

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

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# PHA Plans

5 Year Plan for Fiscal Years 2004 - 2008  
Annual Plan for Fiscal Year 2004

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

**PHA Plan  
Agency Identification**

**PHA Name:** Alexander County Housing Authority

**PHA Number:** IL007

**PHA Fiscal Year Beginning: (mm/yyyy)** 10/2004

**Public Access to Information**

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

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

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

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score) 73
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:

- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

The Alexander County Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following mission statement to guide the activities of the Alexander County Housing Authority.

The mission of the Alexander County Housing Authority is to be the areas affordable housing of choice. We provide and maintain safe, quality housing in a cost-effective manner. By participating with others, we offer rental assistance and other related services to our community in a non-discriminatory manner.

We have also adopted the following goals and objectives for the next five years.

**Goal One:** Manage the Alexander County Housing Authority's in an efficient and effective manner thereby qualifying as at least a standard performer.

**Objectives:**

1. Return to a high performer housing authority as recognize by HUD.
2. The Alexander County Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list to one that requires a three month wait for housing by September 31, 2007.
3. The Alexander County Housing Authority shall promote a motivation work environment with a capable and efficient team of employees to operate a customer- friendly and fiscally prudent leader in the affordable housing industry.

**Goal Two:** Provide a safe and secure environment in the Alexander County Housing Authority's public housing development.

**Objectives:**

1. The Alexander County Housing Authority shall reduce crime in its development so that the crime rate is less than their surrounding neighborhood by December 31, 2007.
2. The Alexander County Housing Authority shall refine the memorandum of understanding between the jurisdiction's police force and this agency. The purpose of this is to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.
3. The Alexander County Housing Authority shall reduce its evictions due to violations of criminal laws by 80% through aggressive screening procedures by September 31, 2007.

**Goal Three:** Expand the range and quality of housing choices available to participants in the Alexander County Housing Authority's tenant based assistance program

**Objectives:**

1. The Alexander County Housing Authority shall establish a program to help people use tenant-based program to become homeowners by September 31, 2007.
2. The Alexander County Housing Authority shall achieve and sustain a utilization rate of 97% by September 31, 2007, in its tenant-based program.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few high lights of our Annual Plan.

- We have adopted three local preferences for applicants who live or work in Alexander County, for working families (seniors and people with disabilities automatically get this preference), and victims of domestic violence.
- We have adopted an aggressive screening policy for public housing to ensure to the best of our ability that new admissions will be good neighbors. Our screening policy meets all fair-housing requirements.
- We have been designated as a high performer by HUD standards.
- Applicants will be selected from the waiting list by preference and in order of the date and time they applied.
- We have established a minimum rent of \$25.00.  
In an attempt to encourage work and advancement in the workplace we are not requiring interim recertification if a resident has an increase in income. The increase will be reported at the next regular recertification.

In summary, we are on course to improve the condition of affordable housing in Alexander County.

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

[24 CFR Part 903.7 9 (r)]

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

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#### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

#### Required Attachments:

- |                                     |  |    |
|-------------------------------------|--|----|
| <input checked="" type="checkbox"/> | Attachment A Admissions Policy for Deconcentration   | 57 |
| <input type="checkbox"/>            | FY 2004 Capital Fund Program Annual Statement  |    |
| <input checked="" type="checkbox"/> | Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) See Attachment Q |    |

#### Optional Attachments:

- |                                     |  |    |
|-------------------------------------|--|----|
| <input checked="" type="checkbox"/> | PHA Management Organizational Chart                  | 58 |
| <input type="checkbox"/>            | FY 2004 Capital Fund Program 5 Year Action Plan      |    |
| <input type="checkbox"/>            | Public Housing Drug Elimination Program (PHDEP) Plan |    |

- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
- |   |       |
|---|-------|
| Attachment A De-Concentration of Poverty & Income-Mixing                  | 57    |
| Attachment B Organization Chart   | 58    |
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| Attachment Q Operating Budget   | 80-82 |

### 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>
<b>X</b>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<b>X</b>	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
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	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
<b>X</b>	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	A & O Policy	
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<b>X</b>	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
<b>X</b>	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
<b>X</b>	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
<b>X</b>	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	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
<b>X</b>	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<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-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	37	5	3	3	1	2	4
Income >30% but <=50% of AMI	464	5	3	3	1	2	4
Income >50% but <80% of AMI	24	5	3	3	1	2	4
Elderly	116	5	2	3	5	1	3
Families with Disabilities	170	5	1	3	5	1	3
Race/Ethnicity	113	5	3	3	1	2	4
Race/Ethnicity	431	5	3	3	1	2	4
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 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 list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	28		111
Extremely low income <=30% AMI	9		
Very low income (>30% but <=50% AMI)	13		
Low income (>50% but <80% AMI)	6		
Families with children	11		
Elderly families	0		
Families with Disabilities	5		
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	17		33
2 BR	8		25
3 BR	3		32
4 BR	0		5
5 BR	0		0
5+ BR	0		0

### Housing Needs of Families on the Waiting List

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

If yes:

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

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

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

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community

- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

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

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2004 grants)</b>		
a) Public Housing Operating Fund	1,200,000	
b) Public Housing Capital Fund	980,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	710,000	PHA Operations
<b>4. Other income (list below)</b>		
Community Room	1,000	PHA Operations
<b>4. Non-federal sources (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>Total resources</b>	2,891,000	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

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

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

##### **(1) Eligibility**

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

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

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other Credit

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

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

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

**(2)Waiting List Organization**

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

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

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

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

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

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

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

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

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)  
Deconcentration

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

### 3 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

- a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b.  Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to b was yes, what changes were adopted? (select all that apply)
- Adoption of site based waiting lists  
If selected, list targeted developments below:
  
  - Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
  
  - Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
  
  - Other (list policies and developments targeted below)
- d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
- Additional affirmative marketing
  - Actions to improve the marketability of certain developments
  - Adoption or adjustment of ceiling rents for certain developments
  - Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
  - Other (list below)
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
  - List (any applicable) developments below:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
  - List (any applicable) developments below:

## B. Section 8

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

### **(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below)

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

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
  - Federal public housing
  - Federal moderate rehabilitation
  - Federal project-based certificate program
  - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
  - Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:

**(4) Admissions Preferences**

- a. Income targeting

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

- b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

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

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

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

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 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)  
Any time a family experiences a decrease.

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)  
Alexander County Housing Authority used cost averaging and FMV.

