

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

Jefferson City Housing Authority – MO009

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2004

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

**PHA Plan
Agency Identification**

PHA Name: Jefferson City Housing Authority

PHA Number: MO009

PHA Fiscal Year Beginning: (mm/yyyy) 04/2004

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

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

- The PHA's mission is:

B. Goals

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

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

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

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:

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

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

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

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

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2004

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Jefferson City Housing Authority is a low medium sized Authority (251-500 units) and a PHAS High-Performer agency located in Cole County, Missouri. The JCHA manages 342 units of public housing at five developments and has an allocation of 231 units of Section 8 Housing Choice Vouchers.

The Jefferson City Housing Authority currently owns 150 units of Section 8 Project Based, manages 40 units of Section 202's, 16 units of Section 811, and 210 units of Low Income Housing Tax Credits, 139 of these units have project based Section 8 funding.

The Jefferson City Housing Authority also works with the local Public School in building homes to sale to low to moderate income people.

The mission of the JCHA is:

To promoting adequate and affordable housing, economic opportunity and a suitable living environment without discrimination for low-income, very low-income families, persons with disabilities or the elderly.

The JCHA will be a vehicle of social mobility by giving qualified applicants the opportunity to reside in a subsidized public housing for a period of time, so that they may secure the necessary schooling or training they may need, which may consist of, but not limited to, obtaining a high school diploma or GED, college degree vocational training and/or marketable skills to obtain gainful employment.

The JCHA will accomplish its mission ideals through its goals and objectives:

- A. Providing decent, safe and affordable housing in our community
- B. Ensuring equal opportunity in housing for everyone
- C. Promoting self-sufficiency and asset development of financially disadvantaged families and individuals
- D. Improving community quality of life and economic vitality
- E. Provide timely response to resident request for maintenance problems.
- F. Continue to enforce our drug policies for resident and applicants.
- G. Improve and/or maintain our financial stability through aggressive rent collections and improved reserve position.

The JCHA's financial resources include an operating fund, capital fund, dwelling rental income and Section 8 Administrative fees which will be used to operate the agency in the most cost effective means possible and still provide the services and activities for its residents.

The JCHA has assessed the housing needs of Jefferson City and surrounding Cole County area and has determined that it is currently and will continue to meet the housing needs of the community to the extent practical for a Low Medium size agency. The JCHA has approved a Deconcentration Policy and will utilize Local Preferences to attract and encourage applicants that can qualify for public housing. The JCHA has determined that its housing strategy complies with the state of Missouri's Consolidated Plan

The JCHA has updated and rewritten its Admissions and Continued Occupancy Plan, Dwelling Lease and Grievance procedures to comply with all QHWRA requirements. The JCHA has established a minimum rent of \$25.00. JCHA's flat rent is based on a market rent survey conducted in September 2003 to determine its dollar value

The JCHA has conducted a physical needs assessment to determine its modernization requirements and has developed an Annual and 5 year Action Plan to address its Capital Improvements.

The JCHA has no plans to demolish or dispose of any of its properties. The JCHA has jointly addressed with the local police department to develop safety and crime prevention that adequately meets the needs of its residents

The JCHA did submit a Section 8 Homeownership Program Capacity Statement in the FY2001 PHA Annual Plan. Therefore, the JCHA may at a latter date establish a Section 8 Homeownership Program.

The JCHA has developed an agency wide Pet Policy that allows any family to have a pet if they follow a set of rules.

The JCHA has certified that it has and will continue to adhere to all Civil Rights requirements and will affirmatively further fair housing in addition, the JCHA has included a copy of its most recent fiscal year audit reports as part of the documentation made available for public review during the 45 days prior to submission of JCHA's Agency Plan to HUD on January 16, 2004.

The JCHA has developed a very effective Asset Management plan to maintain its properties and manage its. Operation through the proper utilization of the following Annual Plan components:

- Financial Resources
- Operations and Management
- Capital Improvements

Because the JCHA is a PHAS High-Performing Agency (per the Management Assessment Subsystem), it is not required to respond to the following Annual Plan components:

- Component 5 – Operations and Management
- Component 6 – Grievance Procedures
- Component 9 – Designation of Housing
- Component 11 – Homeownership
- Component 12 – Community Service and Self Sufficiency Programs
- Component 13 – Asset Management

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2004 Capital Fund Program Annual Statement (**MO009a01**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Performance and Evaluation Report for Period Ending on September 30, 2003 for Comprehensive Grant Program MO36-P009-501-03 (**MO009c01**)
- Performance and Evaluation Report for Period Ending on September 30, 2003 for Capital Fund Program MO36-P009-501-02 (**MO009d01**)
- Performance and Evaluation Report for Period Ending on September 30, 2003 for Capital Fund Program MO36-P009-501-012 (**MO009e01**)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2005 Capital Fund Program 5 Year Action Plan (**MO009b01**)
- 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 - Resident Membership of the PHA Governing Board - **Page 45**
- Attachment B - Membership of the Resident Advisory Committee – **Page 45**
- Attachment C - Brief Statement of Progress in meeting the 5-year Plan Mission and Goals **Page 45**
- Attachment D – Brief Statement of Site-Base Waiting list. Demographic Page 46

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Yes	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Yes	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Yes	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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
Yes	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
Yes	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Yes	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
Yes	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	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
Yes	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
Yes	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Yes	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Yes	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
Yes	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Yes	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Yes	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
Yes	Most recent CF Budget/Progress Report (HUD 52825) for any active grant MO36-P009-501-03, -02, -01	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Yes	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
Yes	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
Yes	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Yes	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
Yes	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
Yes	Resident Assessment Survey Follow-up Plan	Annual Plan: Resident Assessment Survey

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	1,548	5	5	5	3	3	2
Income >30% but <=50% of AMI	1,158	5	5	5	3	3	3
Income >50% but <80% of AMI	1,761	4	4	4	3	3	2
Elderly	949	5	5	4	3	2	4
Families with Disabilities	465	5	5	4	5	4	4
Race/Ethnicity W	3,327	5	5	5	3	3	2
Race/Ethnicity B	922	5	5	5	3	3	2
Race/Ethnicity H	99	5	5	5	3	3	2
Race/Ethnicity O	119	5	5	5	3	3	2

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: 2002-2007
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset SOCDS CHAS Housing Problems Output for All Households
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

Bureau of Census, 2000 Census of Population and Housing,
Summary Population and Housing Characteristics - Missouri

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	167		131
Extremely low income <=30% AMI	167	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	35	21%	
Elderly families	1	.6%	
Families with Disabilities	7	4.19%	
Race/ethnicity W	53	31.74%	
Race/ethnicity B	112	67.06%	
Race/ethnicity NA	1	.60%	
Race/ethnicity A	1	.60%	

Characteristics by Bedroom Size (Public Housing Only)

1BR	130	77.84%	
2 BR	29	17.37%	
3 BR	6	3.59%	
4 BR	2	1.20%	
5 BR			
5+ BR	0		

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

If yes:

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	406		136
Extremely low income <=30% AMI	406	100%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	192	47.29%	
Elderly families	0		
Families with Disabilities	9	1.97%	
Race/ethnicity W	149	36.70%	
Race/ethnicity B	247	60.84%	
Race/ethnicity NA	6	1.48%	
Race/ethnicity A	4	.98%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	838,088	
b) Public Housing Capital Fund	541,954	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	979,523	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
MO36P009501-02	81,561	Capital Fund
3. Public Housing Dwelling Rental Income		
Dwelling Rental	326,389	Operating Fund
4. Other income (list below)		
Rented Spaces	1,785	Operating Fund
Interest Income	12,000	Operating Fund
4. Non-federal sources (list below)		
Total resources	2,781,300	

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)
- We check for criminal activities, owe other PHA, owe us, on no trespass list, sex offender list, and on evict list upon receipt of application, after offer letter families bring in information which is verified before moving into unit.

