental vouchers in order to expand the current program. In 2003, 181 additional vouchers were authorized by HUD, bringing GHA's total number of Section 8 vouchers to 1,197.

**B. MAINTAIN 98% UTILIZATION OF SECTION 8 EXISTING HOUSING BUDGET.**

The Section 8 tenant-based program is currently leased up at 100% (1,055 vouchers in use). Our goal has been to achieve and maintain a 98% utilization rate of existing vouchers. We will continue to maintain 98% and strive to exceed 100%, given funding availability.

**2. PHA GOAL: IMPROVE THE QUALITY OF ASSISTED HOUSING**

**A. IMPROVE VOUCHER MANAGEMENT: EARN AND RETAIN A HIGH PERFORMER RATING UNDER SEMAP.**

GHA submitted its SEMAP evaluation for the fiscal year ending on 3/31/03. GHA received a “high” score, and we do anticipate being designated as a “high performer” for the following fiscal year.

**3. PHA GOAL: INCREASE ASSISTED HOUSING CHOICES**

**A. PROVIDE VOUCHER MOBILITY COUNSELING: CONDUCT MONTHLY TRAINING AND INFORMATIONAL SEMINARS WITH CLIENTS.**

GHA currently provides voucher mobility counseling to all new tenants who enter the Section 8 program. This counseling has been given to over 200 tenants in the year 2002/2003. This same information is also relayed to each tenant during every annual or interim recertification. However, this counseling is not being conducted on any scheduled monthly basis, as we have determined there is no need to do so.

**B. CONDUCT OUTREACH EFFORTS TO POTENTIAL VOUCHER LANDLORDS.**

The Section 8 Director has participated in meetings on a regular basis with existing and potential landlords by attending numerous property owner association meetings, district policing landlord meetings, and by delivering informational talks and formal presentations to the landlord/property management communities. Accordingly, this goal has been completed, and GHA intends to continue with these efforts on an ongoing basis.

**4. PHA GOAL: PROVIDE AN IMPROVED LIVING ENVIRONMENT**

GHA has established local HQS standards which, in many respects, exceed the minimum requirements set forth by HUD. These standards are uniformly enforced by the Section 8 housing inspector, and regular quality audits are performed by management to assure a high level of compliance. Accordingly, this goal has been completed, and GHA intends to continue with these efforts on an ongoing basis

**5. PHA GOAL: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS**

**A. INCREASE THE NUMBER AND PERCENTAGE OF EMPLOYED PERSONS IN ASSISTED FAMILIES, DEVELOP AN MOU WITH THE STATE DEPARTMENT OF LABOR AND STATE DEPARTMENT OF CHILDREN AND FAMILIES.**

Although we do not have a formal MOU in effect, GHA currently enjoys a completely cooperative and mutually beneficial working relationship with the Department of Children and Families, and have a one-stop shop job training program.

**B. DEVELOP OR ATTRACT SUPPORTIVE SERVICES TO IMPROVE ASSISTANCE RECIPIENTS' EMPLOYABILITY: COORDINATE SCHOLARSHIP OPPORTUNITIES WITH Santa Fe COMMUNITY COLLEGE.**

GHA has provided scholarship opportunities for its tenants in conjunction with Santa Fe Community College for a number of years, and will continue to do so in the future. Accordingly, this goal has been met (scholarship opportunities), and GHA intends to continue with these efforts on an ongoing basis.

**C. PROVIDE AN FSS PROGRAM FOR SECTION 8 HOUSING PARTICIPANTS THAT SUPPORTS EDUCATIONAL TRAINING AND EMPLOYMENT OPPORTUNITIES AND THAT IMPROVES COMMUNICATION, INSTILLS INDIVIDUAL RESPONSIBILITY, AND ENCOURAGES RESIDENT PARTICIPATION IN RESIDENT COUNCILS.**

GHA currently has 27 tenants enrolled in the FSS Program. Several of the tenants have completed the program and utilized their escrow savings to begin business endeavors, leave public housing, or purchase their own homes. GHA might expand this program beyond its current enrollment level in the future depending on resources. Accordingly, this goal has been met and GHA intends to continue with this effort on an ongoing basis.

**D. MAINTAIN A PROGRAM TO INCREASE HIGH SCHOOL GRADUATION FOR SECTION 8 YOUTH.**

GHA is currently operating its Youthbuild program on-site. This program has resulted in a number of Youthbuild students receiving their GED/high school degrees. Accordingly, this goal has been achieved and GHA intends to continue and expand the Youthbuild program in the future.

**6. PHA GOAL: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING OBJECTIVES:**

A. UNDERTAKE AFFIRMATIVE MEASURES TO ENSURE ACCESS TO ASSISTED HOUSING REGARDLESS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, FAMILIAL STATUS, OR DISABILITY. ADVERTISE SERVICES IN LOCAL NEWSPAPER AND MINORITY PUBLICATIONS.

During 2002/2003 GHA conducted Section 8 program outreach to targeted populations through use of general newspaper media, minority newspaper media, minority radio, social service agencies and minority religious organizations. As a result of these efforts, the Section 8 program added over 200 new tenants.

B. UNDERTAKE AFFIRMATIVE MEASURES TO PROVIDE A SUITABLE LIVING ENVIRONMENT FOR FAMILIES LIVING IN ASSISTED HOUSING. ESTABLISH A UNIFORM INSPECTIONS STANDARD THAT IMPROVES THE QUALITY OF HOUSING FOR SECTION 8 VOUCHER FAMILIES.

GHA has established a uniform inspections standard that improves the quality of housing for Section 8 voucher families

C. UNDERTAKE AFFIRMATIVE MEASURES TO ENSURE ACCESSIBLE HOUSING TO PERSONS WITH ALL VARIETIES OF DISABILITIES REGARDLESS OF UNIT SIZE REQUIRED.

GHA has utilized the payment standards exceptions provided under the “hard to house” standard in an effort to expand the stock of disability-ready properties available for Section 8 utilization. Several landlords have agreed to undertake the cost of significant structural retrofitting in response to these payment guarantees.

*The following is a further elaboration of Gainesville Housing Authority progress in achieving its stated goals.*

**1. PHA Goal: Apply for additional rental vouchers: Increase the number of applicants served from the Section 8 waiting list (By 4/2003).**

GHA received additional Section 8 vouchers in May 2003 and again in December 2003, bringing the total number of Section 8 vouchers to 1,197.

**2. PHA Goal: Improve voucher management: (SEMAP score) earn and retain a “high performer” rating under SEMAP (By 4/2002).**

GHA submitted the FY 2002-2003 SEMAP report, which included claiming all applicable points. HUD awarded GHA a “high performer” rating.

**3. PHA Goal: Develop an asset replacement schedule based upon useful life and or condition of property (By 1/2001)**

Office computers are replaced every four years. Next scheduled replacement in 2003-2004 budget.

**4. PHA Goal: Achieve and maintain an average 97% utilization rate monthly in Section 8 budgets, as long as adequate funding to achieve that standard is available (By 10/2003).**

GHA is currently leased at 100% of HUD approval capacity in an effort to utilize a higher percentage of budgets. FY 2002-2003 utilization rate was 99%.

**5. PHA Goal: Renovate and modernize public housing units: (see Component 7 and attached Capital Fund Plan).**

Renovations and modernization efforts in public housing are planned and executed based on the needs of the housing; input from residents and in accordance with HUD approved plans.

**6. PHA Goal: Provide voucher mobility counseling: Conduct monthly training and information seminars with clients.**

This is accomplished at meetings with clients conducted with new lease-up and at annual re-certification.

**7. PHA Goal: Conduct outreach efforts to potential voucher landlords.**

This task is conducted by quarterly meetings with landlords and the local government’s landlord council.

**8. PHA Goal: Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments.**

GHA current average income per neighborhood is as low as \$6,567 and as high as \$13,113. However, the residents living in Forest Pines have the highest average household income and the largest family size. The staff continues to make every effort to incorporate families of all incomes into our complexes as

outlined in our Admissions and Continued Occupancy Policy (ACOP) under the Deconcentration Section.

**9. PHA Goal: Implement public housing security improvements (see Component 13 and attached PHDEP Plan.**

GHA's management meets weekly with local law enforcement officers to exchange information regarding crime and crime prevention in public housing complexes.

**10. PHA Goal: Provide a self-sufficiency program for up to 50 Section 8 and/or Public Housing participants that supports educational training and employment opportunities and that improves communication, instills individual responsibility, and encourages resident participation in resident councils.**

There are presently 26 individuals participating in the FSS program and the staff is actively recruiting new applicants.

**11. PHA Goals: Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability: Advertise services in local newspaper and minority publications.**

GHA meets this requirement in its daily operations in all aspects of its housing opportunities to include posting affirmative action measures on bulletin boards, advertisements, handouts and presentations to perspective clients. Key staff members attended Fair Housing Training and received certification. GHA was a sponsor and participant in the annual County Fair Housing Symposium.

**12. PHA Goals: 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: Establish local uniform inspections standards that improve the quality of safe, sanitary, and decent housing for public housing.**

GHA meets this requirement in its daily operations in all aspects of its properties to include making the needed handicap accessibility modifications to units and/or assigning disabled persons to units which have been modified as an accessible unit. All inspections are conducted in accordance with required standards regardless of the minority status of the resident.