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	479	95
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	N/A	

**C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)  
 Admissions and Continued Occupation Policy, Tenant Orientation Handbook, Public Housing Master Book, Unit Prep Sheets.
- (2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

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

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

If yes, list additions to federal requirements below:

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

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

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

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

Select one:

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

-or-

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

**Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and III**

**Annual Statement  
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number IL06P00750104 FFY of Grant Approval: 10/2004

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	198,000
3	1408 Management Improvements	140,000
4	1410 Administration	99,100
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	260,000
10	1460 Dwelling Structures	257,400
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	34,270
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	988,770
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	90,000
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
IL7-1 Elmwood Place	Porch Lights	1460	4,000
	Landscape	1450	15,000
	Sidewalk Repair	1450	10,000
	Caulk Air Leaks	1460	6,000
IL7-2 McBride Place	Porch Lights	1460	4,900
	Paint Buildings	1450	55,000
	Landscape	1450	15,000
	Sidewalk Repair	1450	10,000
IL7-3 Scattered Sites	New Toilets	1460	4,000
	Security Screens	1460	20,000
IL7-4 Smith Building	Replace Water Valves	1450	5,000
	Replace Boilers	1450	48,000
IL7-5 Shuemaker Bldg.	Replace Boilers	1450	25,000
	New Toilets	1460	20,000
	Cabinets	1460	70,000
IL7-6 Sunset Terrace	Door Vents	1460	500
IL7-7 M. A. Meadows	Remodel Bathrooms	1460	120,000
	Door Vents	1460	2,000
HA Wide	Grounds Improvement	1450	60,000
	Pest Control	1450	17,000
	Unit Preparation	1460	6,000
	Office Equipment & Supplies	1475	4,270
	Salary & Benefits	1410	99,100
	Operating Budget	1406	198,000
	Security	1408	90,000
	Travel & Training	1408	15,000
	Project Manager	1408	35,000
	New Vehicles	1475	35,000

**Annual Statement**  
**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
IL 7-1 Elmwood Place	03/31/06	09/31/07
IL7-2 Mc Bride Place	03/31/06	09/31/07
IL7-3 Scattered Sites	03/31/06	09/31/07
IL7-4 Smith Building	03/31/06	09/31/07
IL7-5 Shuemaker Bldg.	03/31/06	09/31/07
IL7-6 Sunset Terrace	03/31/06	09/31/07
IL7-7 Mary A. Meadows	03/31/06	09/31/07
HA Wide	03/31/06	09/31/07

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

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

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

b. If yes to question a, select one:

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

-or-

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

**Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
IL7-1	Elmwood Place	1	.08%
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date (HA Fiscal Year)
Detector Covers			1,000
Paint Units			150,000
Refrigerators			48,000
Boilers Admin. Building			4,000
Security Lights			10,000
Plumbing			25,000
Basement Door			800
Hot Water Tanks			21,000
Tubs & Surrounds			240,000
Closet Doors			12,000
Replace Wiring			200,000
Bathroom Vanity			60,000
Fencing			10,000
Gutter Splashes			3,000
Electrical Panels			6,000
Kitchen Cabinets			180,000
<b>Total estimated cost over next 5 years</b>			<b>970,800</b>

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
IL7-2	McBride Place	2	1.26%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Detector Covers			1,200	2005
Boilers Admin. Building			4,000	2005
Plumbing			30,000	2006
Paint Units			175,000	2006
Hot Water Tanks			28,000	2006
Wiring			30,000	2007
Gutter Splashes			4,000	2007
Closet Doors			28,000	2007
Bathroom Vanity			80,000	2007
Fencing			12,000	2007
<b>Total estimated cost over next 5 years</b>			<b>392,200</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
IL7-3	Scattered Sites	0	0%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Repair Sofits			3,000	2005
Refrigerators			20,000	2005
Tubs & Surrounds			300,000	2006
Security Doors			50,000	2006
Awnings			50,000	2006
Floor Drains			25,000	2006
Paint Units			50,000	2007
Electrical Panels			7,000	2007
Outside Faucets			2,500	2008
Boilers			50,000	2008
<b>Total estimated cost over next 5 years</b>			<b>557,500</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
<b>IL7-4</b>	<b>Smith Building</b>	<b>0</b>	<b>0%</b>	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Roof Vents</b>			<b>6,000</b>	<b>2005</b>
<b>Caulk Building</b>			<b>12,000</b>	<b>2005</b>
<b>Door Bells</b>			<b>5,000</b>	<b>2006</b>
<b>A/C Units</b>			<b>28,000</b>	<b>2006</b>
<b>Generator</b>			<b>43,000</b>	<b>2008</b>
<b>Sprinkler System</b>			<b>75,000</b>	<b>2008</b>
<b>Curtains</b>			<b>20,000</b>	<b>2008</b>
<b>Elevator</b>			<b>100,000</b>	<b>2008</b>
<b>Renovate Bathrooms</b>			<b>174,000</b>	<b>2008</b>
<b>Carpet</b>			<b>40,000</b>	<b>2008</b>
<b>Paint Exterior</b>			<b>15,000</b>	<b>2008</b>
<b>Total estimated cost over next 5 years</b>			<b>518,000</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
<b>IL7-5</b>	<b>Shuemaker Building</b>	<b>0</b>	<b>0%</b>	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Recreation Area</b>			<b>10,000</b>	<b>2005</b>
<b>Vent Fans</b>			<b>2,500</b>	<b>2005</b>
<b>Exit Doors</b>			<b>3,000</b>	<b>2005</b>
<b>Seal Building</b>			<b>25,000</b>	<b>2005</b>
<b>Carpet Halls</b>			<b>60,000</b>	<b>2005</b>
<b>Closet Doors</b>			<b>26,000</b>	<b>2006</b>
<b>Recreation Equipment</b>			<b>2,500</b>	<b>2007</b>
<b>Generator</b>			<b>43,000</b>	<b>2008</b>
<b>Carpet</b>			<b>20,000</b>	<b>2008</b>
<b>Total estimated cost over next 5 years</b>			<b>192,000</b>	

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
IL7-6	Sunset Terrace	0	0%
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>
A/C Units			5,000
Closet Doors			3,000
Back Doors			24,000
Front Awnings			25,000
Dryer Vents			1,000
Carpet			5,000
Erosion Repair			20,000
Vent Hoods			2,000
Utility Rooms			50,000
Paint Units			40,000
<b>Total estimated cost over next 5 years</b>			<b>175,000</b>
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Planned Start Date (HA Fiscal Year)</b>
A/C Units			2005
Closet Doors			2005
Back Doors			2005
Front Awnings			2005
Dryer Vents			2005
Carpet			2005
Erosion Repair			2006
Vent Hoods			2006
Utility Rooms			2007
Paint Units			2008

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
IL7-7	Mary Alice Meadows	3	.75%
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>
Repair Siding			50,000
A/C Units			2,000
Cabinets			200,000
Dryer Vents			4,000
Repair Lift Station			5,000
Paint Exterior Wood			1,000
Hood Vents			8,000
Floor Tile			80,000
Utility Room Doors			16,000
Clean Siding			4,000
Interior Doors			10,000
Windows			36,000
Gutters			2,500
Playground Equip			10,000
Paint Units			10,000
<b>Total estimated cost over next 5 years</b>			<b>437,500</b>
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Planned Start Date (HA Fiscal Year)</b>
Repair Siding			2005
A/C Units			2005
Cabinets			2005
Dryer Vents			2005
Repair Lift Station			2005
Paint Exterior Wood			2006
Hood Vents			2006
Floor Tile			2006
Utility Room Doors			2006
Clean Siding			2006
Interior Doors			2006
Windows			2006
Gutters			2006
Playground Equip			2007
Paint Units			2008