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

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? 3

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? If they qualify all three

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

All families with children and families who include and elderly person or person with disability

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 3 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
- 5 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
- 2 Victims of reprisals or hate crimes
- 4 Other preference(s) (list below)

All families with children and families who include and elderly person or person with disability

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)
During submittal of Application for Public Housing

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?

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
MO009004	30	The EIR for the family housing is \$3,810 – This development has average income at \$4,771. This is 125.22%. This is a drop of 38.4% over last year. \$4,771 is still less than 30% median for a family of one. This development is two, three and four bedroom.	

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: MO009004
- 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:

MO009004 (Single Family Housing)

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)

Based on information in our possession:

Eviction History, Damage to rental units, complaints from neighbors, timeliness of rent payments, and housekeeping

(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:

Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial sixty-day period. Verification is required.

The PHA is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the PHA, throughout the initial sixty-day period. A completed search record is required.

The family was prevented from finding a unit due to disability accessibility requirements or large size (4) bedroom unit requirement.

(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)

All families with children and families who include an elderly person or a person with a disability

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 3 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
- 5 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
 - 2 Victims of reprisals or hate crimes
 - 4 Other preference(s) (list below)
- All families with children and families who include an elderly person or a person with a disability**

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:

Jefferson City Housing Authority Minimum Rent Hardship Exemption Request Guidelines for Residents

Any resident Head of Household that is paying a minimum rent, which is \$25, may make a written request for a hardship exemption (**Note: This hardship exemption only applies to residents that are paying a minimum rent and does not apply to any other resident household**). The written request must be submitted to the Housing Manager prior to the rent becoming delinquent, which is prior to close of business the 5th working day of each month. The written request must contain one of the following situations to be considered eligible for a hardship exemption, which includes:

1. The family has lost eligibility for, or is awaiting an eligibility determination from a federal, state, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the immigration and

nationalization act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

2. The family would be evicted as a result of the implementation of the minimum rent. This exemption is only applicable for the initial implementation of a minimum rent or increase in the existing minimum rent. The effective date of the initial implementation of the minimum rent for the Housing Authority (HA) was February 16, 1996 and the minimum rent was established at \$25. Therefore, this exemption will only apply if the HA increases the minimum rent.
3. The income of the family has decreased because of changed circumstance, including loss of employment.
4. A death in the family has occurred which affects the family circumstances.
5. If section 1 through 4 as listed above do not apply to a family paying a minimum rent, the Head of Household can cite any other circumstance that they believe created a financial hardship and describe that circumstance, in writing, and request that a hardship exemption be granted because of other circumstances. The HA will consider all "other circumstances" request for hardship exemptions as presented, in writing, by the Head of Household and make a decision to grant or deny the other circumstances request for a hardship exemption on a case by case basis.

All of the above must be proven by the Resident by providing verifiable information in writing to the HA prior to the rent becoming delinquent and before the lease is terminated by the HA.

Note:

If you request a minimum rent hardship exemption and your request is approved your new rent amount will be based on your total tenant payment (TTP) and a new dwelling lease will have to be executed. Calculating rent based on the TTP is required by federal regulation and is the method used to calculate rent for all public housing residents that are not paying a minimum rent or ceiling rent, as appropriate.

Head of Household	Date
Housing Authority Representative	Date

Jefferson City Housing Authority

**Minimum Rent Hardship Exemption Approval/Denial
Guidelines for Housing Managers**

Each Head of Household that is paying or start paying a minimum rent must be given the "Minimum Rent Hardship Exemption Request Guidelines for Residents" and this document must be signed by the resident Head of Household and Housing Manager. The document must be explained to the resident, prior to signing. The original is to be

retained in the resident file and a copy given to the resident.

If a Head of Household submits a written request for a hardship exemption from paying a monthly minimum rent, which is \$25, and the request complies with sections 1 through 4 of the “Minimum Rent Hardship Exemption Request Guidelines for Residents” the request shall be approved.

If the request for a hardship exemption is based on other circumstances as noted in section 5 of the “Minimum Rent Hardship Exemption Request Guidelines for Residents”, the request must be forwarded to the Director of Administrative Services for approval or denial. The Director of Administrative Services will make a decision to approve or deny the request based on the merits and circumstances of each individual request. Also, the Director of Administrative Services will establish a file for all “other circumstances” request for hardship exemptions to ensure that all decisions made concerning “other circumstances” are consistent. The names of the residents will be stricken from the file to ensure privacy of the resident.

All request for hardship exemptions must be received prior to the rent becoming delinquent, which is before close of business on the 5th working day of each month. Also, it is the responsibility of the Head of Household to provide documentation that supports the hardship request and the information must be verifiable and provided prior to the rent becoming delinquent. However, an extension can be granted until the 15th of the month if the Head of Household request extra time to obtain the information to document their request, which may be necessary in some circumstances.

If the Head of Household request a hardship exemption timely, late penalties will not be charged.

If a request is approved and/or denied the resident will be notified in writing of the decision. The decision must be issued within 10 calendar days of receipt of the request and/or within 10 calendar days of receiving the documentation necessary to support the hardship exemption request. The resident must be notified in the letter that if there is a change in circumstances that relieves the hardship, those circumstances must be reported to the Housing Manager within ten (10) calendar days of the changed circumstances as required by the Section 17 (D) of the dwelling lease. Failure to report changes will result in termination of dwelling lease.

Also, if a resident requests a hardship exemption (**prior to the rent being delinquent, which is the 5th working day of each month**) under this section, and the Housing Authority (HA) reasonably determines the hardship to be of a temporary nature, exemption shall not be granted during a ninety day period beginning upon the making of the request for the exemption. A resident may not be evicted during the ninety day period for non-payment of rent. In such a case, if the resident thereafter demonstrates that the financial hardship is of a long term basis, the HA shall retroactively exempt the resident from the applicability of the minimum rent requirement for such ninety day period and reduce the account receivable as appropriate. This Paragraph does not prohibit the HA from taking eviction action for other violations of the lease.

During the exemption period, the rent will be reduced to the appropriated total tenant

payment (TTP), which represent the regulatory amount of rent calculated for all public housing residents.

The following language must be used in the letters of (1) acceptance, (2) temporary determination and (3) denial of a request for a hardship exemption:

Acceptance Letter:

The purpose of this letter is to inform you that your request for a minimum rent hardship exemption is approved. During the exemption period your rent will be _____, which represents your total tenant payment (TTP). Calculating rent based on the TTP is required by federal regulation and is the method used to calculate rent for all public housing residents that are not paying a minimum rent or ceiling rent, as appropriate. Also, you will be responsible for paying for any applicable "other charges" which may be incurred during the exemption period. Some examples of "other charges", would be excess utilities and/or maintenance charges. The action requires that a new dwelling lease be executed; therefore, an appointment for the signing of a new dwelling lease has been scheduled for _____.

As required by Section 17 (D) of the dwelling lease you are reminded that you must report any changes in family income or family composition within ten (10) days of the changed circumstances as required by the Section 17 (D) of the dwelling lease. Failure to report such changes will result in termination of your dwelling lease.

If you have any questions concerning this letter or need to reschedule your appointment to sign the new dwelling lease, please call me at _____.