**13. PHA Goal: Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.**

GHA presently has units designated as accessible units; however, as the need presents itself, management will continue to make modifications to accommodate individuals with disabilities. Capital funds are used to make existing units accessible for individuals with disabilities.

**14. PHA Goal: Through the 504 survey process, counsel public housing residents regarding the availability of modifications and capital improvement funds for this purpose.**

Public housing residents are given numerous opportunities to not only receive presentations concerning the availability of modifications and capital improvement funds, but they are also given an opportunity to provide input into the process, which addresses the perceptions and desires held by residents.

**15. PHA Goal: Develop a plan of action to facilitate and improve two-way communication between residents, resident groups and the Gainesville Housing Authority (By 7/2003).**

The GHA staff is accessible to the residents and routinely addresses concerns raised by residents. The management of GHA communicates with the residents through monthly/ quarterly newsletters, meetings, community activities such as holiday commemorations, etc. Additionally, GHA's open door policy promotes the idea of residents meeting with management to address their ideas and concerns. Staff attends monthly Resident Council meetings and crime watch meetings.

**16. PHA Objectives: Upgrade computer network, improve internet access, and conduct quarterly classes )cross training, operational training, policy and procedure meeting, etc.**

GHA's computer network is regularly updated.

**ATTACHMENT G:**

**STATEMENT ON THE COMMUNITY SERVICE REQUIREMENT**

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) added a new section to the United States Housing Act of 1937 (1937 Act). Section 12(c) of the Housing Act established the Community Service Requirement for residents of public housing. In compliance with the QHWRA and Section 12(c) of the 1937 Act, the Housing Authority has established a Community Service Requirement Policy for those residents residing in Public Housing.

The following residents are exempt from the Community Service Requirement:

- An individual that is blind or disabled, as defined under section 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c), and who is unable to comply with this section, or is primary caretaker of such individual;
- Residents 62 years of age and older
- Is engaged in a work activity (as such term is defined in section 407(d) of the social security Act (42 U.S.C. 607), as in effect on and July 1, 1997);
- Meets the requirements for being exempted from having to engage in a work activity under the State program funded under Part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program; or
- Is in a family receiving assistance under a State program funded under Part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program, and has not been found in noncompliance with such program

Third party certification must be provided by the entity with whom the resident is working

Residents 18 years or older not exempt, as determined by the Authority in conformance with HUD rules, shall perform eight (8) hours per month of approved community service and/or economic self-sufficiency activities. Residents' compliance will be verified monthly. If a resident has not fulfilled the community service/economic self-sufficiency requirement during the past year, the resident must enter into an agreement with the Authority to comply with the requirement. If the resident does not enter into such agreement or does not comply with the stipulations in the agreement, the lease will

## Gainesville Housing Authority

not be renewed. The agreement must be signed by both the Authority and resident before the expiration for the lease and must include additional hours of community service or economic self-sufficiency activities to cure the past year's noncompliance.

The Authority will determine which family members are subject to or exempt from the service requirement during the recertification of family. The exempt or nonexempt status of family members may change throughout the year and family members, at time of recertification, must sign an agreement stating that if the status changes, the family member must contact the appropriate staff person assigned to the family's recertification and inform them of the change. The Authority will determine if the family member must enter into a community service or economic self-sufficiency program and will notify resident of process and approved activities.

The Authority will approve the activities that fulfill the community service/economic self-sufficiency requirements and will provide an updated list of approved activities for dissemination to staff and residents.

**ATTACHMENT H:**

**SUMMARY STATEMENT OF PET POLICY**

The Gainesville Housing Authority has two separate pet policies. One governs residents in its elderly housing developments, and the other governs pets in its general occupancy family units. Neither of these policies applies to residents with disabilities who own an animal as an accommodation to deal with their disability.

**1. Pet Rule for the Gainesville Housing Authority Elderly Housing Projects**

This policy identifies the developments governed by the rule. It defines pets. It requires a security deposit for pet owners. It suggests that such owners have liability insurance protection. It requires that pets be properly inoculated. It sets sanitation standards for residents keeping pets. It also requires leashing certain pets under specified conditions, registering fur-bearing pets, and spaying or neutering dogs and cats. The policy also limits the size and weight of certain pets and requires that dog and cat owners take steps against possible flea infestation.

The Rule is in the form of an executable document that further requires that pet owners affirm they will abide with all applicable local and state laws governing pet ownership. It also sets standards governing nuisance pets, violation of the pet rule, and how the GHA will deal with sick or abandoned pets. The document is signed by both the resident and the GHA and becomes an enforceable addendum to the lease.

**2. Pet Rule for the Gainesville Housing Authority General Family Housing Projects**

This “Pet Policy” is “Chapter 10” of the GHA’s Admissions and Continued Occupancy Policy.

The Policy opens with a statement of purpose and affirms that the policy will be administered in a way that does not discriminate against any resident. It declares a general exception to “service animals that assist persons with disabilities, provided such a person meets certain qualifying and verifiable criteria.

The Policy requires that residents enter into a written “Pet Agreement” with the GHA. Under its part A, the policy limits pet ownership to birds and fish, and prohibits any other types of pets. Part B of the policy sets out how the GHA will deal with damage to its premises caused by the pet or the pet owner, and affirms who is responsible for any such damage or liability caused by pet ownership. Part C affirms the right of the GHA to have access to units in which resident pet owners reside under specific conditions that affect the health, safety or enjoyment of their premises by residents, giving reasonable notice beforehand. Part D outlines how the GHA will deal with violations of the Pet Policy, including giving notice to the pet owner. Part E sets out the conditions under which the GHA may remove a pet from its premises, and Part F outlines how the GHA will deal with abandoned pets.

**ATTACHMENT I:**

**STATEMENT ABOUT RESIDENT MEMBERSHIP  
ON THE  
GAINESVILLE HOUSING AUTHORITY GOVERNING BOARD**

The resident commissioner serving on the Board of the Gainesville Housing Authority was Mr. Fred Millies, who is now deceased. A new appointment is pending.

The Mayor of the City of Gainesville makes the appointments to the GHA Board as outlined in the IAW State Statute 421. Vacancies are announced in the local newspapers 60 days in advance and interested citizens make application to the City Commission. Mr. Millies' term was scheduled to be up in August 2004.

Gainesville Housing Authority

**ATTACHMENT J:**

**THE GAINESVILLE HOUSING AUTHORITY BOARD OF COMMISSIONERS**

John V. Carlson, Chairperson  
Vanessa I. Gordon, Vice Chairperson  
Andrew R. Mickle, Commissioner  
Laura Muchnick, Commissioner  
*Appointment Pending*, Resident Commissioner

**The Gainesville Housing Authority Resident Advisory Board**

The Gainesville Housing Authority currently lacks a formal Resident Advisory Board. It is our current practice instead to present all matters pertaining to our Agency Plans to our resident councils and their leaders in open meetings where as many residents as may wish can be included in the Agency Plan review and discussion. These meetings are also open to our Section 8 residents.

We believe this allows the maximum feedback from all of our residents.

If the Gainesville Housing Authority were to form a resident advisory board of smaller scope, it would consist of the heads of its resident councils. They are listed below.

**GAINESVILLE HOUSING AUTHORITY  
Resident Advisory Board**

**RESIDENT COUNCIL PRESIDENTS**

Ms. Laura Spates	Woodland Park, 1900 SE 4th Street, #72	378-7156
Ms. Louvenia McDowell *	Lake Terrace, 12 SE 26 <sup>th</sup> Street (41)	372-1920
Mr. Bruce Williams	Oak Park, 100 NE 8th Avenue, #408 (01)	371-0811
Ms. Annie Thomas	Sunshine Park, 1901 NW 2nd Street, E-1	373-3461
Ms. Joyce Johnson	Forest Pines, 906 NE 25 <sup>th</sup> Street, (01)	380-0141
Ms. Diana Hall	Eastwood Meadows, 925 SE 43rd Street, #39 (41)	371-7263

\* Lake Road President (includes 3 sites: Lake Terrace, Pine Meadows and Caroline Manor)

Gainesville Housing Authority

**ATTACHMENT J, CONT'D**

**GAINESVILLE HOUSING AUTHORITY FAMILY HOUSING**

**WOODLAND PARK RESIDENT COUNCIL OFFICERS  
1900 SE 4TH STREET, #172, 32641  
(352) 334-4017**

President	Laura Spates	1900 SE 4th Street, #72	378-7156
V P	Vacant	1900 SE 4th Street, #73	
2nd VP	Vacant	1900 SE 4th Street, #28	
Treasurer	Ms. Kim Mann	1900 SE 4th Street, #14	374-4520
Secretary	Vacant		

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**LAKE ROAD RESIDENT COUNCIL OFFICERS  
(Pine Meadows, Lake Terrace and Caroline Manor) 32641  
(352) 334-4022**