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>HA Wide</b>	<b>PHA Wide</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>
			<b>Planned Start Date (HA Fiscal Year)</b>
Grounds Improvement		75,000	2005
Pest Control		22,000	2005
Unit Preparation		6,000	2005
Office Equip & Supplies		15,000	2005
Salary &Benefits		99,127	2005
Fees & Cost		69,000	2005
Operating Budget		198,254	2005
Security		100,000	2005
Travel & Training		15,000	2005
Project Manager		45,000	2005
Resident Business		5,000	2005
Drug Task Force		100,000	2005
Paint Exterior of Maintenance Shop		15,000	2005
Maintenance Doors		5,000	2005
Dumpsters		10,000	2006
Grounds Improvement		75,000	2006
Pest Control		22,000	2006
Unit Preparation		35,000	2006
Office Equip & Supplies		15,000	2006
Salary &Benefits		99,000	2006
Fees & Cost		69,000	2006
Operating Budget		198,000	2006
Travel & Training		15,000	2006
Project Manager		60,000	2006
Resident Business		10,000	2006
Trim Trees		50,000	2006
Security		100,000	2006
New Trucks		30,000	2006
Drug Task Force		100,000	2006
Grounds Improvement		75,000	2007
Pest Control		22,000	2007
Unit Preparation		25,000	2007
Office Equip & Supplies		15,000	2007
Salary &Benefits		99,000	2007
Fees & Cost		5,000	2007
Operating Budget		198,000	2007
Security		100,000	2007
Travel & Training		25,000	2007
Project Manager		65,000	2007
Resident Business		5,000	2007
Tractor		35,000	2007
Drug Task Force		100,000	2007
Grounds Improvement		75,000	2008
Pest Control		22,000	2008
Unit Preparation		25,000	2008
Office Equip & Supplies		15,000	2008

<b>Salary &amp; Benefits</b>	<b>99,000</b>	<b>2008</b>
<b>Fees &amp; Cost</b>	<b>5,000</b>	<b>2008</b>
<b>Operating Budget</b>	<b>198,000</b>	<b>2008</b>
<b>Security</b>	<b>100,000</b>	<b>2008</b>
<b>Travel &amp; Training</b>	<b>25,000</b>	<b>2008</b>
<b>Project Manager</b>	<b>65,000</b>	<b>2008</b>
<b>Resident Business</b>	<b>5,000</b>	<b>2008</b>
<b>Blacktop Drives</b>	<b>300,000</b>	<b>2008</b>
<b>Drug Task Force</b>	<b>100,000</b>	<b>2008</b>
<b>Gutters</b>	<b>5,000</b>	<b>2008</b>
<b>Storage Building</b>	<b>120,000</b>	<b>2008</b>
<b>Total estimated cost over next 5 years</b>	<b>3,585,381</b>	

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

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

If yes, list development name/s below:

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

If yes, list developments or activities below:

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"/>
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.

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

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
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:	

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

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 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 (l)]

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

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

#### 1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 23/08/00

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

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

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

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

a. Participation Description

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

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

If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

IL7-1 Elmwood Place, IL7-2 McBride Place and IL7-7 Mary Alice Meadows.

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

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

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

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

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

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

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

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

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

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. 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?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (File name)  
 Provided below: The board reviewed the application and approved the application in its present form.
  
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
 Other: (list below)

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

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

#### 3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)  
 Candidates were nominated by resident and assisted family organizations  
 Candidates could be nominated by any adult recipient of PHA assistance  
 Self-nomination: Candidates registered with the PHA and requested a place on ballot  
 Other: (describe)
  
- b. Eligible candidates: (select one)  
 Any recipient of PHA assistance  
 Any head of household receiving PHA assistance  
 Any adult recipient of PHA assistance  
 Any adult member of a resident or assisted family organization

Other (list)

c. Eligible voters: (select all that apply)

All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

Representatives of all PHA resident and assisted family organizations

Other (list)

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

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

1. Consolidated Plan jurisdiction: (State of Illinois)

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)

Provide new housing using

Other: (list below)

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

### **D. Other Information Required by HUD**

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

## **Attachment A**

### **DE-CONCENTRATION OF POVERTY AND INCOME-MIXING**

The PHA's admission policy is designed to provide for de-concentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The PHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the PHA's de-concentration efforts.

The PHA will use the gathered tenant incomes information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the PHA in its de-concentration goals.

#### **De-concentration and Income-Mixing Goals**

Admission policies related to the de-concentration efforts of the PHA do not impose specific quotas. Therefore, the PHA will not set specific quotas, but will strive to achieve de-concentration and income-mixing in its developments.

The PHA's income-mixing goal is a long-range goal and may not be achieved in the first year of implementation. The PHA will use its annual analysis of its public housing stock and tenant incomes to provide benchmarks for the PHA.

Lower income developments where the PHA's goal is to increase higher income families:

IL7-1 Elmwood Place

IL7-2 McBride Place

Higher income developments where the PHA's goal is to increase lower income families:

## Attachment B

### Alexander County Housing Authority Organization Chart

Board Members Irene McBride, Chairperson Judson Childs, Vice Chairperson Doug Franklin Board Member James Huffman, Board Member John Price Board Member
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James Wilson Executive Director
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Richard Harrington Modernization Coordinator	Joe Williams Project Manager	Donna Holman Chief Occupancy Clerk
David Hodges Assistant Mod. Coordinator		Linda Baldwin Occupancy Clerk
Bill Tatum Construction Manager	Clayton Greenley Maintenance Superintendent	Buffy Thurston Occupancy Clerk
	Eight Maintenance Employees	Martha Franklin Occupancy Clerk

## Attachment C

### STATEMENT OF PROGRESS IN MEETING 5 YEAR GOAL

The Alexander County Housing Authority has reduced the average unit turnaround days from 223.77 in year 1999 to 78.22 in year 2003.

The PHA's total resident score was 9 out of a possible 10.

The PHA's TARS averaged 10.5 for the period 10/99 through 09/00 and improved to an average of 3.42 for the period 10/01/2002 through 9/30/2003.

The PHA has put together a team including the authority lawyer to inspect units, decrease late payments, inspect for pet violations and to get the tenants involved in these goals.

The PHA has an on going modernization program to upgrade the units and sites.

The PHA has reduced the number of units from 572 to 474 this is a decrease of 98 units over the last 10 years.

The PHA has started a replacement housing program. The authority has funds to build 2 new single family homes in this physical year.

The PHA has improved security through the use of the Drug Elimination Grant and Security Guards that are funded through the Capital Fund Program.

The PHA has entered into an agreement with the Delta Center to provide 10 units at the elderly/disable site to teach persons with a disability to be able to live on their own in society.

The PHA set up a computer lab on housing property, in conjunction with Shawnee College, to teach computer classes. These classes are offered free to tenants of the housing.

The PHA in conjunction with the Southern Illinois Empowerment Zone will oversee a program to help low income clients to find affordable housing, to seek funds to develop new housing stock and improve existing housing stock. This program will make sure that all public housing meets the affirmative action measures.

The above shows the progress that the PHA has made toward meeting its goals as outlined in the PHA Plan.

## **Attachment D**

### NAME OF RESIDENT ON THE PHA BOARD

The PHA has one resident on the Board of Commissioners. Her name is Irene McBride. She is also the chairman of the board. Her address is 600 Elmwood Place, Cairo, IL 62914.