Temporary Denial Letter:

The purpose of this letter is to inform you that your request for a minimum rent hardship exemption is denied because it has been determined that your situation is of a temporary nature. From the date of this letter, an exemption shall not be granted for a ninety day period; however, you will not be evicted during this period for non-payment of rent. Please note that the decision not to evict for non-payment of rent does not prevent the Housing Authority from filing an eviction action of any other lease violation. You must comply with all other provisions of your dwelling lease.

During the ninety day period your rent and, if applicable, other charges are due and payable on the first of each month; however, you will not be charged any late fees during this ninety day period, which ends on _____. Also, at any time during this ninety day period you can demonstrate that the financial hardship is of a long term basis and not temporary, the Housing Authority shall retroactively exempt the applicable minimum rent and your account adjusted to the appropriate amount of rent due based on calculating your total tenant payment from the date of your original request to be approved for a minimum rent hardship exemption.

In accordance with the Housing Authorities grievance procedure, you may request an informal settlement within ten (10) business days from the date of the mailing of this adverse action if you do not agree with the decision. The request for an informal settlement can be made at this office orally or in writing.

If you have any questions concerning this letter, please call me at _____.

Denial Letter:

The purpose of this letter is to deny your request for a hardship exemption from paying minimum rent. Your request did not meet the requirements for granting a hardship exemption from paying a minimum rent as outlined in the "Minimum Rent Hardship Exemption Request Guidelines for Residents", which you signed on _____.

In accordance with the Housing Authorities grievance procedure, you may request an informal settlement within ten (10) business days for the date of the mailing of this adverse action if you do not agree with the decision. The request for an informal settlement can be made at this office orally or in writing. If you grieve this decision your dwelling lease will not be terminated during the time period of the grievance procedure. Also, you will not be charged late fees during the grievance period.

If you have any questions concerning this letter, please call me at _____.

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

See question in Section 4-A-1-b-3 under Public Housing

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.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		

Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

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)
- (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) MO009a01

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name MO009a01

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 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: (DD/MM/YY)
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.

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

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

Voluntary Conversion Initial Assessments (Initial assessment conducted for FY 2002 PHA Plan)

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **2**
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **3**
- c. How many Assessments were conducted for the PHA's covered developments? **2**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
None	

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **N/A**

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

- 1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for

each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <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:

- The purchaser must meet other threshold requirements, including a minimum income;
- The purchaser must be a first time homebuyer;
- Participation in credit counseling programs will be required of all families expressing an interest in purchasing. No family will be admitted to the program if credit is not acceptable or correctable in a period of time that is reasonable for this program;
- Participation in a series of home buying training and counseling courses will be required of all prospective buyers;
- No family with a history of property destruction or criminal behavior will be permitted to participate in the program. Past drug - and alcohol -related problems that appear to be corrected and are at least five years in the past will not be grounds for exclusion from the homebuyer program;
- Participation in a self-sufficiency program may be required of all non-working adult members for the household;
- Evidence of sufficient income to support home ownership (including house payment, utilities, taxes and insurance);

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

		selection/specific criteria/other)		both)

(2) Family Self Sufficiency program/s

a. Participation Description

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

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

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

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

D. Other Information Required by HUD

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

- A. Board Resolution - mailed**
- B. Compliance with State Plan - mailed**
- C. Certifications of Payments to Influence Federal Transactions - mailed**
- D. Disclosure of Lobbying Activities - mailed**
- E. Certification for a Drug-Free Workplace - mailed**
- F. Certify the number of units - mailed**
- G. Civil Rights Certification - mailed**

19. Definition of Substantial Deviation and Significant Amendment or Modification

[24 CFR Part 903.7 9 (r)]

A. Substantial Deviation from the 5-Year Plan:

Substantial deviations or significant amendments or modifications are defined as discretionary changes in plans or policies of the Jefferson City Housing Authority

that fundamentally change the mission, goals, objectives, or plans of the authority and which require formal approval of the Board of Commissioners.

B. Significant Amendment or Modification to the Annual Plan:

See 19 A. , above

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

Attachments

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

Attachment A

Resident Membership of the PHA Governing Board

Dora Washington - Appointed by the Mayor - April 19, 2001 - Four year term

Attachment B

Membership of the Resident Advisory Committee

Wanda Atterberry, Doris Murphy, Mike Gibson,
Linda Nugent

Attachment C

Brief Statement of Progress in Meeting the 5-Year Plan Mission and Goals

The turnaround time for vacant units is the same as last year. It is averaging about 39 days, several days of which are consumed by our screening process and updated verifications. The vacancy rate also has decreased averaging 2.34%. During the past year, eight more efficiency in Dulle Towers have been converted to four one bedroom units which has reduced the number of units to 342. We completed building and occupying 50 Elderly Low-Income Housing Tax Credits units. For the past several years JCHA and the Jefferson City Public Schools have been building single family homes for sale to low income families. We are continuing this program. We currently have five homes for sale and building another. We anticipate selling one of these homes to a Section 8 resident using the homeowners program and another one to a public housing resident. We are closely monitoring our PHAS score. We plan on using grant funds to work with the city to increase the presence of police officers in public housing to answer the survey item that resident do not feel that adequate security is provided. The response to the survey question about communications being inadequate is confusing to us as all activities and other tenant related matters are relayed to all tenants on a timely basis. The survey item about neighborhood appearance and that the resident like their units, building, but not their neighborhood is very hard to address. We are screening new tenants to balance the vacancy issue and still ensure that the tenants will get along with their neighbors. We are using CGP to continue to improve the units, reduce vacancies, improve amenities for the residents, and improve security. Deconcentration is monitored by the staff. Most of our residents are at 30% or lower of medium income. We have signed an agreement with the Division of Family Services to provide support for our families, a tutor program with Lincoln University. The Headstart program is housed in an Authority owned facility. The Jefferson City Daycare is also on-site in one of our buildings. Our Section 8 Voucher program is fully utilized and we are having a hard time to stay within the required allocation of units. We have not issued any voucher during September, October, and November, 2003 because of prior over issuance of vouchers. We still have about 20 unit months to drop before issuing any new Vouchers.

The Jefferson City Housing Authority staff closely monitors all programs to ensure access to assisted housing regardless of race, color, religion, nation origin, sex, familial status, and insure accessible housing to person with all types of disabilities regardless of the unit size required.

Attachment D

Brief Statement of Demographic Changes since Site-Based Waiting

The Housing Authority has 3 waiting list for public housing. The waiting were established based on location of the and type of housing units. All list are maintained at the main office. The site manager do not maintain there own list. Family Public Housing is one list (for two sites), Elderly and disabled has two waiting list. One of these lists are for the mixed population at Dulle Towers (Public Housing) and Hamilton Towers (Section 8 New Construction), the other is Congregate (Public Housing) and Westminster Heritage (Section 8 202).

The major reason of going to the site-based waiting list is to allow applicants to stay on the waiting list that they have selected. We make three offers and then purge. If an elderly person does not wish to live in a mixed population building they would be deleted from the waiting list within a month do to turnover of units.

We have other waiting lists for properties that we manage. They are properties for the elderly and when an application is received at the main office, we ask them which list to place them on to make sure that they are include on all waiting list of there choice. If a site-based waiting list is inadequate to fill vacancy in the building the manager will make offers to applicants on other waiting list. This does not count as an offer against that applicant if they refuse the unit.

The Housing Authority has not seen any change in the make up of our locations. The demographic in other areas have not changed. Our auditors have audited that the Housing Authority is transmitting data into MTCS.