President	Ms. Louvenia McDowell	12 SE 26 <sup>th</sup> Street	372-1920
1st VP	Ms. Gail J. Lester	2626 East Univ. Ave #38	No Phone
2nd VP	Vacant		
Secretary	Vacant		
Treasurer	Ms. Angela Long	16 SE 26th Street	No Phone

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**FOREST PINES RESIDENT COUNCIL OFFICERS  
1015 NE 25th Terrace, 32641  
334-2467**

President	Ms. Joyce Johnson	906 NE 25th Street	380-0141
VP	Vacant		
Secretary	Vacant		
Treasurer	Vacant		

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**EASTWOOD MEADOW RESIDENT COUNCIL OFFICERS  
925 SE 43rd Street, 32641  
(352) 334-4038**

President	Ms. Diana Hall	925 SE 43rd Street, #39	371-7263
VP	Vacant		
Secretary	Vacant		
Treasurer	Vacant		

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Gainesville Housing Authority

**ATTACHMENT J, CONT'D.**

**GAINESVILLE HOUSING AUTHORITY ELDERLY HOUSING**

**Oak Park Resident Council Officers**  
**100 NE 8th Avenue, 32601**  
**(352) 334-4033**

President	Mr. Bruce Williams	100 NE 8 <sup>th</sup> Avenue, #408	373-0811
VP	Vacant		
Secretary	Ms. Dorothy Barker	#310	367-3200
Treasurer	Vacant		

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**Sunshine Park Resident Council Officers**  
**1901 NE 2<sup>nd</sup> Street, 32601**  
**(352) 334-4040**

President	Ms. Annie L. Thomas	1900 NE 2 <sup>nd</sup> Street, #E-1	373-3461
VP	Vacant		
Secretary	Vacant		
Treasurer	Ms. Janet Moriarty	#J-3	379-1757

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**GAINESVILLE HOUSING AUTHORITY NEW CONSTRUCTION**  
**ELDERLY HOUSING**

**The 400 Building Resident Council Officers**  
**400 NW 1<sup>st</sup> Avenue, 32601**  
**(353) 334-4025**

President	Zack Andrews	400 NW 1 <sup>st</sup> Avenue, #307	378-6033
VP	Vacant		
Secretary	Zack Andrews	#307	378-6033
Treasurer	Millie Cohen	#704	372-1502

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**ATTACHMENT J, CONT'D.**

**GAINESVILLE HOUSING AUTHORITY NEW CONSTRUCTION  
FAMILY HOUSING**

**Seminary Lane Resident Council Officers  
1019 NW 5<sup>th</sup> Avenue, 32601  
(353) 334-4030**

President	Mr. Frankie Scott	119 NW 5 <sup>th</sup> Street	
VP	Vacant		
Secretary	Ms. Doris Baker	427 NE 5 <sup>th</sup> avenue	378-0575
Treasurer	Ms. Doris Baker	427 NE 5 <sup>th</sup> avenue	378-0575
Parliamentarian	Mr. Calvin Bryant	1226 NW 5 <sup>th</sup> Avenue	

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**ATTACHMENT K:**

**PUBLIC MEETING COMMENTS AND GHA RESPONSES**

***ANNUAL PLAN/5 YEAR PLAN MEETINGS  
RESIDENT COMMENTS***

**Woodland Park**

12-4-03	9:30 AM	0 persons attended
12-4-03	6:00 PM	3 persons attended

1. Units are not accessible for persons in wheelchairs. Hallways are too narrow and you cannot turn around, bathroom door is not wide enough, you cannot turn from the hall into bedrooms, and the angle of slope into the front entry door with the screen door swinging outside and the main door swinging inside makes it difficult to get into the units by the front door.
2. Mark/stripe parking lots.

**Eastwood Meadows**

12-5-03	9:45 AM	1 person attended
12-8-03	5:30 PM	0 persons attended

1. Have City repair street lighting and security lighting throughout property, as necessary.
2. Repair or replace security screens. A lot of the latches do not work.
3. Add more playground equipment.
4. Add community trash cans throughout complex. (Hopefully, residents, family members, and guests will put trash in cans, and not throw cups, bottles, cans and other items of trash on the ground).
5. Arrange for afternoon computer classes in the Community Room for adults and children.
6. Trim low hanging tree limbs and brush in fence line along front of property.
7. Add doorbells.

Gainesville Housing Authority

**Lake Road (Lake Terrace, Caroline Manor, Pine Meadows)**

12-8-03	7:00 PM	2 persons attended
12-9-03	10:00 AM	4 persons attended

1. Terrazzo floors in the units are old, scuffed up, have discoloration spots, and hard to clean and shine. Add vinyl flooring over existing floors.
2. Add closet door and modernize closets with more shelving and storage space.
3. At Lake Terrace, the duplex units are separated in the back yard by fencing. Many of the fences need to be repaired/replaced. The residents want the fences to help define their yards and to keep others from encroaching on their property/space. The fences help identify a resident's yard.
4. Replace front doors at Lake Terrace with steel doors and with better weather stripping around doors.
5. There are a lot of sewer back-ups due to roots in sewer lines. May need to replace old sewer lines (cast iron) with new/updated materials. Also, may need to remove some trees.
6. Install door bells.
7. Install electric dryer hookups in all units, if possible.
8. Add air conditioning in all units. Housing Authority should start a rent-to-own program for residents and let residents purchase A/C units at "0" interest.
9. The concrete slab is cracked in some units due to shifting earth.
10. The back stoop at Lake Terrace is too low in many cases. Appears the concrete has sunk into the ground and the step is too great, more than 7 inches.

**Oak Park**

12-8-03	2:00 PM	3 persons attended
12-9-03	6:00 PM	12 persons attended

1. It appears that the vents in some of the new wall heaters blows the hot air up rather than down. Also, in the winter time ceiling fans should be reversed to allow the hot air to circulate throughout the room.
2. Add a ceiling fan in the bedroom of the one-bedroom units.

Gainesville Housing Authority

3. Repair and paint areas of units and common areas in the building that were damaged by roof leaks. The new roof was installed over a year ago.
4. Check water supply for hard water.
5. Check all ceiling fans annually and clean blades semi-annually. Some fans shake/rattle and may be out of alignment.
6. Outside exit panic door locks should be serviced by a professional locksmith on a regular basis. There are too many occasions that the locks are failing after hours and on weekends. This situation creates a security problem.
7. Paint hallway floors in open corridors.
8. Build a pavilion outside next to the community room.
9. Remove shuffleboard courts and build flower beds in this area.
10. Check all bathroom heaters, some are not working.
11. Install a stairway evacuation chair in the fire escape exit stair wells.
12. Repair walls and baseboard where old base-board heaters were removed.
13. Install "no trespassing" signs on property in accordance with applicable laws/statutes.
14. Renovate craft room.
15. Install internet access on Resident Council Computer.
16. Paint the inside of the building, the common areas, and open and closed corridors.

***ANNUAL PLAN/5 YEAR PLAN MEETINGS  
PUBLIC MEETING***

A Public Meeting to discuss GHA's Annual Plan and 5-Year Plan was held at 6:00 PM, 12-19-03, GHA's Main Office. Two persons attended. They were not public housing or Section 8 Voucher residents. They live in a Section 8 New Construction project, The 400 Building.

1. Recommended that Notice of GHA Board meetings be provided to The 400 Building.

Gainesville Housing Authority

2. Recommended that on-site management staff be rotated every three to four years.
3. Hard wire The 400 building for internet access.
4. Expressed concern about the level of participation by residents in scheduled activities and events at The 400 and wanted to know what could be done to encourage greater participation.
5. Requested that GHA assist in having Gainesville Police Department (GPD) present classes on crime prevention and security measures to protect property and individuals.

***ANNUAL PLAN/5 YEAR PLAN MEETINGS  
SECTION 8 TENANT COMMENTS***

**Section 8**

12-8-03	2:00 PM	11 persons attended
12-9-03	6:00 PM	2 persons attended

1. The amount of the payment standard offered by HUD and GHA is too low. I cannot find a decent/safe home or apartment for the amount that is provided. I would like to live in a better area, but the rents are too high in the nicer areas, given what GHA allows for the monthly rent.
2. The amount of the utility allowance provided to Section 8 tenants is too low. I cannot pay the utility bills with the amount that HUD gives me.
3. Why can't I rent a single room in someone's house, instead of an entire apartment, with my Section 8 voucher? This would allow me to live in a nicer area/part of town for the same amount of rent that I now pay to live in a bad area.
4. All the areas that I can afford with the amount of the payment standard are "slum" areas. I don't want to let my children live in these areas, but I have no choice.
5. Why can't HUD force all property owners to rent to Section 8 tenants? Why isn't it illegal for them to refuse to take Section 8? That seems like discrimination to me.
6. What can the housing authority do to get more landlords to take Section 8? What can you do to change the stereotype of Section 8 tenants that keeps most landlords from wanting to rent to them?