## **Attachment E**

### NAMES OF PERSONS ON THE RESIDENT ADVISORY BOARD

The Resident Advisory Board consist of Irene McBride, 600 Elmwood Place, Sue Brown 602 Elmwood Place, Monica Woodson 202 Elmwood Place, Arlene Davis 812 McBride Place, Gloria Kyles 727 McBride Place, Octavia Smith 820 McBride Place, Bill Dunker 704 Connell Smith Building, and Katherine Eppes #3 Johnson Terrace all of Cairo, IL.

## **Attachment F**

### AVERAGE INCOME AND AVERAGE RENT

The average income for each of the family projects is now about equal. Elmwood Place has an average income of \$6,958.74 and pays an average of \$127.80 in rent, Mc Bride Place has an average income of \$5,971.70 and pays an average of \$118.70 in rent, Mary Alice Meadows has an average income of \$7,388.92 and an average rent of \$126.63. The elderly Scattered Sites have an average income of \$10,010.53 and pays an average rent of \$193.22, the Connell Smith Building has an average income of \$11,375.89 an average rent of \$198.53 and the Loren Shuemaker Building has an average income of \$7,740.21 and an average rent of \$164.44, Sunset Terrace has an average income of \$5,055.20 and an average rent of \$104.30.

With these numbers the PHA feels like it has made excellent use of the waiting list and has met the demographic changes necessary to satisfy this requirement.

## **Attachment G**

### **Voluntary Conversion Required Initial Assessments**

#### **Use of Section 18 Authority to Remove Units from Inventory**

The Alexander County Housing Authority has seven (7) developments only three of these sites, IL7-1 Elmwood Place, IL7-2 McBride Place and IL7-7 Mary Alice Meadows Apartments are subject to the Required Initial Assessment. IL7-3 Scattered Sites, IL7-4 Connell F. Smith, Sr. Building, IL7-5 Shuemaker Building and IL7-6 Sunset Terrace are not subject to the Required Initial Assessment because they are elderly and/or disabled developments.

IL7-1 Elmwood Place and IL7-2 McBride Place are family developments built in 1941. Given the age and condition of these developments, in the opinion of the authority, they would not be appropriate for conversion based on the Required Initial Assessment. IL7-7 Mary Alice Meadows Apartments is located on the same site as the elderly/disabled development IL7-6 Sunset Terrace and the authority believes that vouchers in the community would not work.

The cost, ability to occupy the developments and the workability of vouchers in the community would make the voluntary conversion inappropriate.

#### **Voluntary Conversion Initial Assessments**

- a. Three developments are subject to the Required Initial Assessments.
- b. Four developments are not subject to the Required Initial Assessments based on exemptions.
- c. Three Assessments were conducted for the PHA's covered developments.
- c. None of the developments may be appropriate for conversion based on the Required Initial Assessment.

## PUBLIC HOUSING COMPUTATON

1. Total operating expenditures for the most recent fiscal year  
1,985,250
2. Capital Fund Program for the most recent fiscal year  
782,245
- 3 Total rental income for the most recent fiscal year  
743,790
4. Total annual expenditure of dollars to operate the PHA  
(Add lines 1 and 2 and subtract line 3)  
2,023,705
5. Total number of PHA units  
479
6. Annual cost of operating the PHA by unit  
(Divide line 4 by line 5)  
4,225
7. Monthly cost of PHA unit (Divide line 6 by 12)  
352

## SECTION 8 COMPUTATIONS

8. Number of units by bedroom size	9. Monthly Fair Market Rental	10. Monthly Cost
0 bedrooms    56	232	12,992
1 bedrooms    182	344	62,608
2 bedrooms    109	458	49,922
3 bedrooms    105	574	60,270
4 bedrooms    21	719	15,099
5 bedrooms    4	865	4,325
6 bedrooms    2	1,012	2,024
11. Monthly charge (total of line 10)		207,244
12. Annual charge (multiply line 11 by 12 months)		2,728,908
13. Annual administration fee		182,000
14. Annual cost of operation (line 12 plus line 13 minus line 3)		2,204,251
15. Monthly cost of operation (line 14 divided by 12 months)		183,688
16. Monthly cost of operation by unit (line 15 divided by line 5)		384

### SUMMARY

If section 8 housing was available in our area the cost would be 32 dollars more per unit per month than operating under public housing.

## **Attachment H**

### **Follow-up Plan for 2003 Customer Service and Satisfaction Survey**

The Alexander County Housing Authority feels that the majority of residents do not understand the content of the Resident Survey nor do they understand the importance of completing the survey. In order to help residents better understand the contents and how to complete the survey, we will be offering a service through the Resident Councils to assist in the completion and return of the survey.

To address the three areas of low scores we intend to do the following.

#### Communication:

We have a policy to give residents a written forty-eight (48) hour notice of any repair or maintenance work to be performed. In the event of an emergency there is no prior notice. We are now giving residents the opportunity to ask questions concerning their lease during their re-exam. They will be asked to sign off to the fact they were given this opportunity. We post flyers and pass out notices to residents to advise them of meetings and events. We do our best to respond to all questions and concerns we receive from residents. We direct all calls to someone on the staff that can answer or solve the concern. We strive to do our best at all of our duties. As before the staff is instructed to be courteous and professional in all aspects of performing services in public housing. The authority is publishing a monthly newsletter that is sent to all residents. The newsletter introduces two employees to the residents each month and informs the residents of work that is to be started in each of the developments and the progress of work that has been underway.

#### Safety:

New lighting has been installed and additional lighting is being installed in some of the developments. A criminal history as well as a credit history check is made on each and every applicant. Upon being vacated all units are secured and then prepared for a new lease. With the exception of the much-needed Drug Grant no current crime prevention programs are offered in our county. With a recent fifty-four percent (54%) reduction in funding it will be difficult to take on any new programs. Our Drug Grant ended 12/15/2002. The City of Cairo will be able to continue the program until April 2003. The Capital Fund Program will pick up a reduced program for the next year.

Neighborhood Appearance:

Most of these issues have never been brought to the attention of the Housing Authority as a concern of the residents. The majority of these indicators are under direct control of the Resident Councils. The Resident Councils have been funded and given the responsibility to police the developments to remove trash, litter, glass and graffiti. We have a pest control service for all of our developments. These services are contracted out to a licensed and professional firm. Units are treated on a monthly schedule. We have instructed the firm to have its technicians to be more thorough and communicate with the residents on specific problem areas. We have very few empty units and have not experienced a problem with vandalism.

**Attachment I**  
**RHF PLAN FOR NEW CONSTRUCTION**

1. A Brief Description

- a. The authority plans to develop four (2) units.
- b. The development method will be new construction
- c. The structure type will be single family.

2. Schedule.

The authority hired a consultant in June 2004. Plans were also purchased at this time. Work began on two (2) units in July 2004. The authority is acting as the developer and is using forced labor from the local unions.

3. Amount and source of Funding.

The authority has received \$98,626.00 for FFY2003 for new construction.

4. Plan and Obligation/Expenditure Status.

The construction of new units is in the PHA's five-year plan and all obligation and expenditure dates have been met. A copy of the Performance and Evaluation Report for the period ending March 31, 2005 is contained in this document.