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Jefferson City Housing Authority P.O. Box 1029 Jefferson City, Missouri 65102-1029 Phone: 573-635-6163 Fax: 573-635-9680 E-mail: jfcvha0021@earthlink.net		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-04 Replacement Housing Factor Grant No:		Federal FY of Grant: FY 2004	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	50,000.00			
3	1408 Management Improvements Soft Costs	10,500.00			
	Management Improvements Hard Costs				
4	1410 Administration	67,500.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	27,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	171,954.00			
10	1460 Dwelling Structures	205,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	10,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Jefferson City Housing Authority P.O. Box 1029 Jefferson City, Missouri 65102-1029 Phone: 573-635-6163 Fax: 573-635-9680 E-mail: jfcvha0021@earthlink.net	Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2004
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization Expenses or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)		541,954.00		
22	Amount of line XX Related to LBP Activities				
23	Amount of line XX Related to Section 504 compliance				
24	Amount of Line XX related to Security -- Soft Costs				
25	Amount of line XX Related to Security – Hard Costs				
26	Amount of line XX Related to Energy Conservation Measures				

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

PHA Name: Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
MO 9-1	Repair 4-Plex Stairwells		1460	26 Bldgs	25,000.00			
Elizabeth & East Elm St	Install Security Lights		1450	4 Ea	10,000.00			
	Upgrade Bathroom & Kitchen Plumbing		1460	85 Units	0.00			
	Replace Balconies		1450	40 Bldgs	140,000.00			
	Replace Handrails		1450	2600 LF	0.00			
	Replace Exterior Concrete Stairs		1450	26 Bldgs	25,000.00			
	Install Electrical Signal for Utility Loss		1460	65 Units	0.00			
MO 9-3	Replace Unit Latch Sets & Dead Blots		1460	100 Units	25,000.00			
Dulle Tower	Renovate Public Areas		1460	9 Floors	0.00			
	Replace Apartment HVAC Units		1460	100 Units	50,000.00			
	Install Kitchen Cabinets		1460	50 Units	40,000.00			
MO9-4	Renovate Public Housing Units		1460	5 Units	0.00			
Dulle Street	Install Security Fence		1450	2400 LF	0.00			
	Upgrade Security Cameras-Tenant Services		1470	1 Sys	0.00			
MO 9-5	Replace Apartment Water Shut-Off Valves		1460	30 Units	0.00			
Linden Court	Replace Domestic Hot Water Heaters		1460	30 Units	10,000.00			
	Replace Gutters & Downspouts		1460	2500 LF	10,000.00			
	Replace Floor Heating Registers		1460	30 Units	25,000.00			

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

PHA Name: Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
MO9-7								
Congregate	Replace Apartment Faucets & Drains		1460	24 Units	0.00			
	Rejuvenate Air Handling System		1460	1 Sys	20,000.00			
PHA Wide Operations	HA Operations		1406	20%	50,000.00			
Management Improvements	Upgrade Computers Systems		1408	100%	10,500.00			
Administrative Cost	Development Coordinator		1410	100%	40,000.00			
	In-House A/E Services		1410	100%	15,000.00			
	Employee Benefits		1410	100%	7,500.00			
	Sundry		1410	100%	5,000.00			
Fees & Costs	Consulting Engineer		1430	100%	15,000.00			
	A/E Services MO 9-1,3,4,5, & 7		1430	100%	12,000.00			
Non-Dwelling Equipment	Replace Maintenance Equipment		1475	10%	10,000.00			
	Total CFP Estimated Cost				541,954.00			

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

PHA Name: Jefferson City Housing Authority		Grant Type and Number Capital Fund Program No: MO36-P009-501-04 Replacement Housing Factor No:				Federal FY of Grant: FY 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
MO9-1 Eliz / E. Elm St	03/31/2006			09/31/2007			
MO9-3 Dulle Tower	03/31/2006			09/31/2007			
MO9-4 Dulle St	03/31/2006			09/31/2007			
MO9-5 Linden Court	03/31/2006			09/31/2007			
MO9-7 Congregate	03/31/2006			09/31/2007			
PHA-Wide	03/31/2006			09/31/2007			

CAPITAL FUND PROGRAM TABLES START HERE

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Jefferson City Housing Authority		Jefferson City, Missouri		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: MO36-P009-501-05 PHA FY: 2005	Work Statement for Year 3 FFY Grant: MO36-P009-501-06 PHA FY: 2006	Work Statement for Year 4 FFY Grant: MO36-P009-501-07 PHA FY: 2007	Work Statement for Year 5 FFY Grant: MO36-P009-501-08 PHA FY: 2008
MO9-1 Eliz/Elm St	Annual Statement	126,400.00	192,350.00	239,954.00	252,954.00
MO9-3 Dulle Tower		55,000.00	32,000.00	55,000.00	31,000.00
MO9-4 Dulle St		64,500.00	71,100.00	36,000.00	39,000.00
MO9-5 Linden Ct		122,554.00	47,750.00	27,000.00	37,500.00
MO9-7 Congregate		17,000.00	17,254.00	32,500.00	30,000.00
Physical Improvements					
Management Improvements		10,000.00	10,000.00	10,000.00	10,000.00
HA-Wide Non - dwelling Structures & Equipment		5,000.00	35,000.00	5,000.00	5,000.00
Administration		67,500.00	62,500.00	62,500.00	62,500.00
Other (A/E)(CF Coordinator)		24,000.00	24,000.00	24,000.00	24,000.00
HA-Wide Operations		50,000.00	50,000.00	50,000.00	50,000.00
Total CFP Funds (Est.)		541,954.00	541,954.00	541,954.00	541,954.00
Total Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year: 2 FFY Grant: MO36-P009-501-05 PHA FY: 2005			Activities for Year: 3 FFY Grant: MO36-P009-501-06 PHA FY: 2006		
SEE	General Description	Quantity	Estimated Cost	General Description	Quantity	Estimated Cost
ANNUAL STATEMENT	<u>MO9-1 Elizabeth & E. Elm St</u>			<u>MO 9-1 Elizabeth & E. Elm St</u>		
	Landscaping	25%	20,000.00	Replace Playground Equipment	5 Sys	0.00
	Restructure Roof Lines	25Units	55,000.00	Renovate Public Housing Units	25 Units	23,750.00
	Day Care/Head Start Facility Int. Renovations	2 Bldgs	0.00	Replace Smoke Detectors	24 Units	3,600.00
	Install Guard Rails	75 LF	5,000.00	Upgrade Plumbing	80 Units	25,000.00
	Construct Dumpster Pads	10 Ea	0.00	Upgrade Electrical	170Units	15,000.00
	Install Playground Surfacing	2 Sys	16,000.00	Rejuvenate Unit Furnaces/ Vent Piping	30 Units	0.00
	Replace Gutters & Downspouts	6000 LF	0.00	Refurbish Tenant Learning Facility	1 Bldg	50,000.00
	Replace Roofing	60 SQ	15,000.00	Install Sidewalks & Concrete Stoops	3000 Sq/Ft	75,000.00
	Subtotal		126,400.00	Subtotal		192,350.00
	<u>MO9-3 Dulle Tower</u>			<u>MO9-3 Dulle Tower</u>		
	Landscaping	10%	5,000.00	Landscaping	10%	5,000.00
	Replace Automatic Entrance Doors	2 Sys	15,000.00	Upgrade Elevators	2 Ea	7,000.00
	Construct Outdoor Recreational Areas	1 Sys	15,000.00	Replace Domestic Hot Water Heaters	2 Ea	0.00
	Renovate Public Housing Units	15 Units	0.00	Replace Closet Folding Doors	100 Ea	0.00
	Replace Exterior Hose Bids	4 Ea	0.00	Renovate Public Restrooms	4 Units	20,000.00
	Rejuvenate Air Handling Systems	1 Sys	25,000.00	Subtotal		32,000.00
	Subtotal		55,000.00	<u>MO 9-4 Dulle Street</u>		
	<u>MO 9-4 Dulle Street</u>			Replace Concrete Driveways &Stoops	5 Units	27,000.00
	Replace A/C Units	30 Units	30,000.00	Replace Closet Folding Doors	40 Ea	36,000.00
	Install Pedestrian Sidewalks	2500Sq/Ft	15,000.00	Replace Stairs Threads 4 Bedroom Units	4 Units	1,600.00
	Upgrade Bathroom &Kitchen Plumbing	30 Units	12,000.00	Landscaping	25 %	6,500.00
	Upgrade Electrical	30 Units	7,500.00	Subtotal		71,100.00
	Subtotal		64,500.00			