Gainesville Housing Authority

7. Can't HUD pay some kind of "incentive" to get apartment owners to take Section 8 tenants? Can't a law be passed that requires every apartment complex to mix in some Section 8 tenants? This would allow us to live in better areas for our children.
8. I don't think it's fair that my workers comp benefits were counted as income for the purpose of determining my rent, especially when the amount of the benefit was reduced and my rent payment was not immediately adjusted.
9. Why aren't the housing counselors more helpful? It seems like they are not always interested in seeing you, or in helping you.
10. Why aren't there more programs for disabled people? It seems like there are not enough agencies and programs available to get them the help they need.
11. Why isn't there a law that requires all landlords to rent to Section 8 tenants? Isn't it discrimination for them to refuse to rent to someone, just because they are poor? They should be forced to take Section 8, by law. No one should be allowed to own any private property, anyway, and then we wouldn't have this problem.
12. Why isn't there a way for HUD to allow Section 8 rental payments to be used for someone to purchase an older house and then live in it and fix it up? This seems to make more sense than paying rent for someone until they die. There are a lot of houses around town that could be bought cheap, fixed-up a little, and then sold for one dollar to tenants. It would be cheaper for the government to do this, rather than to pay rent every month to a landlord.

***ANNUAL PLAN/5 YEAR PLAN MEETINGS  
RESIDENT COMMENTS***

**Sunshine Park**

12-8-03	10:00 AM	9 persons attended
12-9-03	7:00 PM	4 persons attended

1. Clean gutters and repair downspouts.
2. Repair screen vents under soffits, the vents keep bugs and squirrels.
3. Paint inside of occupied units.
4. Clean pond, remove muck and excessive plant material.
5. Trim trees.

## Gainesville Housing Authority

6. Add a fresh coat of paint to speed humps, to curb marking no parking areas, and stripping parking lot spaces.
7. Add new signs replacing those that are faded/discolored, i.e., speed limit signs, parking signs, no parking signs, etc.
8. Improve the entry angle of access to units for those persons who are mobility impaired or use a wheelchair.
9. Paint markings on shuffleboard courts and add a horseshoe court game area.
10. Add barbed-wire to top of existing fence to stop persons from climbing fence and cutting through the complex.
11. Renovate/enlarge the community room, add handicapped bathroom, replace the old furniture and chairs, as needed, and replace the old water fountain which has low water pressure.
12. Replace existing clothes dryers with new machines (this is a contract service). Current machines are gas dryers and dry for 25 minutes, approximately, for 25 cents.
13. Need to have an engineer check the sidewalk in front of some units. There are places where there is a gap/separation between the unit slab and the sidewalk. This may be due to the movement of the soil/clay underneath the top soil.
14. Remove and relocate toilet tissue holders in bathroom so that it's easier to reach (holder is presently located behind the toilet bowl making it difficult to reach).
15. Upgrade the bathrooms with new fixtures, new tile where needed and add a sink vanity for storage.

**ATTACHMENT L:**

**STATEMENT ON THE DECONCENTRATION OF POVERTY  
COMPONENT 3 (6)**

**Component 3, (6) Deconcentration and Income Mixing**

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

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

**NOTE:**

Although our analysis for the deconcentration of poverty carried out in accordance with 24 CFR Part 903, section 903.2, showed that the above development deviated beyond the 85% to 115% criterion, the average income at our highest income development did not exceed 30% of the area median income as published by HUD.

**Therefore, as indicated in HUD Notice PIH 2001-26 part II (C) (2), our housing authority is not subject to the deconcentration rule.**

**ATTACHMENT M:**

**COMPONENT 10 (B) VOLUNTARY CONVERSION INITIAL ASSESSMENTS**

- a) How many of the PHA's developments are subject to the Required Initial Assessments?

Seven

- b) How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy developments)?

Seven

- c) How many Assessments were conducted for the PHA's covered developments?

The GHA assessed all of its developments

- d) Identify developments that may be appropriate for conversion based on the Required Initial Assessments:

None

Development Name	Number of Units
N/A	N/A

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



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**ATTACHMENT B**

**GAINESVILLE HOUSING AUTHORITY  
ANNUAL STATEMENT / PERFORMANCE AND EVALU  
CAPITAL FUNDS**

**Click on tabs below for:**

2001  
2002  
2003  
2004

## **ATION REPORTS**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Year 2 (2001)

**Part I: Summary**

Obligated & Expended 10-31-03

<b>PHA Name:</b> <b>Gainesville Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No. FL29P06350101 Replacement Housing Factor Grant No.	<b>Federal FY of Grant:</b> 2001
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Original Annual Statement   
  Reserve for Disasters/Emergencies   
  Revised Annual Statement (revision no:   )

Performance and Evaluation Report for Period Ending:   
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	-	200,000	200,000	200,000
3	1408 Management Improvements Soft Costs		103,926	103,926	93,926
	Management Improvements Hard Costs				
4	1410 Administration	-	121,393	121,393	121,393
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Costs	-	43,683	43,683	43,683
8	1440 Site Acquisition				
9	1450 Site Improvements	-	51,568	51,568	51,568
10	1460 Dwelling Structures		702,334	702,334	296,620
11	1465.1 Dwelling Equipment--Nonexpendable	-	21,438	21,438	21,438
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	\$ -	\$ 1,244,342	\$ 1,244,342	\$ 828,628
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 compliance		\$ 7,121		
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Services				

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Year 2 (2001)

**Part II: Supporting Pages**

Obligated & Expended 11-30-03

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No. FL29P06350101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
<b>FL63-1-1</b>	Roofs	146025			\$ 38,730	\$ 38,730	\$ 38,730	Completed
<b>FL63-1-2</b>	Roofs (PM Dday Care Center)	146025			\$ 41,266	\$ 41,266	\$ 41,266	Completed
<b>Woodland Park Pine Meadows</b>	Repipe fresh water supply to house (PM)	146036			\$ 214,293	\$ 214,293		
	<b>Sub-total for FL 63-1-1 &amp; 63-1-2</b>				<b>\$ 294,289</b>	<b>\$ 294,289</b>	<b>\$ 79,996</b>	
<b>FL63-2 Oak Park</b>	Heaters	146010			\$ 15,041	\$ 15,041	\$ 15,041	Completed
	Upgrade Fire Alarm Systems	146038			\$ 4,250	\$ 4,250	\$ 4,250	Completed
	<b>Sub-total for FL 63-2</b>				<b>\$ 19,291</b>	<b>\$ 19,291</b>	<b>\$ 19,291</b>	
<b>FL63-3 Lake Terrace</b>	Repipe fresh water supply to house	146036			\$ 198,236	\$ 198,236	\$ 6,736	In Progress
	Roof Replacement	146025			\$ 5,230	\$ 5,230	\$ 5,230	Completed
	Painting and Stripping of Units	146002			\$ 15,277	\$ 15,277	\$ 15,277	Completed
	Plumbing	146011			\$ 2,397	\$ 2,397	\$ 2,397	Completed
	<b>Sub-total for FL 63-3</b>				<b>\$ 221,140</b>	<b>\$ 221,140</b>	<b>\$ 29,640</b>	
<b>FL63-4 Sunshine Park</b>	Redesign Kitchen Cabinets	146001			\$ 875	\$ 875	\$ 875	Completed
	Roofing	146025			\$ 6,250	\$ 6,250	\$ 6,250	Completed
	Water Heater/Repipe	146036			\$ 421	\$ 421	\$ 421	Completed
	<b>Sub-total for FL 63-4</b>				<b>\$ 7,546</b>	<b>\$ 7,546</b>	<b>\$ 7,546</b>	
<b>FL63-5 Forest Pines</b>	Painting and Stripping of Units	146002			\$ 5,713	\$ 5,713	\$ 5,713	Completed
	<b>Sub-total for FL 63-5</b>				<b>\$ 5,713</b>	<b>\$ 5,713</b>	<b>\$ 5,713</b>	
<b>FL63-6 Caroline Manor</b>	New bedroom closet doors	146024			\$ -	\$ -	\$ -	Moved to 2003
	Painting and Stripping of Units	146002			\$ 6,090	\$ 6,090	\$ 6,090	Completed
	<b>Sub-total for FL 63-6</b>				<b>\$ 6,090</b>	<b>\$ 6,090</b>	<b>\$ 6,090</b>	