**Attachment J**  
**Capital Fund Program Annual Statement**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

**Capital Fund Grant Number IL06P00750101 FFY of Grant Approval: (2001)**

**Performance and Evaluation Report for Period Ending March 31, 2004**

Line No.	Summary by Development Account	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
1	Total non-CFP Funds				
2	1406 Operations	198,254	198,254	198,254	198,254
3	1408 Management Improvements	169,008	163,273	163,273	163,273
4	1410 Administration	99,127	99,127	99,127	99,127
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	256,066	276,024	276,024	273,241
10	1460 Dwelling Structures	216,770	195,393	195,393	186,972
11	1465.1 Dwelling Equip. Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	52,048	59,202	5,9202	59,202
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of line 2-20)</b>	991,273	991,273	991,273	980,069
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Cost				
25	Amount of line 21 Related to Security – Hard Cost	110,000	114,098	114,098	114,098
26	Amount of line 21 Related to Energy Conservation				

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Develop- ment Account Number	Quantity	Original Estimated Cost	Revised Estimated Cost	Funds Obligated Total Actual Cost	Funds Expended Total Actual Cost	Status of Work
IL7-1 Elmwood	Range Hoods	1460	12	2,094.59	2,094.59	2,094.59	2,094.59	Work Completed
	Stair Treads	1460	261	12,610.00	8,511.17	8,511.17	8,511.17	Work Completed
	Awnings	1450	110	55,000.00	34,173.71	34,173.71	34,173.71	Work Completed
	Gate	1460	66	9,900.00	14,229.94	14,229.94	14,229.94	Work Completed
L7-2 McBride Place	Stair Treads	1460	547	15,470.00	10,665.26	10,665.26	10,665.26	Work Completed
	Range Hoods	1460	12	1,680.19	1,680.19	1,680.19	1,680.19	Work Completed
	Ranges	1460	158	42,000.00	41,321.94	41,321.94	41,321.94	Work Completed
	Awnings	1450	143	70,000.00	43,962.65	43,962.65	43,962.65	Work Completed
IL7-3 Scattered Sites	Gates	1460	82	12,300.00	20,171.68	20,171.68	20,171.68	Work Completed
	Paint Units	1460	50	50,000.00	29,536.96	29,536.96	29,536.96	Work Completed
	Replace Canopy	1450	2	20,000.00	25,531.88	25,531.88	25,531.88	Work Completed
	Ranges	1460	58	16,337.39	16,337.39	16,337.39	16,337.39	Work Completed
IL7-4 Smith Building	Range Hoods	1460	58	7,151.02	7,151.02	7,151.02	7,151.02	Work Completed
	Electric Outlet	1460	58	2,934.18	2,934.18	2,934.18	2,934.18	Work Completed
	Elevator	1450		0.00	85,352.63	85,352.63	85,352.63	Work Completed
	Trash Compactor	1450	1	10,000.00	10,937.50	10,937.50	10,937.50	Work Completed
IL7-5 Shuemaker Bldg.	Lights	1450	6	3,000.00	3,000.00	3,000.00	3,000.00	Work Completed
	Window Glass	1460	50	9,420.00	7,971.63	7,971.63	7,971.63	Work Completed
PHA Wide	Project Manager	1408		32,000.00	32,000.00	32,000.00	32,000.00	Work Completed
PHA Wide	Travel & Training	1408		15,000.00	14,812.46	14,812.46	14,812.46	Work Completed
PHA Wide	Security	1408		110,000.00	114,097.89	114,097.89	114,097.89	Work Completed
PHA Wide	Tenant Business	1408		12,007.63	2,362.85	2,362.85	2,362.85	Work Completed
PHA Wide	Salary	1410		99,127.00	99,127.00	99,127.00	99,127.00	Work Completed
PHA Wide	Site Improvement	1450		55,246.00	55,246.00	55,246.00	55,246.00	Work Completed
PHA Wide	Pest Control	1450		17,820.00	17,820.00	17,820.00	17,820.00	Work Completed
PHA Wide	Supplies	1475		14,580.00	20,838.29	20,838.29	20,838.29	Work Completed
PHA Wide	Unit Prep	1460		10,873.00	32,786.97	32,786.97	32,786.97	Work Completed
PHA Wide	Operations	1406		198,254.00	198,254.00	198,254.00	198,254.00	Work Completed
PHA Wide	Trucks	1475	2	37,468.00	38,363.22	38,363.22	38,363.22	Work Completed

**Annual Statement  
Capital Fund Program (CFP) Part III Implementation Schedule**

Development Number Name/HA – Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL7-1 Elmwood Place	03/03			09/03			No Revisions
IL7-2 McBride Place	03/03			09/03			No Revisions
IL7-3 Scattered Sites	03/03			09/03		06/03	Work Completed Early
IL7-4 Smith Building	03/03			09/03		06/03	Work Completed Early
IL7-5 Shuemaker Building	03/03			09/03			No Revisions
IL7-6 Sunset Terrace	03/03			09/03		06/03	Work Completed Early
IL7-7 MAM Apartment	03/03			09/03		06/03	Work Completed Early
PHA Wide	03/03			09/03		06/03	Work Completed Early

**Attachment K**  
**Capital Fund Program Annual Statement**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

**Capital Fund Grant Number IL06P00750102 FFY of Grant Approval: (2002)**

**Performance and Evaluation Report for Period Ending March 31, 2004**

Line No.	Summary by Development Account	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
1	Total non-CFP Funds				
2	1406 Operations	195,850.00	195,850.00	195,850.00	195,850.00
3	1408 Management Improvements	246,500.00	199,133.72	199,133.72	199,133.72
4	1410 Administration	97,925.00	97,925.00	97,925.00	97,925.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	340,875.71	340,876	340,876	340,876
10	1460 Dwelling Structures	84,395.08	85,096.77	85,096.77	85,096.77
11	1465.1 Dwelling Equip. Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	13,705.21	15,691.22	15,691.22	15,691.22
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of line 2-20)</b>	<b>979,251.00</b>	<b>979,251.00</b>	<b>979,251.00</b>	<b>979,251.00</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Cost				
25	Amount of line 21 Related to Security – Hard Cost				
26	Amount of line 21 Related to Energy Conservation				