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

Activities for Year 1	Activities for Year: 2 FFY Grant: MO36-P009-501-05 PHA FY: 2005			Activities for Year: 3 FFY Grant: MO36-P009-501-06 PHA FY: 2006		
SEE	General Description	Quantity	Estimated Cost	General Description	Quantity	Estimated Cost
ANNUAL STATEMENT	MO 9-5 Linden Court			MO 9-5 Linden Court		
	Replace Apartment A/C Units	30 Units	25,500.00	Landscaping	20%	12,000.00
	Replace Kitchen Cabinets	15 Units	27,054.00	Replace Closet Folding Doors	50 Ea	20,000.00
	Replace Exterior Siding & Fascia	12 Units	10,000.00	Replace Exterior Lighting Fixtures	35 Units	15,750.00
	Replace Porch Decking	12 Units	10,000.00	Subtotal		47,750.00
	Construct Retaining Wall	150 LF	50,000.00			
	Subtotal		122,554.00	MO9-7 Congregate		
				Replace Entrance Drive & Parking	7500 Sq/Ft	0.00
	MO9-7 Congregate			Landscaping	7%	8,345.00
	Paint Building Exterior & Replace Decking	1 Bldg	12,000.00	Upgrade Electrical	24 Units	2,909.00
	Upgrade Security Equipment	1 Sys	5,000.00	Refurbish Common Areas	3 Floors	6,000.00
	Subtotal		17,000.00	Subtotal		17,254
	HA Wide Non-Dwelling Equipment			HA Wide Non-Dwelling Equipment		
	Replace Deteriorated Maintenance Equipment	5 %	5,000.00	Replace Deteriorated Maintenance Equipment	5%	5,000.00
	Subtotal		5,000.00	Replace Maintenance Vehicles	2 Ea	30,000.00
				Subtotal		35,000.00
	HA Wide Operations			HA Wide Operations		
	HA Wide Operations	20%	50,000.00	HA Wide Operations	20%	50,000.00
	Subtotal		50,000.00	Subtotal		50,000.00
	Management Improvements			Management Improvements		
	Upgrade Computer System	1 Ea	10,000.00			

	Subtotal		10,000.00	Upgrade Computer System	1 Ea	10,000.00
				Subtotal		10,000.00
	<u>HA Wide Administrative Cost</u>					
	Development Coordinator Salary	1	40,000.00	<u>HA Wide Administrative Cost</u>		
	In House A/E Services	1	15,000.00	Development Coordinator Salary	1	35,000.00
	Employee Benefits	1	7,500.00	In House A/E Services	1	15,000.00
	Sundry	1	5,000.00	Employee Benefits	1	7,500.00
	Subtotal		67,500.00	Sundry	1	5,000.00
				Subtotal		62,500.00
	<u>HA Wide Fees & Costs</u>					
	Consulting Engineering	100 %	14,000.00	<u>HA Wide Fees & Costs</u>		
	A/E Services for MO 9-1,3,4,5 & 7	100 %	10,000.00	Consulting Engineer	1	14,000.00
	Subtotal		24,000.00	A/E Services for MO 9-1,3,4,5, & 7	100%	10,000.00
				Subtotal		24,000.00
	GRAND TOTAL		541,954.00	GRAND TOTAL		541,954.00

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

Activities for Year 1	Activities for Year: 4 FFY Grant: MO36-P009-501-07 PHA FY: 2007			Activities for Year: 5 FFY Grant: MO36-P009-501-08 PHA FY: 2008		
SEE	General Description	Quantity	Estimated Cost	General Description	Quantity	Estimated Cost
ANNUAL STATEMENT	<u>MO 9-1 Elizabeth & E. Elm St</u>			<u>MO 9-1 Elizabeth & E. Elm St</u>		
	Landscaping	10%	22,509.00	Renovate Tenant Services Bldg	1 Bldg	30,000.00
	Install A/C Units	36 Units	110,945.00	Install Range Hoods	80 Units	25,000.00
	Replace Smoke Detectors	60 Units	9,000.00	Install Security Cameras	5 Ea	5,000.00
	Raise Slab Floors	15 Units	15,000.00	Install Playground Surfacing	1 Sys	9,954.00
	Replace HVAC Units Head Start JC Daycare	2 Bldgs	25,000.00	Renovate Bathrooms	80 Units	64,000.00
	Renovate Public Housing Units	50 Units	47,500.00	Replace Exterior Balconies	20 Units	70,000.00
	Construct Dumpster Pads	10 Ea	0.00	Resurface Office Parking Lots	1 Bldg	5,000.00
	Rejuvenate Unit Furnaces	60 Units	0.00	Replace/Repair Siding & Fascia	40 Bldgs	24,000.00
	Replace Refrigerators	10 Units	5,000.00	Replace 4-Plex Entrance Doors & Hardware	16 Bldgs	8,000.00
	Replace Stoves	10 Units	5,000.00	Tuck Point Exterior Brick	40 Bldgs	12,000.00
	Subtotal		239,954.00	Subtotal		252,954.00
	<u>MO 9-3 Dulle Tower</u>			<u>MO 9-3 Dulle Tower</u>		
	Landscaping	10%	5,000.00	Upgrade Elevators	2 Ea	10,000.00
	Renovate Public Housing Units	12 Units	0.00	Upgrade Boiler System	8 Ea	8,000.00
	Renovate Common Areas	9 Floors	0.00	Replace Hot Water Heaters	2 Ea	5,000.00

	Install Kitchen Cabinets	40 Units	0.00	Resurface Parking Lots	1 Bldg	8,000.00
	Upgrade HVAC System	1 Sys	15,000.00	Subtotal		31,000.00
	Replace Lateral Waste Water Lines	1 Bldgs	35,000.00			
	Subtotal		55,000.00	MO 9-4 Dulle St		
	MO 9-4 Dulle St			Renovate Bathrooms	30 Units	18,000.00
	Replace Concrete Driveways & Stoops	4 Units	21,000.00	Replace Hot Water Heaters	30 Units	6,000.00
	Replace Entrance Doors	30 Units	15,000.00	Upgrade Boilers	30 Units	15,000.00
	Subtotal		36,000.00	Subtotal		39,000.00