**Part II: Supporting Pages** **Obligated & Expended 11-30-03**

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: FL29P06350101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
<b>FL63-7 Eastwood Meadows</b>	Kitchen/Bathroom Renovations		146001			\$ 139,388	\$ 139,388	\$ 139,467	Completed
	Painting and Stripping of Units		146002			\$ 1,291	\$ 1,291	\$ 1,291	Completed
	<b><i>Sub-total for FL 63-7</i></b>						<b>\$ 140,679</b>	<b>\$ 140,679</b>	<b>\$ 140,758</b>
<b>PHA Wide Non-dwelling Structures &amp; Equipment</b>	Operations		140600			\$ 200,000	\$ 200,000	\$ 200,000	Completed
	A&E Fees		143004			\$ 43,683	\$ 43,683	\$ 43,683	Completed
	Site Work		145002			\$ 51,568	\$ 51,568	\$ 51,568	Completed
	Handicap Renovations		146007			\$ 7,121	\$ 7,121	\$ 7,121	Completed
	Roofs		146005			\$ 465	\$ 465	\$ 465	Completed
	Appliances		146501			\$ 21,438	\$ 21,438	\$ 21,438	Completed
	<b><i>Sub-total for PHA Wide</i></b>						<b>\$ 324,275</b>	<b>\$ 324,275</b>	<b>\$ 324,276</b>
<b>PHA-Wide Management Improvements</b>	Management Salaries/Fringe		140801			\$ 97,161	\$ 97,161	\$ 87,161	In Progress
	Ed & Misc Materials - Drug Program		140810			\$ 1,573	\$ 1,573	\$ 1,573	Completed
	Boys & Girls Club		140811			\$ 5,192	\$ 5,192	\$ 5,192	Completed
	<b><i>Sub-total for PHA Wide Management</i></b>						<b>\$ 103,926</b>	<b>\$ 103,926</b>	<b>\$ 93,926</b>
<b>PHA-Wide Administration</b>	Administrative Salaries/Fringe		141001			\$ 117,154	\$ 117,154	\$ 117,154	Completed
	Travel		141010			\$ 1,796	\$ 1,796	\$ 1,796	Completed
	Supplies, Postage, Software		141014			\$ 829	\$ 829	\$ 829	Completed
	Phone		141016			\$ 1,614	\$ 1,614	\$ 1,614	Completed
	<b><i>Sub-total for PHA Wide Admin</i></b>						<b>\$ 121,393</b>	<b>\$ 121,393</b>	<b>\$ 121,393</b>
<b>TOTAL Capital Fund Program</b>						<b>\$ 1,244,342</b>	<b>\$ 1,244,342</b>	<b>\$ 828,628</b>	

**Obligated End Date: 6/30/2003**  
**Expended End Date: 6/30/2005**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)** Year 2 (2001)

**Part III: Schedule** **Obligated & Expended 10-31-03**

PHA Name: <p style="text-align: center;"><b>Gainesville Housing Authority</b></p>	<b>Grant Type and Number</b> Capital Fund Program Grant No. FL29P06350100 Replacement Housing Factor No:	<b>Federal FY of Grant</b> <p style="text-align: center;">2001</p>
--	--	---

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	

<p><b>FL63-1-1</b>  <b>FL63-1-1</b>  <b>Woodland Park</b>  <b>Pine Meadows</b></p>	6/30/2003			6/30/2005			
<p><b>FL63-2</b>  <b>Oak Park</b></p>	6/30/2003			6/30/2005			
<p><b>FL63-3</b>  <b>Lake Terrace</b></p>	6/30/2003			6/30/2005			
<p><b>FL63-4</b>  <b>Sunshine Park</b></p>	6/30/2003			6/30/2005			
<p><b>FL63-5</b>  <b>Forest Pines</b></p>	6/30/2003			6/30/2005			
<p><b>FL63-6</b>  <b>Caroline Manor</b></p>	6/30/2003			6/30/2005			
<p><b>FL63-7</b>  <b>Eastwood Meadows</b></p>	6/30/2003			6/30/2005			

**Annual Statement/Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing  
 Part I: Summary**

<b>PHA Name:</b> <b>Gainesville Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant Replacement Housing Facility
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**Original Annual Statement Reserve for Disasters/Emergencies Rev  
 Performance and Evaluation Report for Period Ending: Final Performance**

<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated</b>
		<b>Original</b>
1	Total non-CFP Funds	
2	1406 Operations	
3	1408 Management Improvements Soft Costs	
	Management Improvements Hard Costs	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees & 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	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1499 Development Activities	
19	1502 Contingency	
20	Amount of Annual Grant: (sum of lines 2-19)	\$ -
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 compliance	30,000
23	Amount of line 20 Related to Security - Soft Costs	80,000
24	Amount of line 20 Related to Security - Hard Costs	
25	Amount of line 20 Related to Energy Conservation Measures	-
26	Collateralization Expenses or Debt Services	



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

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: FL29P06 Replacement Housing Factor Grant No:		
Deve No. Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct	Quantity
<b>FL63-1-1</b>	Paint Parking Lots w/new markings		145002	
<b>FL63-1-2</b>	Site Work		145002	
<b>Woodland Park</b>	Paint Removal/Peeling Paint		146002	
<b>Pine Meadows</b>	Handicap Renovations		146007	
	New Closet Doors (1&2 bedrooms)		146024	160
	Replace Windows		146040	
	<b>Subtotal FL63-1-1 &amp; FL63-1-2</b>			
<b>FL63-2</b>	Parking Lot		145002	
<b>Oak Park</b>	Site Work		145002	
	Paint Unit Exteriors/Halls/Corridors		146002	
	Handicap Renovations		146007	
	Retile Unit Floors/Office Suite		146034	
	Splash Guards for Stoves		146039	
	Replace Heaters		147505	
	<b>Subtotal FL 63-2</b>			
<b>FL63-3</b>	Site Work		145002	
<b>Lake Terrace</b>	Paint Removal/Peeling Paint		146002	
	Handicap Renovations		146007	
	Roof Replacement		146025	
	Repipe fresh water supply to house		146036	
	<b>Subtotal FL63-3</b>			
<b>FL63-4</b>	Cabinets		146001	
<b>Sunshine Park</b>	Site Work		145002	
	Handicap Renovation		146007	
	Replace Gutters, Drains, Soffit & Facia		146014	
	Retile Unit Floors		146034	
	Splash Guards for Stoves		146039	
	Upgrade Community Room		147003	
	<b>Subtotal FL63-4</b>			
<b>FL63-5</b>	Site Work		145002	
<b>Forest Pines</b>	Paint Removal/Peeling Paint		146002	
	Handicap Renovation		146007	
	Roof Replacement		146025	
	Retile Unit Floors (12 x 12)		146034	
	<b>Subtotal FL63-5</b>			

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

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant No: FL29P06 Replacement Housing Factor Grant No:		
Deve No. Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct	Quantity
<b>FL63-6 Caroline Manor</b>	Site Work		145002	
	Paint Removal/Peeling Paint		146002	
	Handicap Renovations		146007	
	<b><i>Subtotal FL63-6</i></b>			
<b>FL63-7 Eastwood Meadows</b>	Termite Control & Repair		146042	
	Site Work		145002	
	Paint Removal/Peeling Paint		146002	
	Handicap Renovations		146007	
	Flooring		146034	
<b><i>Subtotal FL63-7</i></b>				
<b>PHA-Wide Non-dwelling Structures &amp; Equipment</b>	Appliances		146501	
	Operations		140600	
	A&E Fees		143004	
	Water Main Replacement		145006	
	Computers		147501	
<b><i>Subtotal PHA Wide</i></b>				
<b>PHA-Wide Management Improvements</b>	Management Salaries/Fringe		140801	
	Ed & Misc Materials - Drug Program (Police Dept, Tutoring Program)		140810	
	Ed & Misc Materials - Res Init Program (Reichert House, Girl Scouts)		140803	
	Boys & Girls Club		140811	
	<b><i>Subtotal GHA-Wide Mgmt Improvements</i></b>			
<b>PHA-Wide Administration</b>	Administrative Salaries/Fringe		141001	
	Travel		141010	
	Supplies, Postage, Software		141014	
	Phone		141016	
	<b><i>Subtotal GHA Wide Administration</i></b>			
<b>TOTAL Capital Fund Program</b>				

FPRHF)

Year 3 (2002)

Obligated & Expended 11-30-03

Total Estimated Cost		Total Actual Cost		Status of Work
Original	Revised	Obligated	Expended	
	\$ 5,000			
	\$ 12,500	\$ 4,101	4,101.00	In Progress
	\$ 46,818	\$ 25,185	25,184.60	Completed
	\$ 2,000	\$ 122	121.96	In Progress
	\$ 10,000			
	\$ 30,000			
	<b>\$ 106,318</b>	<b>\$ 29,408</b>	<b>29,407.56</b>	
	\$ 10,223			
	\$ 6,250			
	\$ 50,000			
	\$ 10,000	\$ 1,547	1,547.05	In Progress
	\$ 30,000	\$ 883	882.83	In Progress
	\$ 10,000			
	\$ 30,000	\$ 30,000	11,440.00	In Progress
	<b>\$ 146,473</b>	<b>\$ 32,430</b>	<b>13,869.86</b>	
	\$ 6,250			In Progress
	\$ 27,727	\$ 15,861	15,861.08	Completed
	\$ 2,000	\$ 67	66.58	In Progress
	\$ 25,000			
	\$ 13,149			
	<b>\$ 74,126</b>	<b>\$ 15,928</b>	<b>15,927.66</b>	
	\$ 60,000			
	\$ 6,250	\$ 600	600.00	
	\$ 10,000	\$ 197	196.56	In Progress
	\$ 10,000			
	\$ 5,000			
	\$ 3,000			
	\$ 20,000			
	<b>\$ 114,250</b>	<b>\$ 797</b>	<b>796.56</b>	
	\$ 6,250	\$ 4,404	4,404.00	In Progress
	\$ 19,582	\$ 14,917	14,916.70	In Progress
	\$ 2,000	\$ 67	66.58	In Progress
	\$ 25,000	\$ 4,677	4,677.00	In Progress
	\$ 54,000	\$ 2,318	2,318.16	In Progress
<b>\$ -</b>	<b>\$ 106,832</b>	<b>\$ 26,383</b>	<b>26,382.44</b>	