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Develop- ment Account Number	Quantity	Original Estimated Cost	Revised Estimated Cost	Funds Obligated Total Actual Cost	Funds Expended Total Actual Cost	Status of Work
IL7-1 Elmwood	Remove Meters	1450	84	8,400.00	7,475.71	7475.71	0.00	Work Completed
L7-2 McBride Place	Remove Meters	1450	92	9,200.00	5,827.14	8,200.00	0.00	Work Completed
	Electrical System	1450		0.00	200,200.00	200,200.00	200,200.00	Work Completed
IL7-3 Scattered Sites	Replace Roofs	1450		65,000.00	91,004.93	0.00	0.00	Work Completed
	Closet Doors	1460	50	6,000.00	0.00	0.00	0.00	Moved to 2003
IL7-4 Smith Building	Replace Boilers	1450	6	48,000.00	0.00	0.00	0.00	Moved to 2003
IL7-6 Sunset Terrace	Paint Units	1460	10	10,000.00	10,000.00	10,000.00	0.00	Work Completed
	Security Doors	1460	13	13,000.00	0.00	0.00	0.00	Moved to 2003
	Storm Doors	1460	13	7,500.00	0.00	0.00	0.00	Moved to 2003
IL7-7 MAM Apts.	Paint Units	1460	40	48,000.00	43,453.00	48,000.00	0.00	Work Completed
	Security Doors	1460	80	80,000.00	0.00	0.00	0.00	Moved to 2003
	Storm Doors	1460	80	40,000.00	0.00	0.00	0.00	Moved to 2003
PHA Wide	Site Improvement	1450		62,000.00	63,126.51	63,126.51	63,126.51	Work Completed
PHA Wide	Pest Control	1450		22,000.00	17,820.00	17,820.00	17,820.00	Moved to 2003
PHA Wide	Unit Prep	1460	16	6,000.00	31,643.05	31,643.05	31,643.05	Work Completed
PHA Wide	Supplies	1475		3,376.00	15,691.22	15,691.22	15,691.22	Work Completed
PHA Wide	Salary & Benefits	1410		97,925.00	97,925.00	97,925.00	97,925.00	Work Completed
PHA Wide	Operations	1406		195,850.00	195,850.00	195,850.00	195,850.00	Work Completed
PHA Wide	Security	1408		200,000.00	153,633.72	153,633.72	153,633.72	Work Completed
PHA Wide	Travel & Training	1408		12,000.00	10,500.00	10,500.00	10,500.00	Work Completed
PHA Wide	Project Manager	1408		36,000.00	36,000.00	36,000.00	36,000.00	Work Completed
PHA Wide	Resident Business	1408		9,000.00	0.00	0.00	0.00	Moved to 2003

**Annual Statement  
Capital Fund Program (CFP) Part III Implementation Schedule**

Development Number Name/HA – Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL7-1 Elmwood Place	03/04		3/03	09/05		09/03	Work Finished Early
IL7-2 McBride Place	03/04		3/03	09/05		09/03	Work Finished Early
IL7-3 Scattered Sites	03/04			09/05		12/03	Work Finished Early
IL7-4 Smith Building	03/04	No Work		09/05	No Work		Moved to Year 2003
IL7-5 Shuemaker Building	No Work			No Work			
IL7-6 Sunset Terrace	03/04		3/03	09/05		09/03	Work Finished Early
IL7-7 MAM Apartment	03/04		3/03	09/05		09/03	Work Finished Early
PHA Wide	03/04		3/03	09/05		12/03	Work Finished Early

**Attachment L**  
**Capital Fund Program Annual Statement**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

**Capital Fund Grant Number IL06P00750103 FFY of Grant Approval: (2003)**

**Performance and Evaluation Report for Period Ending March 31, 2004**

Line No.	Summary by Development Account	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
1	Total non-CFP Funds				
2	1406 Operations	156,449	0	156,449	156,449
3	1408 Management Improvements	119,156	0	112,339	54,498
4	1410 Administration	78,218	0	78,218	39,109
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	8,993	0	8,993	993
8	1440 Site Acquisition				
9	1450 Site Improvement	195,098	0	68,422	4,592
10	1460 Dwelling Structures	219,331	0	84,207	74,718
11	1465.1 Dwelling Equip. Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	5,000	0	4,587	4,587
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of line 2-20)</b>	782,245	0	513,216	334,947
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Cost				
25	Amount of line 21 Related to Security – Hard Cost				
26	Amount of line 21 Related to Energy Conservation				

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Develop- ment Account Number	Quantity	Original Estimated Cost	Revised Estimated Cost	Funds Obligated Total Actual Cost	Funds Expended Total Actual Cost	Status of Work
IL7-1 Elmwood	Storm Doors	1460	5	5,550.00		417.00	417.00	On Schedule
	Kitchen Ranges	1460	120	38,331.20		38,604.20	38,604.20	Work Completed
IL7-2 McBride	Remove Transformers	1460		4,000.00		303.84	303.84	On Schedule
IL7-3 Scattered Sites	Closet Doors	1460		6,000.00		455.76	455.76	On Schedule
IL7-4 Smith Building	New Roof	1450		108,675.85		0.00	0.00	On Schedule
IL7-6 Sunset Terrace	Refrigerators	1460	10	4,000.00		3,658.84	3,658.84	Work Completed
	Security Doors	1460		13,000.00		987.00	987.00	On Schedule
	Storm Doors	1460		7,500.00		569.70	569.70	On Schedule
IL7-7 MAM Apts.	Refrigerators	1460		16,000.00		14,375.43	14,375.43	Work Completed
	Security Doors	1460		71,000.00		6,392.44	6,392.44	On Schedule
	Storm Doors	1460		39,000.00		3,442.62	3,442.62	On Schedule
PHA Wide	Site Improvement	1450		66,422.00		68,422.00	4,591.80	On Schedule
PHA Wide	Pest Control	1450		18,000.00		0.00	0.00	On Schedule
PHA Wide	Unit Prep	1460		15,000.00		15,000.00	5,511.64	On Schedule
PHA Wide	Supplies	1475		5,000.00		4,587.39	4,587.39	On Schedule
PHA Wide	Salary & Benefits	1410		78,218.00		78,218.00	39,109.00	On Schedule
PHA Wide	Fees & Cost	1430		8,992.95		8,992.95	992.95	On Schedule
PHA Wide	Operations	1406		156,449.00		156,449.00	156,449.00	On Schedule
PHA Wide	Security	1408		63,156.00		63,156.00	27,815.00	On Schedule
PHA Wide	Travel & Training	1408		11,000.00		4,183.34	4,183.34	On Schedule
PHA Wide	Project Manager	1408		45,000.00		45,000.00	22,500.00	On Schedule

**Annual Statement  
Capital Fund Program (CFP) Part III Implementation Schedule**

Development Number Name/HA – Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL7-1 Elmwood Place	06/05			09/06			No Revisions
IL7-2 McBride Place	06/05			09/06			No Revisions
IL7-3 Scattered Sites	06/05			09/06			No Revisions
IL7-4 Smith Building	No Work			No Work			No Revisions
IL7-5 Shuemaker Building	06/05			09/06			No Revisions
IL7-6 Sunset Terrace	06/05			09/06			No Revisions
IL7-7 MAM Apartment	06/05			09/06			No Revisions
PHA Wide	06/05			09/06			No Revisions

**Attachment M**  
**Capital Fund Program Annual Statement**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

**Capital Fund Grant Number IL06P00750203 FFY of Grant Approval: (2003)**

**Performance and Evaluation Report for Period Ending March 31, 2004**

Line No.	Summary by Development Account	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
1	Total non-CFP Funds				
2	1406 Operations	35,000		35,000	35,000
3	1408 Management Improvements	17,500		17,500	0
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	39,054		0	0
10	1460 Dwelling Structures	84,000		84,000	2,865
11	1465.1 Dwelling Equip. Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of line 2-20)</b>	<b>175,554</b>		<b>136,500</b>	<b>37,865</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Cost				
25	Amount of line 21 Related to Security – Hard Cost				
26	Amount of line 21 Related to Energy Conservation				