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

Activities for Year 1	Activities for Year: 4 FFY Grant: MO36-P009-501-07 PHA FY: 2007	Activities for Year: 5 FFY Grant: MO36-P009-501-08 PHA FY: 2008
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SEE	General Description	Quantity	Estimated Cost	General Description	Quantity	Estimated Cost
ANNUAL STATEMENT	<u>MO9-5 Linden Court</u>			<u>MO 9-5 Linden Court</u>		
	Landscaping	20%	0.00	Renovate Bathrooms	30 Units	30,000.00
	Replace Kitchen Cabinets	15 Units	27,000.00	Replace Unit Exhaust Fans	30 Units	7,500.00
	Subtotal		27,000.00	Subtotal		37,500.00
	<u>MO 9-7 Congregate</u>			<u>MO 9-7 Congregate</u>		
	Landscaping	7%	8,500.00	Renovate Public Restrooms	2 Ea	10,000.00
	Replace HVAC Units	24 Units	24,000.00	Replace Hot Water Heaters	1 Bldg	5,000.00
	Subtotal		32,500.00	Rejuvenate Air Handling System	1 Sys	15,000.00
				Subtotal		30,000.00
	<u>HA Wide Non-Dwelling Equipment</u>			<u>HA Wide Non-Dwelling Equipment</u>		
	Replace Deteriorated Maintenance Equipment	5%	5,000.00	Replace Deteriorated Maintenance Equipment	5 %	5,000.00
	Subtotal		5,000.00	Subtotal		5,000.00
	<u>HA Wide Operations</u>			<u>HA Wide Operations</u>		
	HA Wide Operations	20%	50,000.00	HA Wide Operations	20 %	50,000.00
	Subtotal		50,000.00	Subtotal		50,000.00
	<u>Management Improvements</u>			<u>Management Improvements</u>		
	Upgrade Computer System	1 Ea	10,000.00	Upgrade Computer System	1 Ea	10,000.00
	Subtotal		10,000.00	Subtotal		
	<u>HA Wide Administrative Cost</u>			<u>HA Wide Administrative Cost</u>		
	Development Coordinator Salary	1	35,000.00	Development Coordinator Salary	1	35,000.00
	In-House A/E Services	1	15,000.00	In-House A/E Services	1	15,000.00
	Employee Benefits	1	7,500.00	Employee Benefits	1	7,500.00
	Sundry	1	5,000.00	Sundry	1	5,000.00
	Subtotal		62,500.00	Subtotal		62,500.00

	<u>HA Wide Fees & Costs</u>			<u>HA Wide Fees & Costs</u>		
	Consulting Engineer	1	14,000.00	Consulting Engineer	1	14,000.00
	A/E Services for MO 9-1, 3, 4, 5, & 7	100%	10,000.00	A/E Services for MO 9-1, 3, 4, 5, & 7	100 %	10,000.00
	Subtotal		24,000.00	Subtotal		24,000.00
	GRAND TOTAL		541,954.00	GRAND TOTAL		541,954.00

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name : Jefferson City Housing Authority P.O. Box 1029 Jefferson City, Missouri 65102-1029 Phone: 573-635-6163 Fax: 573-635-9680 E-mail: jfcvha0021@earthlink.net			Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-03 Replacement Housing Factor Grant No:		Federal FY of Grant: 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	55,400.00	55,400.00	0.00	0.00
3	1408 Management Improvements Soft Costs	10,500.00	10,500.00	0.00	0.00
	Management Improvements Hard Costs				
4	1410 Administration	62,500.00	62,500.00	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	27,000.00	27,000.00	0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	43,000.00	43,000.00	0.00	0.00
10	1460 Dwelling Structures	271,054.00	271,054.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	29,500.00	29,500.00	0.00	0.00
13	1475 Nondwelling Equipment	43,000.00	43,000.00	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name : Jefferson City Housing Authority P.O. Box 1029 Jefferson City, Missouri 65102-1029 Phone: 573-635-6163 Fax: 573-635-9680 E-mail: jfcvha0021@earthlink.net	Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 09/30/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	541,954.00	541,954.00	0.00	0.00
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
24	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PHA Wide	<u>Operations</u>	<u>1406</u>		<u>\$55,400.00</u>	<u>\$55,400.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Operations	1406	1 yr	55,400.00	55,400.00	0.00	0.00	
PHA- Wide	<u>Management Improvements</u>	<u>1408</u>		<u>\$10,500.00</u>	<u>\$10,500.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Upgrade Computer Software	1408	1 Yr	10,500.00	10,500.00	0.00	0.00	
PHA-Wide	<u>Administrative Costs</u>	<u>1410</u>		<u>\$62,500.00</u>	<u>\$62,500.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Fund Development Coordinator	1410	1 yr	35,000.00	35,000.00	0.00	0.00	
	In House A/E Services	1410	1 yr	15,000.00	15,000.00	0.00	0.00	
	Employee Benefits	1410	1 yr	7,500.00	7,500.00	0.00	0.00	
	Sundry	1410	1 yr	5,000.00	5,000.00	0.00	0.00	
PHA-Wide	<u>Fees & Costs</u>	<u>1430</u>		<u>\$27,000.00</u>	<u>\$27,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Consulting Engineer	1430	1 yr	15,000.00	15,000.00	0.00	0.00	
	A/E Services MO9-1, 3, 4, & 5	1430	1 yr	12,000.00	12,000.00	0.00	0.00	

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

PHA Name: Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-03 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
	<u>Site Improvement</u>	<u>1450</u>		<u>\$43,000.00</u>	<u>\$43,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
MO9-1	Install Playground Surfacing	1450		0.00	0.00	0.00	0.00	
MO9-5	Landscaping	1450		5,000.00	5,000.00	0.00	0.00	
MO9-5	Replace Sidewalks	1450		28,000.00	28,000.00	0.00	0.00	
MO9-5	Upgrade Security Lights	1450		10,000.00	10,000.00	0.00	0.00	
	<u>Dwelling Structures</u>	<u>1460</u>		<u>\$271,054.00</u>	<u>\$271,054.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
MO9-1	Install Range Hoods	1460	170 Units	0.00	0.00	0.00	0.00	
MO9-1	Rejuvenate Unit Furnace/Vent Piping	1460	60 Units	50,791.00	50,791.00	0.00	0.00	
MO9-3	Replace Roof	1460	1 Bldg	55,000.00	55,000.00	0.00	0.00	
MO9-3	Upgrade Security Cameras	1460	3 Sys	0.00	0.00	0.00	0.00	
MO9-4	Replace/Repair Siding & Fascia	1460	30 Bldgs	21,809.00	21,809.00	0.00	0.00	
MO9-4	Replace Floor Heating Registers	1460	30 Bldgs	35,000.00	35,000.00	0.00	0.00	
MO9-4	Replace DHW Heaters	1460	15 Bldgs	10,000.00	10,000.00	0.00	0.00	
MO9-4	Replace Kitchen Cabinets	1460	15 Bldgs	20,000.00	20,000.00	0.00	0.00	
MO9-5	Replace Entrance Doors & Hardware	1460	35 Units	23,000.00	23,000.00	0.00	0.00	
MO9-7	Replace Roofing	1460	125 SQ	31,454.00	31,454.00	0.00	0.00	
MO9-7	Replace Apartment HVAC Units	1460	24 Units	24,000.00	24,000.00	0.00	0.00	