\$ 4,101
\$ 25,185
\$ 29,286

FPRHF)

Year 3 (2002)

Obligated & Expended 11-30-03

Total Estimated Cost		Total Actual Cost		Status of Work
Original	Revised	Obligated	Expended	
	\$ 6,250			
	\$ 18,564	14,320	14,320.40	In Progress
	\$ 2,000	67	66.58	In Progress
	<b>\$ 26,814</b>	<b>\$ 14,387</b>	<b>14,386.98</b>	
	\$ 15,000			
	\$ 6,250	\$ 2,133	2,132.50	In Progress
	\$ 21,363	\$ 11,853	11,852.54	In Progress
	\$ 2,000	\$ 67	66.56	In Progress
	\$ 1,574	\$ 1,574	1,573.60	In Progress
	<b>\$ 46,187</b>	<b>\$ 15,627</b>	<b>15,625.20</b>	
	\$ 41,000	\$ 16,772	16,772.00	In Progress
	\$ 153,772			
	\$ 40,000	\$ 7,770	7,770.00	In Progress
	\$ 10,000			
	\$ 10,000			
	<b>\$ 254,772</b>	<b>\$ 24,542</b>	<b>24,542.00</b>	
	\$ 30,000			
	\$ 90,080			
	\$ 30,120			
	\$ 35,630	\$ 35,630	12,335.19	In Progress
	<b>\$ 185,830</b>	<b>\$ 35,630</b>	<b>12,335.19</b>	
	\$ 110,675	\$ 110,675	108,700.14	In Progress
	\$ 3,120			
	\$ 2,600			
	\$ 1,560	\$ 1,030	1,029.53	In Progress
	<b>\$ 117,955</b>	<b>\$ 111,705</b>	<b>109,729.67</b>	
	<b>\$ 1,179,557</b>	<b>\$ 306,837</b>	<b>263,003.14</b>	

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

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and N Capital Fund P Replacement F	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)		
	Original	Revised	Actual
<b>FL63-1-1 FL63-1-1 Woodland Park Pine Meadows</b>	6/13/2004		
<b>FL63-2 Oak Park</b>	6/13/2004		
<b>FL63-3 Lake Terrace</b>	6/13/2004		
<b>FL63-4 Sunshine Park</b>	6/13/2004		
<b>FL63-5 Forest Pines</b>	6/13/2004		
<b>FL63-6 Caroline Manor</b>	6/13/2004		
<b>FL63-7 Eastwood Meadows</b>	6/13/2004		





**ing Factor (CFP/CFPRHF)**

**Year 4 (2003)**

**Revised 1-08-04**

Grant No.		<b>Federal FY of Grant:</b>	
Factor Grant No.		2003	
<b>Revised Annual Statement (revision no: )</b>			
<b>Performance and Evaluation Report</b>			
<b>Estimated Cost</b>	<b>Total Actual Cost</b>		
<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>	
76,420			
271,666			
117,955			
40,000			
77,000			
559,900			
21,000			
<b>\$ 1,163,941</b>			
\$ 30,000			
\$ 10,000			
\$ 21,000			

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

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant Replacement Housing Factor		
Development No. Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity
<b>FL63-1-1</b>	Site Work		145002	
<b>FL63-1-2</b>	Handicap Renovation		146007	
<b>Woodland Park</b>	Repipe Fresh Water Supply (WP)		146036	
<b>Pine Meadows</b>	Replace Windows		146040	
	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041	
	<b>Subtotal FL631-1 &amp; FL63-1-2</b>			
<b>FL63-2</b>	Site Work		145002	
<b>Oak Park</b>	Electrical Entry Door		146005	
	Handicap Renovations		146007	
	Repipe Fresh Water Supply		146036	
	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041	
	<b>Subtotal FL63-2</b>			
<b>FL63-3</b>	Site Work		145002	
<b>Lake Terrace</b>	Handicap Renovations		146007	
	Roof Repair/Replacement		146025	
	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041	
	<b>Subtotal FL63-3</b>			
<b>FL63-4</b>	Site Work		145002	
<b>Sunshine Park</b>	Handicap Renovations		146007	
	Roof Repair/Replacement		146025	
	Replace Heaters		146035	
	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041	
	<b>Subtotal FL63-4</b>			

**Annual Statement/Performance and Evaluation Report  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (**

**Part II: Supporting Pages**

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant Replacement Housing Facto		
Development No. Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct	Quantity
<b>FL63-5 Forest Pines</b>	Site Work		145002	
	Handicap Renovations		146007	
	Refinish Ceilings		146033	
	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041	
	<i>Subtotal FL63-5</i>			
<b>FL63-6 Caroline Manor</b>	Site Work		145002	
	Handicap Renovations		146007	
	Replace Heating System		146035	
	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041	
	<i>Subtotal FL63-6</i>			
<b>FL63-7 Eastwood Meadows</b>	Site Work (Tree Removal & Fencing)		145002	
	Handicap Renovations		146007	
	Parking Lot Numbers & Decals		145001	
	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041	
	<i>Subtotal FL63-7</i>			

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

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant Replacement Housing Facto		
Development	General Description of Major Work		Dev.	Quantity

Number Name/HA-Wide Activities	Categories		Acct No.
<b>PHA Wide Non-dwelling Structures &amp; Equipment</b>	Appliances		146501
	Operations		140600
	Fees & Cost		143004
	Water Main Replacement		145006
	Roof Replacement		146025
<b>PHA-Wide Management Improvements</b>	<i>Subtotal PHA Wide</i>		
	Management Salaries/Fringe		140801
	Ed & Misc Materials - Drug Program		140810
	(Police Dept, UF Tutoring Program)		
	Ed & Misc Materials - Res Init Program		140803
<b>PHA-Wide Administration</b>	(Reichert House, Girl Scouts)		
	Boys & Girls Club		140811
	<i>Subtotal GHA-Wide Mgmt Improvements</i>		
	Administrative Salaries/Fringe		141001
	Travel		141010
<b>TOTAL Capital Fund Program</b>	Supplies, Postage, Software		141014
	Phone		141016
	<i>Subtotal GHA Wide Administration</i>		

(CFP/CFPRHF)

Year 4 (2003)

Revised 1/08/04

Project No: or Grant No:		Federal FY of Grant: 2003		
Total Estimated Cost		Total Actual Cost		Status of Work
Original	Revised	Obligated	Expended	
	\$ 10,000			
	\$ 2,000			
	\$ 59,000			
	\$ 40,000			
	\$ 30,000			
	<b>\$ 141,000</b>			
	\$ 5,000			
	\$ 10,000			
	\$ 10,000			
	\$ 90,000			
	\$ 30,000			
	<b>\$ 145,000</b>			
	\$ 5,000			
	\$ 2,000			
	\$ 15,000			
	\$ 30,000			
	<b>\$ 52,000</b>			
	\$ 5,000			
	\$ 10,000			
	\$ 60,000			
	\$ 25,000			
	\$ 30,000			
	<b>\$ 130,000</b>			

(CFP/CFPRHF)

Year 4 (2003)

Revised 1/08/04

t No: or Grant No:		Federal FY of Grant: 2003		
Total Estimated Cost		Total Actual Cost		Status of Work
Original	Revised	Obligated	Expended	
	\$ 5,000			
	\$ 2,000			
	\$ 5,900			
	\$ 30,000			
	<b>\$ 42,900</b>			
	\$ 5,000			
	\$ 2,000			
	\$ 15,000			
	\$ 15,000			
	<b>\$ 37,000</b>			
	\$ 32,000			
	\$ 2,000			
	\$ 5,000			
	\$ 15,000			
	<b>\$ 54,000</b>			

<b>(CFP/CFPRHF)</b>		<b>Year 4 (2003)</b>		
		<b>Revised 1/08/04</b>		
t No: or Grant No:		Federal FY of Grant: 2003		
Total Estimated Cost	Total Actual Cost	Status of		

Original	Revised	Obligated	Expended	Work
	\$ 21,000			
	\$ 76,420			
	\$ 40,000			
	\$ 5,000			
	\$ 30,000			
	<b>\$ 172,420</b>			
	\$ 115,836			
	\$ 90,080			
	\$ 30,120			
	\$ 35,630			
	<b>\$ 271,666</b>			
	\$ 110,675			
	\$ 3,120			
	\$ 2,600			
	\$ 1,560			
	<b>\$ 117,955</b>			
	<b>\$ 1,163,941</b>			

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

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program No. Replacement Housing Factor No:			
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expend (Quarter Ending D	
	Original	Revised	Actual	Original	Revised
<b>FL63-1-1 FL63-1-1 Woodland Park Pine Meadows</b>	9/16/2005			9/16/2007	
<b>FL63-2 Oak Park</b>	9/16/2005			9/16/2007	
<b>FL63-3 Lake Terrace</b>	9/16/2005			9/16/2007	
<b>FL63-4 Sunshine Park</b>	9/16/2005			9/16/2007	
<b>FL63-5 Forest Pines</b>	9/16/2005			9/16/2007	
<b>FL63-6 Caroline Manor</b>	9/16/2005			9/16/2007	
<b>FL63-7 Eastwood Meadows</b>	9/16/2005			9/16/2007	