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Develop- ment Account Number	Quantity	Original Estimated Cost	Revised Estimated Cost	Funds Obligated Total Actual Cost	Funds Expended Total Actual Cost	Status of Work
IL7-4 Smith Building	Paint Units	1460	49	49,000.00		49,000.00	0.00	On Schedule
IL7-5 Shuemaker Building	Paint Units	1460	35	35,000.00		35,000.00	2,865.18	On Schedule
	Seal Exterior	1450	1	34,054.00		0.00	0.00	On Schedule
PHA Wide	Salary & Benefits	1410		17,500.00		17,500.00	0.00	On Schedule
PHA Wide	Operating Budget	1406		35,000.00		35,000.00	35,000.00	On Schedule
PHA Wide	Sidewalk Repairs	1450		5,000.00		0.00	0.00	On Schedule

**Annual Statement  
Capital Fund Program (CFP) Part III Implementation Schedule**

Development Number Name/HA – Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL7-4 Smith Building	12/05			03/06			No Revision
IL7-5 Shuemaker Building	12/05			03/06			No Revision
PHA Wide	12/05			03/06			No Revision

**Attachment N  
Capital Fund Program Annual Statement**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

**Capital Fund Program Replacement Housing Factor (CFPRHF)**

**Replacement Housing Factor Grant No.IL06R00750101 FFY of Grant Approval: (2001)**

**Performance and Evaluation Report for Period Ending March 31, 2004**

Line No.	Summary by Development Account	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration		12,500	12,500	12,500
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equip. Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	125,889	0	0	0
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities		113,389	113,389	113,389
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of line 2-20)</b>	125,889	125,889	125,889	125,889
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Cost				
25	Amount of line 21 Related to Security – Hard Cost				
26	Amount of line 21 Related to Energy Conservation				

**Annual Statement**

**Capital Fund Replacement Housing Factor (CFPRHF) Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original Estimated Cost	Revised Estimated Cost	Funds Obligated Total Actual Cost	Funds Expended Total Actual Cost	Status of Work
	Development	1490		123,096.00	0.00	0.00	0.00	
		1410		0.00	12,500.00	12,500	12,500	Wok Completed
		1499		0.00	113,389.00	113,389	113,389.	Wok Completed

**Annual Statement  
Capital Fund Program (CFP) Part III Implementation Schedule**

Development Number Name/HA – Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
New Construction	3/04	3/03	3/03	9/04	12/03	12/03	Funds Expended Early

**Attachment O**  
**Capital Fund Program Annual Statement**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

**Capital Fund Program Replacement Housing Factor (CFPRHF)**

**Replacement Housing Factor Grant No.IL06R00750102 FFY of Grant Approval: (2002)**

**Performance and Evaluation Report for Period Ending March 31, 2004**

Line No.	Summary by Development Account	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration		12,346	12,346	12,346
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equip. Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	123,464	0.00	0.00	
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities		111,118	111,118	75,059
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of line 2-20)</b>	123,464	123,464	123,464	87,405
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Cost				
25	Amount of line 21 Related to Security – Hard Cost				
26	Amount of line 21 Related to Energy Conservation				

**Annual Statement**

**Capital Fund Replacement Housing Factor (CFPRHF) Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original Estimated Cost	Revised Estimated Cost	Funds Obligated Total Actual Cost	Funds Expended Total Actual Cost	Status of Work
	Development	1490		123,464.00	0	0	0	
		1410			12,346.00	12,346.00	12,346.00	Work on Schedule
		1499			111,118.00	111,118.00	75,059.08	Work on Schedule

**Annual Statement  
Capital Fund Program (CFP) Part III Implementation Schedule**

Development Number Name/HA – Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
New Construction	6/03		06/03	9/04			No Revisions

**Attachment P  
Capital Fund Program Annual Statement**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

**Capital Fund Program Replacement Housing Factor (CFPRHF)**

**Replacement Housing Factor Grant No. IL06R00750103 FFY of Grant Approval: (2003)**

**Performance and Evaluation Report for Period Ending March 31, 2004**

Line No.	Summary by Development Account	Total Estimated Cost Original	Total Estimated Cost Revised	Total Actual Cost Obligated	Total Actual Cost Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equip. Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	98,626.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	<b>Amount of Annual Grant: (sum of line 2-20)</b>	98,626.00		0.00	0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Cost				
25	Amount of line 21 Related to Security – Hard Cost				
26	Amount of line 21 Related to Energy Conservation				

**Annual Statement**

**Capital Fund Replacement Housing Factor (CFPRHF) Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original Estimated Cost	Revised Estimated Cost	Funds Obligated Total Actual Cost	Funds Expended Total Actual Cost	Status of Work
	Development	1490		98,626				Work not Started

**Annual Statement  
Capital Fund Program (CFP) Part III Implementation Schedule**

Development Number Name/HA – Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
New Construction	06/04			06/05			No Revisions

## Attachment Q Operating Budget FY2004

### Operating Budget

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

OMB App. Form No. 2077-02

Public recording burden for this collection of information is estimated to average 115 hours per response, including the time for reviewing instructions, gathering, reviewing and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Report Management Office, Office of Information Policy and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-2600 and to the Office of Management and Budget, Paperwork Reduction Project (2077-0206), Washington, D.C. 20503. Do not send this completed form to either of the above addresses.

a. Type of Submission <input checked="" type="checkbox"/> Original <input type="checkbox"/> Revised No. _____		b. Fiscal Year Ending Fiscal Year _____	c. No. of Months (check one) <input checked="" type="checkbox"/> 12 mo <input type="checkbox"/> Other (Specify) _____	d. Type of HUD assisted project(s) 01 <input checked="" type="checkbox"/> PHA/HA Owned Rental Housing 02 <input type="checkbox"/> HA Owned Mutual Help Housing 03 <input type="checkbox"/> PHA/HA Leased Rental Housing 04 <input type="checkbox"/> PHA/HA Owned Turnkey Off-House 05 <input type="checkbox"/> PHA/HA Leased Homeownership
e. Name of Public Housing Agency/Indian Housing Authority (PHI/IIHA) ALEXANDER COUNTY HOUSING AUTHORITY				
f. Address (City, State, Zip code) 100 THE CONNELL F. SMITH, SR., BLDG.    CAIRO IL 62414				
g. ACC Number C - 1003		h. PAS/LOC3 Project No. IL02P017001		i. HUD Field Office CHICAGO IL
j. No. of Dwelling Units 478	k. No. of Unit Months Available 5748	l. No. of Projects 7		