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name : Jefferson City Housing Authority P.O. Box 1029 Jefferson City, Missouri 65102-1029 Phone: 573-635-6163 Fax: 573-635-9680 E-mail: jfcvha0021@earthlink.net			Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-02 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/03 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	55,400.00	35,400.00	0.00	0.00
3	1408 Management Improvements Soft Costs	10,500.00	2,500.00	0.00	0.00
	Management Improvements Hard Costs				
4	1410 Administration	65,500.00	70,500.00	70,500.00	42,890.16
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000.00	25,000.00	25,000.00	13,093.88
8	1440 Site Acquisition				
9	1450 Site Improvement	168,784.00	120,284.00	2,974.00	2,974.00
10	1460 Dwelling Structures	275,498.00	381,000.00	318,179.42	92,389.81
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	15,000.00	18,998.00	4,560.00	4,560.00
13	1475 Nondwelling Equipment	38,000.00	5,000.00	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name : Jefferson City Housing Authority P.O. Box 1029 Jefferson City, Missouri 65102-1029 Phone: 573-635-6163 Fax: 573-635-9680 E-mail: jfcvha0021@earthlink.net	Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 09/30/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	658,682.00	658,682.00	421,213.42	155,907.85
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
24	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-02 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PHA Wide	<u>Operations</u>	<u>1406</u>		<u>\$55,400.00</u>	<u>\$35,400.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Operations	1406	1 yr	55,400.00	35,400.00	0.00	0.00	
PHA- Wide	<u>Management Improvements</u>	<u>1408</u>		<u>\$10,500.00</u>	<u>\$2,500.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	
	Upgrade Computer Software	1408	1 Yr	10,500.00	2,500.00	0.00	0.00	
PHA-Wide	<u>Administrative Costs</u>	<u>1410</u>		<u>\$65,500.00</u>	<u>\$70,500.00</u>	<u>\$70,500.00</u>	<u>\$42,890.16</u>	
	Fund Development Coordinator	1410	1 yr	35,000.00	35,000.00	35,000.00	19,194.62	
	In House A/E Services	1410	1 yr	18,000.00	18,000.00	18,000.00	13,124.25	
	Employee Benefits	1410	1 yr	7,500.00	7,500.00	7,500.00	2,329.59	
	Sundry	1410	1 yr	5,000.00	5,000.00	5,000.00	3,446.80	
	FICA Benefit	1410.9	1 yr	0.00	1,500.00	1,500.00	0.00	
	Dental Benefit	1410.9	1 yr	0.00	500.00	500.00	90.60	
	Retirement Benefit	1410.9	1 yr	0.00	1,500.00	1,500.00	3,187.34	
	Medical Benefit	1410.9	1 yr	0.00	1,500.00	1,500.00	1,516.96	
PHA-Wide	<u>Fees & Costs</u>	<u>1430</u>		<u>\$30,000.00</u>	<u>\$25,000.00</u>	<u>\$25,000.00</u>	<u>\$13,093.88</u>	
	Consulting Engineer	1430	1 yr	15,000.00	15,000.00	15,000.00	3,500.00	
	A/E Services MO9-1, 3, 4, & 5	1430	1 yr	15,000.00	10,000.00	10,000.00	9,593.88	

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

PHA Name: Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-02 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
	Site Improvement	1450		\$168,784.00	\$120,284.00	\$2,974.00	\$2,974.00		
MO9-1	Install Sidewalks	1450	900 Sq/Ft	22,500.00	0.00	0.00	0.00		
MO9-1	Install Playground Equipment	1450	1 Sys	35,000.00	25,000.00	2,574.00	2,574.00		
MO9-1	Construct Additional Tenant Parking	1450	3000 Sq/Ft	21,000.00	0.00	0.00	0.00		
MO9-1	Landscaping	1450	26 Acres	0.00	5,000.00	400.00	400.00		
MO9-3	Install Security Fence	1450	250 LF	3,747.00	3,747.00	0.00	0.00		
MO9-3	Replace Concrete Driveways/Stoops	1450	5 Units	27,000.00	27,000.00	0.00	0.00		
MO9-3	Construct Retaining Wall	1450	LS	59,537.00	59,537.00	0.00	0.00		
	Dwelling Structures	1460		\$275,498.00	\$381,000.00	\$318,179.42	\$92,389.81		
MO9-1	Renovate Public Housing Units	1460	45 Units	48,750.00	48,750.00	48,750.00	40,553.24		
MO9-1	Upgrade Electrical	1460	80 Units	20,000.00	0.00	0.00	0.00		
MO9-1	Install Vented Furnace Doors	1460	170 Units	20,000.00	0.00	0.00	0.00		
MO9-1	Renovate Unit Furnace & Vent Piping	1460	170 Units	0.00	256,550.00	256,550.00	38,957.15		
MO9-3	Renovate Public Housing Units	1460	5 Units	7,000.00	0.00	0.00	0.00		
MO9-3	Replace Closet Folding Doors	1460	50 Ea	22,500.00	22,500.00	0.00	0.00		
MO9-3	Renovate Common Areas	1460	9 Floors	9,000.00	0.00	0.00	0.00		
MO9-3	Convert Efficiency Units	1460	8 Units	0.00	3,200.00	0.00	0.00		
MO9-3	Refurbish Post Office	1460	1 Unit	0.00	5,000.00	0.00	0.00		
MO9-3	Replace HVAC System	1460.16	1 Sys	0.00	15,000.00	12,474.42	12,474.42		

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

PHA Name: Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-02 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
MO9-4	Replace Entry Doors/Hardware	1460	30 Units	24,000.00	24,000.00	405.00	405.00		
MO9-4	Replace Closet Folding Doors	1460	30 Ea	13,500.00	0.00	0.00	0.00		
MO9-4	Replace Gutters & Downspouts	1460	1200 LF	6,000.00	6,000.00	0.00	0.00		
MO9-5	Replace Closet Folding Doors	1460	35 Units	56,000.00	0.00	0.00	0.00		
MO9-5	Replace Bath/Kitchen Plumbing	1460	35 Units	21,000.00	0.00	0.00	0.00		
MO9-5	Upgrade Electrical Systems	1460	35 Units	8,750.00	0.00	0.00	0.00		
MO9-5	Renovate Public Housing Units	1460	20 Units	18,998.00	0.00	0.00	0.00		
	<u>Non Dwelling Structures</u>	<u>1470</u>		<u>\$15,000.00</u>	<u>\$18,998.00</u>	<u>\$4,560.00</u>	<u>\$4,560.00</u>		
MO9-1	Rejuvenate Activities Center	1470	1 Bldg	0.00	18,998.00	4,560.00	4,560.00		
MO9-4	Renovate MM&C Facility	1470	1 Bldg	15,000.00	0.00	0.00	0.00		
	<u>Non Dwelling Equipment</u>			<u>\$38,000.00</u>	<u>\$5,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>		
	Maintenance Vehicles	1475	2 Vehicle	33,000.00	0.00	0.00	0.00		
	Maintenance Equipment	1475	LS	5,000.00	5,000.00	0.00	0.00		