CFP/CFPRHF

Year 4 (2003)  
Amendment #1

	Federal FY of Grant 2003
led ate)	Reasons for Revised Target Dates
Actual	



**CFP/CFPRHF**

**Year 5 (2004)**

Project No.		<b>Federal FY of Grant:</b>	
Parent Grant No.		2004	
<b>Final Annual Statement (revision no: )</b>			
<b>Final Report and Evaluation Report</b>			
<b>Estimated Cost</b>	<b>Total Actual Cost</b>		
<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>	
103,420			
347,205			
127,955			
40,000			
101,361			
403,000			
41,000			
<b>\$ 1,163,941</b>			
30000			
10000			
21000			

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

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant Replacement Housing Factor	
Development No. Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.
<b>FL63-1-1</b>	Vacancy Reduction: (Surface, Prep & Paint		146041
<b>FL63-1-2</b>	Interior, Repair or Replace: Flooring, Roof,		
<b>Woodland Park</b>	Water Heaters, Tub Valves, Window or Security		
<b>Pine Meadows</b>	Screens, Exterior Doors)		
	Replace Windows		146040
	Site Work		145002
	Handicap Renovations		146007
	<b>Subtotal FL631-1 &amp; FL63-1-2</b>		
<b>FL63-2</b>	Vacancy Reduction: (Surface, Prep & Paint		146041
<b>Oak Park</b>	Interior, Repair or Replace: Flooring, Roof,		
	Water Heaters, Tub Valves, Window or Security		
	Screens, Exterior Doors)		
	Replace Solar Screens		146004
	Site Work		145002
	Handicap Renovations		146007
	<b>Subtotal FL63-2</b>		
<b>FL63-3</b>	Vacancy Reduction: (Surface, Prep & Paint		146041
<b>Lake Terrace</b>	Interior, Repair or Replace: Flooring, Roof,		
	Water Heaters, Tub Valves, Window or Security		
	Screens, Exterior Doors)		
	Closet Doors (1 & 2 Bedrooms)		146024
	Sidewalk & Fence Repair		145004
	Site Work		145002
	Handicap Renovations		146007
	<b>Subtotal FL63-3</b>		
<b>FL63-4</b>	Vacancy Reduction: (Surface, Prep & Paint		146041
<b>Sunshine Park</b>	Interior, Repair or Replace: Flooring, Roof,		
	Water Heaters, Tub Valves, Window or Security		
	Screens, Exterior Doors)		
	Site Work		145002
	Handicap Renovations		146007
	<b>Subtotal FL63-4</b>		

**Capital Fund Program and Capital Fund Program Replacement Housing Factor  
Part II: Supporting Pages**

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant Replacement Housing Factor	
Development No. Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct
<b>FL63-5 Forest Pines</b>	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041
	Sidewalk & Driveway Repair		145001
	Site Work		145002
	Handical Renovations		146007
	<b>Subtotal FL63-5</b>		
<b>FL63-6 Caroline Manor</b>	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041
	Replace Heating System		146035
	Site Work		145002
	Handical Renovations		146007
	<b>Subtotal FL63-6</b>		
<b>FL63-7 Eastwood Meadows</b>	Vacancy Reduction: (Surface, Prep & Paint Interior, Repair or Replace: Flooring, Roof, Water Heaters, Tub Valves, Window or Security Screens, Exterior Doors)		146041
	Site Work		145002
	Handical Renovations		146007
	<b>Subtotal FL63-7</b>		

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

PHA Name: <b>Gainesville Housing Authority</b>		Grant Type and Number Capital Fund Program Grant Replacement Housing Factor	
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Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.
<b>PHA Wide Non-dwelling Structures &amp; Equipment</b>	Appliances Operations Fees & Cost Water Main Replacement Roof Replacement  <i>Subtotal PHA Wide</i>		146501 140600 143004 145006 146025
<b>PHA-Wide Management Improvements</b>	Management Salaries/Fringe Ed & Misc Materials - Drug Program (Police Dept, UF Tutoring Program) Ed & Misc Materials - Res Init Program (Reichert House, Girl Scouts) Boys & Girls Club  <i>Subtotal PHA-Wide Mgmt Improvements</i>		140801 140810 140803 140811
<b>PHA-Wide Administration</b>	Administrative Salaries/Fringe Travel Supplies, Postage, Software Phone Computers <i>Subtotal PHA Wide Administration</i>		141001 141010 141014 141016 147501
	<b>TOTAL Capital Fund Program</b>		

(CFP/CFPRHF)

Year 5 (2004)

Project No:  
or Grant No:

Federal FY of Grant:  
2004

Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Original	Revised	Obligated	Expended	
	\$ 30,000				
	\$ 60,000				
	12,500				
	2,000				
	<b>\$ 104,500</b>				
	\$ 30,000				
	\$ 20,000				
	\$ 6,250				
	10,000				
	<b>\$ 66,250</b>				
	\$ 30,000				
	\$ 30,000				
	\$ 25,000				
	\$ 6,250				
	\$ 10,000				
	<b>\$ 101,250</b>				
	\$ 30,000				
	\$ 6,250				
	10,000				
	<b>\$ 46,250</b>				

(CFP/CFPRHF)

Year 5 (2004)

t No:		Federal FY of Grant:			
or Grant No:		2003			
Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Original	Revised	Obligated	Expended	
	\$ 30,000				
	11,361				
	6,250				
	2,000				
	<b>\$ 49,611</b>				
	\$ 30,000				
	\$ 15,000				
	\$ 6,250				
	\$ 2,000				
	<b>\$ 53,250</b>				
	\$ 30,000				
	\$ 6,250				
	\$ 2,000				
	<b>\$ 38,250</b>				

(CFP/CFPRHF)

Year 5 (2004)

t No:		Federal FY of Grant:			
or Grant No:		2003			

Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
	Original	Revised	Obligated	Expended	
	\$ 41,000				
	\$ 103,420				
	\$ 40,000				
	\$ 15,000				
	\$ 30,000				
	<b>\$ 229,420</b>				
	\$ 191,375				
	\$ 90,080				
	\$ 30,120				
	\$ 35,630				
	<b>\$ 347,205</b>				
	\$ 110,675				
	\$ 3,120				
	\$ 2,600				
	\$ 1,560				
	\$ 10,000				
	<b>\$ 127,955</b>				
	<b>\$ 1,163,941</b>				

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

PHA Name: <b>Gainesville Housing Authority</b>		<b>Grant Type and Num</b> Capital Fund Progr Replacement Hous	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)		
	Original	Revised	Actual
<b>FL63-1-1 FL63-1-1 Woodland Park Pine Meadows</b>	9/16/2006		
<b>FL63-2 Oak Park</b>	9/16/2006		
<b>FL63-3 Lake Terrace</b>	9/16/2006		
<b>FL63-4 Sunshine Park</b>	9/16/2006		
<b>FL63-5 Forest Pines</b>	9/16/2006		
<b>FL63-6 Caroline Manor</b>	9/16/2006		
<b>FL63-7 Eastwood Meadows</b>	9/16/2006		



**f1063c01**

**ATTACHMENT C**

**GAINESVILLE HOUSING AUTHORITY  
FIVE YEAR ACTION PLAN**

Click on tabs below for:

Summary

Work Activities

2005

2006

2007

2008

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name

<b>GAINESVILLE HOUSING AUTHORITY</b>				<input type="checkbox"/> <b>Original 5-Year Plan</b>	
				<input type="checkbox"/> <b>Revision No.:</b>	
Development Number/Name/HA-Wide	Year 5 2004	Work Statement for Year 6 FFY Grant: 2005 PHA FY:	Work Statement for Year 7 FFY Grant: 2006 PHA FY:	Work Statement for Year 8 FFY Grant: 2007 PHA FY:	Work Statement for Year 9 FFY Grant: 2008 PHA FY:
FL63-1-1/FL63-1-2 Woodland Park/Pine Meadows	Annual Statement	\$ 104,500	\$ 44,500	\$ 124,500	\$ 260,500
FL63-2/Oak Park		\$ 66,250	\$ 86,250	\$ 96,250	\$ 146,250
FL63-3/Lake Terrace		\$ 93,250	\$ 180,250	\$ 38,250	\$ 38,250
FL63-4/Sunshine Park		\$ 46,250	\$ 84,250	\$ 46,250	\$ 46,250
FL63-5/Forest Pines		\$ 49,611	\$ 38,250	\$ 64,250	\$ 38,250
FL63-6/Caroline Manor		\$ 53,250	\$ 53,250	\$ 38,250	\$ 38,250
FL-63-7/Eastwood Meadows		\$ 38,250	\$ 38,250	\$ 78,250	\$ 38,250
PHA-Wide		\$ 712,580	\$ 638,941	\$ 677,941	\$ 557,941
CFP Funds Listed for 5-year planning		\$ 1,163,941	\$ 1,163,941	\$ 1,163,941	\$ 1,163,941
Replacement Housing Factor Funds					

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

\*Vacancy Reduction: (Surface, Prep & Paint Interior, repair or replace: flooring, roof, water heaters, tub valves, window or security screens, exterior doors)