Line No.	Acc. No.	Description	Actual Last Fiscal Yr.	Estimated Current Budget Yr. 2004	Requested Budget Estimate		
					PHA/HA Estimate	HUD Estimate	
			FUM '03	FUM '04	Amount (in thousands)	FUM '04	
<b>Homebuyers Monthly Payments for:</b>							
010	7710	Operating Expenses					
020	7712	Earned Home Payments					
030	7714	Nonrefunded Maintenance Reserve					
040	Total Break Even Amount (sum of lines 010, 020, and 030)						
050	7716	Excess (or deficit) in Break-Even					
060	7790	Home-buyers Monthly Payments - Contra					
<b>Operating Receipts</b>							
070	2110	Dwelling Rental			129.40	743,790	
080	3120	Excess Utilities			1.74	10,000	
090	3140	Non-dwelling Rental			0.00		
100	Total Rental Income (sum of lines 070, 080, and 090)						0.00    0.00    131.14    753,790
110	3610	Interest on General Fund Investments			0.78	4,500	
120	3690	Other Income			1.30	7,500	
130	Total Operating Income (sum of lines 100, 110, and 120)						0.00    0.00    133.23    765,790
<b>Operating Expenditures - Administration:</b>							
140	4110	Administrative Salaries			50.22	288,660	
150	4130	Legal Expense			1.04	6,000	
160	4140	Staff Training			0.00		
170	4150	Travel			4.18	24,000	
180	4170	Accounting Fees			0.00		
190	4171	Auditing Fees			0.87	5,000	
200	4180	Other Administrative Expenses			4.58	26,300	
210	Total Administrative Expenses (sum of lines 140 thru line 200)						0.00    0.00    60.88    349,960
<b>Tenant Services:</b>							
220	4210	Salaries			0.70	4,000	
230	4220	Recreation, Publications and Other Services			3.46	20,000	
240	4230	Contract Costs, Training and Other			0.00		
250	Total Tenant Services Expense (sum of lines 220, 230, and 240)						0.00    0.00    4.18    24,000
<b>Utilities:</b>							
260	4310	Water			0.00		
270	4320	Electricity			0.00		
280	4330	Gas			0.00		
290	4340	Fuel			0.00		
300	4350	Laundry			0.00		
310	4390	Other Utilities expense			134.24	771,630	
320	Total Utilities Expense (sum of lines 260 thru 310)						0.00    0.00    134.24    771,630

Name of PHA/HA

Fiscal Year Ending

## ALEXANDER COUNTY HOUSING AUTHORITY

09/30/2004

Line No.	Acct. No.	Description (1)	Funds (2)	PLM (3)	PLM (3)	Required Budget Estimate			
						HUD 50075 (4)		HUD 50076 (5)	
						PLM (6)	Amount (7)	PLM (8)	Amount (9)
<b>Ordinary Maintenance and Operation:</b>									
300	4470	Labor			43.14	247,980			
340	4430	Materials			20.88	120,000			
380	4430	Contract Cost			6.88	40,000			
300		Total Ordinary Maintenance & Operation Expense (sum of lines 300 to 380)	0.00	0.00	70.90	407,980			
<b>Protective Services:</b>									
370	4490	Labor			0.00				
380	4470	Materials			0.00				
380	4490	Contract Cost			0.00				
400		Total Protective Services Expense (sum of lines 370 to 390)	0.00	0.00	0.00				
<b>General Expenses:</b>									
410	4310	Insurance			16.53	95,000			
420	4320	Payments in Lieu of Taxes			(0.31)	(1,784)			
430	4330	Terminal Leave Payments							
440	4340	Employee Benefits Contributions			53.66	308,480			
450	4370	Collection Losses			2.81	15,000			
460	4390	Other General Expenses			2.81	15,000			
470		Total General Expense (sum of lines 410 to 460)	0.00	0.00	75.10	431,676			
480		Total Routine Expense (sum of lines 210, 350, 370, 380, 400 and 470)	0.00	0.00	345.38	1,985,250			
<b>Rent for Leased Dwellings:</b>									
480	4710	Rent to Owner of Leased Dwellings							
500		Total Operating Expenses (sum of lines 480 and 490)	0.00	0.00	345.38	1,985,250			
<b>Nonroutine Expenditures:</b>									
610	4140	Extraordinary Maintenance			0.00				
620	7520	Replacement of Nonproductive Equipment			0.00				
630	7540	Property Repairs and Additions			0.00	0			
640		Total Nonroutine Expenditures (sum of lines 610, 620 and 630)	0.00	0.00	0.00	0			
650		Total Operating Expenditures (sum Lines 600 and 640)	0.00	0.00	345.38	1,985,250			
<b>Prior Year Adjustments:</b>									
580	5010	Prior Year Adjustments Affecting Residual Receipts				0.00			
<b>Other Expenditures:</b>									
570		Deficiency in Residual Receipts at End of Preceding Fiscal Yr.				0.00			
580		Total Operating Expenditures, including prior year adjustments and other expenditures (line 650 plus or minus line 590 plus line 570)	0.00	0.00	345.38	1,985,250			
590		Residual Receipts (or Deficit) before HUD Contributions and Provision for operating reserve (line 650 minus line 580)	0.00	0.00	(212.15)	(1,219,460)			
<b>HUD Contributions:</b>									
600	6010	State Annual Contributions Earned - Closed Projects Current Year							
610	6011	Prior Year Adjustments - (Debit Credit)							
620		Total Basic Annual Contributions (line 600 plus or minus lines 610)							
630	6020	Contributions Earned - Op. Sub - Cur. Yr. (before year-end adj.)			230.37	1,324,170			
640		Mandatory PFS Adjustments (all)							
650		Other (specify)							
660		Other (specify)							
670		Total Year-end Adjustments/Other (plus or minus lines 640 thru 660)							
680	6030	Total Operating Subsidy - current year (line 630 plus or minus line 670)	0.00	0.00	230.37	1,324,170			
690		Total HUD Contributions (sum of lines 620 and 680)	0.00	0.00	230.37	1,324,170			
700		Residual Receipts (or Deficit) (sum of line 590 plus line 690)							
		Enter here and on line 810	0.00	0.00	18.22	104,710			

Name of PHA/HA		Fiscal Year Ending	
Alexander County Housing Authority		09/30/2004	
Operating Reserve		PHA/HA Estimate	HUD Modifications
<b>Part II - Maximum Operating Reserve - End of Current Budget Year</b>			
740	2821	PHA/HA - Leased Housing - Section 23 or 19(c) 50% of Line 410, column 5, form HUD-52564	992,625

<b>Part III - Provision for and Estimated or Actual Operating Reserve at Fiscal Year End</b>			
750		Operating Reserve at End of Previous Fiscal Year - Actual for FYE (date: 9/30/2000)	0
790		Provision for Operating Reserve - Current Budget Year (check one)	
	<input checked="" type="checkbox"/>	Estimate for FYE	33,575
	<input type="checkbox"/>	Actual for FYE	
800		Operating Reserve at End of Current Budget Year (check one)	
	<input checked="" type="checkbox"/>	Estimate for FYE	33,575
	<input type="checkbox"/>	Actual for FYE	
810		Provision for Operating Reserve - Requested Budget Year Estimated for FYE Enter Amount from line 790	104,710
820		Operating Reserve at End of Requested Budget Year Estimated for FYE (Sum of lines 800 and 810)	136,265
830		Cash Reserve Requirement - <u>40</u> % of line 820	794,100

Comments:

**PHA/HA Approval**

Name: James Wilson  
 Title: Executive Director  
 Signature: \_\_\_\_\_ Date: April 18, 2003

**Field Office Approval**

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

# PHA Plan Table Library

## Component 7 Capital Fund Program Annual Statement Parts I, II, and II

### Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
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	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement**  
**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

## Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>				