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA Name : Jefferson City Housing Authority P.O. Box 1029 Jefferson City, Missouri 65102-1029 Phone: 573-635-6163 Fax: 573-635-9680 E-mail: jfcvha0021@earthlink.net		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-01 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/03 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	60,000.00	22,138.25	22,138.25	22,138.25	
3	1408 Management Improvements Soft Costs	55,000.00	6,592.80	6,592.80	6,592.80	
	Management Improvements Hard Costs					
4	1410 Administration	67,500.00	73,245.47	73,245.47	73,245.47	
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	24,000.00	49,861.67	49,861.67	49,861.67	
8	1440 Site Acquisition					
9	1450 Site Improvement	35,000.00	53,958.00	53,958.00	53,958.00	
10	1460 Dwelling Structures	288,145.00	331,966.49	331,966.49	331,966.49	
11	1465.1 Dwelling Equipment—Nonexpendable	88,000.00	30,012.05	30,012.05	30,012.05	
12	1470 Nondwelling Structures	75,500.00	125,256.30	125,256.30	125,256.30	
13	1475 Nondwelling Equipment	0.00	113.97	113.97	113.97	
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name : Jefferson City Housing Authority P.O. Box 1029 Jefferson City, Missouri 65102-1029 Phone: 573-635-6163 Fax: 573-635-9680 E-mail: jfcvha0021@earthlink.net	Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 09/30/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines.....)	693,145.00	693,145.00	693,145.00	693,145.00
21	Amount of line XX Related to LBP Activities				
22	Amount of line XX Related to Section 504 compliance				
23	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
24	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
PHA Wide	<u>Operations</u>	<u>1406</u>		<u>\$60,000.00</u>	<u>22,138.25</u>	<u>22,138.25</u>	<u>22,138.25</u>	
	Operations	1406	1 yr	60,000.00	22,138.25	22,138.25	22,138.25	
PHA- Wide	<u>Management Improvements</u>	<u>1408</u>		<u>\$55,000.00</u>	<u>6,592.80</u>	<u>6,592.80</u>	<u>6,592.80</u>	
	Upgrade Computer Software	1408	1 Yr	10,000.00	6,592.80	6,592.80	6,592.80	
	Resident Officer	1408	1 yr	45,000.00	0.00	0.00	0.00	
PHA-Wide	<u>Administrative Costs</u>	<u>1410</u>		<u>\$67,500.00</u>	<u>73,245.47</u>	<u>73,245.47</u>	<u>73,245.47</u>	
	Fund Development Coordinator	1410	1 yr	40,000.00	33,569.98	33,569.98	33,569.98	
	In House A/E Services	1410	1 yr	15,000.00	26,248.50	26,248.50	26,248.50	
	Employee Benefits	1410	1 yr	7,500.00	0.00	0.00	0.00	
	Sundry	1410	1 yr	5,000.00	1,099.66	1,099.66	1,099.66	
	FICA Benefit	1410	1 yr	0.00	4,192.74	4,192.74	4,192.74	
	Dental Benefit	1410	1 yr	0.00	239.41	239.41	239.41	
	Retirement Benefit	1410	1 yr	0.00	5,001.09	5,001.09	5,001.09	
	Medical Benefit	1410	1 yr	0.00	2,894.09	2,894.09	2,894.09	
PHA-Wide	<u>Fees & Costs</u>	<u>1430</u>		<u>\$24,000.00</u>	<u>49,861.67</u>	<u>49,861.67</u>	<u>49,861.67</u>	
	CFP Consultant	1430	1 yr	14,000.00	0.00	0.00	0.00	
	A/E Services MO9-1, 3, 4, & 5	1430	1 yr	10,000.00	49,861.67	49,861.67	49,861.67	

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

PHA Name: Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
	<u>Site Improvement</u>	<u>1450</u>		<u>\$35,000.00</u>	<u>53,958.00</u>	<u>53,958.00</u>	<u>53,958.00</u>	
MO9-1	Landscaping	1450	50 Units	25,000.00	46,577.00	46,577.00	46,577.00	
MO9-1	Resurface Parking Areas	1450	1200 Sq/Yd	10,000.00	0.00	0.00	0.00	
MO9-1	Install Playground Equipment & Surfacing	1450	1 System	0.00	7,381.00	7,381.00	7,381.00	
MO9-1	Security Lighting	1450	5 Fixtures	0.00	0.00	0.00	0.00	
	<u>Dwelling Structures</u>	<u>1460</u>		<u>288,145.00</u>	<u>331,966.49</u>	<u>331,966.49</u>	<u>331,966.49</u>	
MO9-1	Upgrade Electrical System	1460	170 Units	35,200.00	24,997.00	24,997.00	24,997.00	
MO9-1	Renovate Public Housing Units	1460	30 Units	22,445.00	79,746.93	79,746.93	79,746.93	
MO9-1	Water Heater Replacement	1460	40 Units	65,500.00	0.00	0.00	0.00	
MO9-1	Paint Exteriors	1460	67 Bldgs	35,000.00	0.00	0.00	0.00	
MO9-1	Repair 4 Plex Stairwells	1460	26 Bldgs	15,000.00	0.00	0.00	0.00	
MO9-1	Renovate Unit Furnace & Vent Piping	1460	20 Units	0.00	0.00	0.00	0.00	
MO9-3	Refurbish Post Office	1460	1 Sys	5,000.00	0.00	0.00	0.00	
MO9-3	Renovate Public Housing Units	1460	20 Units	5,000.00	13,800.00	13,800.00	13,800.00	
MO9-3	Convert 0 Br Units	1460	5 Units	5,000.00	0.00	0.00	0.00	
MO9-3	Refurbish Roof Vents	1460	1 Bldg	0.00	2,500.00	2,500.00	2,500.00	
MO9-3	Replace Fire Alarm System	1460	1 Sys	0.00	111,602.57	111,602.57	111,602.57	
MO9-3	Upgrade Electrical	1460	1 Sys	0.00	13,695.00	13,695.00	13,695.00	
MO9-3	Upgrade Plumbing	1460	1 Bldg	0.00	20,120.00	20,120.00	20,120.00	
MO9-3	Upgrade HVAC System	1460.16	1 Sys	0.00	6,776.45	6,776.45	6,776.45	

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

PHA Name: Jefferson City Housing Authority		Grant Type and Number Capital Fund Program Grant No: MO36-P009-501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
MO9-4	Replace DHW Furnace Vent Piping	1460	30 Units	15,000.00	0.00	0.00	0.00		
MO9-5	Replace Windows & Screens	1460	35 Units	85,000.00	28,168.80	28,168.80	28,168.80		
MO9-5	Upgrade Emergency Call System	1460	1 Sys	0.00	7,351.00	7,351.00	7,351.00		
MO9-7	Rejuvenate Air Handling System	1460	1 Sys	0.00	23,208.74	23,208.74	23,208.74		
	<u>Dwelling Equipment – Non Expend</u>	<u>1465.1</u>		<u>\$88,000.00</u>	<u>\$30,012.05</u>	<u>\$30,012.05</u>	<u>\$30,012.05</u>		
MO9-1	Replace Ranges	1465.1	170 Units	65,000.00	29,020.05	29,020.05	29,020.05		
MO9-4	Replace Ranges	1465.1	30 Units	10,000.00	0.00	0.00	0.00		
MO9-5	Replace Ranges	1465.1	30 Units	13,000.00	992.00	992.00	992.00		
	<u>Non Dwelling Structures</u>	<u>1470</u>		<u>\$75,500.00</u>	<u>\$125,256.30</u>	<u>\$125,256.30</u>	<u>\$125,256.30</u>		
MO9-1	Construct Resident Storage	1470	1 Bldg	60,000.00	0.00	0.00	0.00		
MO9-1	Renovate Head Start/JC Day Care Center	1470	2 Bldgs	0.00	123,607.59	123,607.59	123,607.59		
MO9-1	Install Exhaust Fans	1470	6 Ea	5,000.00	1,648.71	1,648.71	1,648.71		
MO9-4	Install Fire Alarm MMC Bldg	1470	1 Sys	10,500.00	0.00	0.00	0.00		
	<u>Non Dwelling Equipment</u>	<u>1475</u>		<u>\$0.00</u>	<u>\$113.97</u>	<u>\$113.97</u>	<u>\$113.97</u>		
	Maintenance Vehicles	1475	1 Vehicle	0.00	113.97	113.97	113.97		