Activities for Year 5 FFY Grant 2004	Activities for Year 6 FFY Grant 2005 PHA FY:			Activities for Year 7 FFY Grant 2006 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See  Annual  Statement	63-1-1 / 63-1-2	Vacancy Reduction*	\$ 30,000	63-1-1 / 63-1-2	Vacancy Reduction*	\$ 30,000
	Woodland Park Pine Meadows	Replace Windows	\$ 60,000	WP / PM	Site Work	\$ 12,500
		Site Work	\$ 12,500		Handicap Renov	\$ 2,000
		Handicap Renov	\$ 2,000		63-2 Oak Park	Bathroom Upgrade
	63-2 Oak Park	Vacancy Reduction*	\$ 30,000	Vacancy Reduction*		\$ 30,000
		Replace Solar Screens	\$ 20,000	Site Work		\$ 6,250
		Site Work	\$ 6,250	63-3 Lake Terrace	Handicap Renov	\$ 10,000
		Handicap Renov	\$ 10,000		Vacancy Reduction*	\$ 30,000
	63-3 Lake Terrace	Vacancy Reduction*	\$ 30,000		Bathtub replacement	\$ 72,000
		Closet Doors (1&2 BR)	\$ 30,000	63-4 Sunshine Park	Elec Sys Upgd w/new panel	\$ 70,000
		Sidewalk & Fence Repair	\$ 25,000		Site Work	\$ 6,250
		Site Work	\$ 6,250		Handicap Renov	\$ 2,000
		Handicap Renov	\$ 2,000	63-5 Forest Pines	Vacancy Reduction*	\$ 30,000
	63-4 Sunshine Park	Vacancy Reduction*	\$ 30,000		Landscaping	\$ 20,000
		Site Work	\$ 6,250		Facility Storage Area	\$ 8,000
		Handicap Renov	\$ 10,000	63-6 Caroline Manor	Site Work	\$ 6,250
		Vacancy Reduction*	\$ 30,000		Handicap Renov	\$ 2,000
	63-5 Forest Pines	Vacancy Reduction*	\$ 30,000		Vacancy Reduction*	\$ 30,000
		Sidewalk & Driveway Repair	\$ 11,361	63-7 Eastwood Mead.	Dredge Pond	\$ 10,000
		Site Work	\$ 6,250		Vacancy Reduction*	\$ 30,000
		Handicap Renov	\$ 2,000		Site Work	\$ 6,250
		Vacancy Reduction*	\$ 30,000	63-6 Caroline Manor	Handicap Renov	\$ 2,000
	63-6 Caroline Manor	Replace Heating System	\$ 15,000		Vacancy Reduction*	\$ 30,000
		Site Work	\$ 6,250		Rpl Heating System	\$ 15,000
		Handicap Renov	\$ 2,000	63-7 Eastwood Mead.	Site Work	\$ 6,250
	63-7 Eastwood Mead.	Vacancy Reduction*	\$ 30,000		Handicap Renov	\$ 2,000
		Site Work	\$ 6,250		Vacancy Reduction	\$ 30,000
		Handicap Renov	\$ 2,000	PHA Wide	Site Work	\$ 6,250
	PHA Wide	Operations	\$ 105,295		Handicap Renov	\$ 2,000
		A&E Fees	\$ 40,000		PHA Mgmt	Operations
		Roof Rpr/Rpl	\$ 30,000	A&E Fees		\$ 40,000
		Water Main Repl	\$ 15,000	Water Main Replacement		\$ 25,000
		Appliances	\$ 41,000	PHA Adm	Roof Rpr/Replacement	\$ 30,000
	PHA Mgmt	Mgmt Salaries/Fringe	\$ 195,000		Appliances	\$ 41,000
		Ed & Misc Prg - D.Prg	\$ 90,080		PHA Adm	Mgmt Salaries/Fringe
		Ed & Misc Prg -R.I.P	\$ 30,120	Ed & Misc Prg - D.Prg		\$ 90,080
		Youth Sports Equip	\$ 2,500	Ed & Misc Prg -R.I.P		\$ 30,120
		Boys & Girls Club	\$ 35,630	PHA Adm	Boys & Girls Club	\$ 35,630
		Computers	\$ 10,000		Computers	\$ 10,000
	PHA Adm	Adm Salaries/Fringe	\$ 110,675		Adm Salaries/Fringe	\$ 110,675
		Travel	\$ 3,120	PHA Adm	Travel	\$ 3,120
		Supplies/Postage/SW	\$ 2,600		Supplies/Postage/SW	\$ 2,600
		Phone	\$ 1,560		Phone	\$ 1,560

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

**\*Vacancy Reduction:** (Surface, Prep & Paint Interior, repair or replace: flooring, roof, water heaters, tub valves, window or security screens, exterior doors)

Activities for Year 5 FFY Grant 2004	Activities for Year 8 FFY Grant 2006 PHA FY:			Activities for Year 9 FFY Grant 2007 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See  Annual  Statement	63-1-1 / 63-1-2 WP / PM	Vacancy Reduction*	\$ 30,000	63-1-1 / 63-1-2 WP / PM	Vacancy Reduction*	\$ 30,000
		Upgrade Electrical Sys	\$ 80,000		Rpr fresh water supply to	\$ 216,000
		Site Work	\$ 12,500		house & install shut-off valve	
		Handicap Renov	\$ 2,000		Site Work	\$ 12,500
	63-2 Oak Park	Vacancy Reduction*	\$ 30,000	63-2 Oak Park	Handicap Renov	\$ 2,000
		Paint Exterior	\$ 50,000		Vacancy Reduction*	\$ 30,000
		Site Work	\$ 6,250		Replace Water Lines	\$ 50,000
		Handicap Renov	\$ 10,000		Replace Sewer Lines	\$ 50,000
	63-3 Lake Terrace	Vacancy Reduction*	\$ 30,000	63-3 Lake Terrace	Site Work	\$ 6,250
		Site Work	\$ 6,250		Handicap Renov	\$ 10,000
		Handicap Renov	\$ 2,000		Vacancy Reduction*	\$ 30,000
		Vacancy Reduction*	\$ 30,000		Site Work	\$ 6,250
	63-4 Sunshine Park	Site Work	\$ 6,250	63-4 Sunshine Park	Handicap Renov	\$ 2,000
		Handicap Renov	\$ 10,000		Vacancy Reduction*	\$ 30,000
		Vacancy Reduction*	\$ 30,000		Site Work	\$ 6,250
		Paint Unit Exteriors	\$ 26,000		Handicap Renov	\$ 2,000
	63-5 Forest Pines	Site Work	\$ 6,250	63-5 Forest Pines	Vacancy Reduction*	\$ 30,000
		Handicap Renov	\$ 2,000		Site Work	\$ 6,250
		Vacancy Reduction*	\$ 30,000		Handicap Renov	\$ 10,000
		Handicap Renov	\$ 2,000		Vacancy Reduction*	\$ 30,000
	63-6 Caroline Manor	Vacancy Reduction*	\$ 30,000	63-6 Caroline Manor	Site Work	\$ 6,250
		Site Work	\$ 6,250		Handicap Renov	\$ 2,000
		Handicap Renov	\$ 2,000		Vacancy Reduction*	\$ 30,000
		Vacancy Reduction*	\$ 30,000		Site Work	\$ 6,250
	63-7 Eastwood Mead.	Handicap Renov	\$ 2,000	63-7 Eastwood Mead.	Handicap Renov	\$ 2,000
		Vacancy Reduction*	\$ 30,000		Vacancy Reduction*	\$ 30,000
		Install fencing (ss picket security)	\$ 40,000		Site Work	\$ 6,250
		Site Work	\$ 6,250		Handicap Renov	\$ 2,000
	PHA Wide	Handicap Renov	\$ 2,000	PHA Wide	Handicap Renov	\$ 2,000
		Operations	\$ 103,420		Operations	\$ 103,420
		A&E Fees	\$ 40,000		A&E Fees	\$ 40,000
		Metal Pitch Roof/Main Off	\$ 120,000		Appliances	\$ 41,000
	PHA Mgmt	Appliances	\$ 41,000	PHA Mgmt	Mgmt Salaries/Fringe	\$ 95,000
		Mgmt Salaries/Fringe	\$ 95,000		Ed & Misc Prg - D.Prg	\$ 90,080
		Ed & Misc Prg - D.Prg	\$ 90,080		Ed & Misc Prg - R.I.P.	\$ 30,120
		Ed & Misc Prg -R.I.P	\$ 30,120		Boys & Girls Club	\$ 35,630
	PHA Adm	Boys & Girls Club	\$ 35,630	PHA Admin	Computers	\$ 10,000
		Youth Sports Equip	\$ 2,500		Adm Salaries/Fringe	\$ 105,411
		Adm Salaries/Fringe	\$ 102,911		Travel	\$ 3,120
		Travel	\$ 3,120		Supplies/Postage/SW	\$ 2,600
	Supplies/Postage/SW	\$ 2,600		Phone	\$ 1,560	
	Phone	\$ 1,560				
	Computers	\$ 10,000				