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

PHA Plans

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

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

PHA Plan
Agency Identification

PHA Name: Greenville Housing Authority

PHA Number: NC022

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

Public Access to Information

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

X 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)

X 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)

X 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)

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

☐ The PHA's mission is: (state mission here)

B. Goals

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

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

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

X PHA Goal: Improve the quality of assisted housing
Objectives:
- X Improve public housing management: (PHAS score) 88
- ☐ Improve voucher management: (SEMAP score)
- X Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- X Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

X PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- X Conduct outreach efforts to potential voucher landlords
- ☐ Increase voucher payment standards
- X 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

X 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:
- X 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

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

Objectives:

- X Increase the number and percentage of employed persons in assisted families:
- X 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

X PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

X 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.

X **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.

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
X FY 2004 Capital Fund Program Annual Statement/P&E Reports **Attachment F**
☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

X PHA Management Organizational Chart **Attachment G**
X FY 2004 Capital Fund Program 5 Year Action Plan **Attachment H**
☐ Public Housing Drug Elimination Program (PHDEP) Plan
X Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
X Other (List below, providing each attachment name)

Substantial Deviation and Significant Amendment or Modification Policy-Attachment A
Voluntary Conversion Required Initial Assessment – Attachment B
Resident Membership on the Governing Board – Attachment C
Resident Membership on the Resident Advisory Board – Attachment D
Statement of Progress in meeting 5-Year Plan Missions and Goals – Attachment E
RASS Follow – Up Plan – Attachment I
Admissions Policy for Deconcentration – Attachment J
Description of Implementation of Community Service Requirements – Attachment K
Pet Policy Summary – Attachment L

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Pet Policy	
X	Resident Survey Follow-Up Plan	
X	Deconcentration Calculations	
X	Voluntary Conversion Initial Assessment Study	

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	Accessibility	Size	Location
Income <= 30% of AMI	2828	3	4	3	3	3	3
Income >30% but <=50% of AMI	1520	3	4	3	3	3	3
Income >50% but <80% of AMI	1822	3	4	3	3	3	3
Elderly	1901	3	4	3	3	3	3
Families with Disabilities	340	3	4	3	3	3	3
Race/Ethnicity **African-American**	2964	3	4	3	3	3	3
Race/Ethnicity **Caucasian**	1679	3	4	3	3	3	3
Race/Ethnicity **Other**	197	3	4	3	3	3	3
Race/Ethnicity							

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

X Consolidated Plan of the Jurisdiction/s
Indicate year: 2003-2007

☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
☐ Section 8 tenant-based assistance
X 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	618		140
Extremely low income <=30% AMI	532	86	
Very low income (>30% but <=50% AMI)	77	12.5	
Low income (>50% but <80% AMI)	9	1.5	
Families with children	381	63	
Elderly families	30	4	
Families with Disabilities	207	33	
Race/ethnicity **Black**	601	97	
Race/ethnicity **White**	15	2	
Race/ethnicity **Hispanic**	2	<1	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	237	38	14
2 BR	240	39	60
3 BR	120	19	45
4 BR	17	3	17

Housing Needs of Families on the Waiting List			
5 BR	4	1	4
5+ BR	0	0	0

Is the waiting list closed (select one)? X 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)

X 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	382		
Extremely low income <=30% AMI	344	90%	
Very low income (>30% but <=50% AMI)	28	7%	
Low income (>50% but <80% AMI)	10	3%	
Families with children	318	83%	
Elderly families	18	5%	
Families with Disabilities	14	4%	
Race/ethnicity **Black**	333	87%	
Race/ethnicity **White**	49	13%	
Race/ethnicity **Hispanic**	0	0%	
Race/ethnicity			

Housing Needs of Families on the Waiting List
Is the waiting list closed (select one)? ☐ No X Yes If yes: How long has it been closed (# of months)? 24 Does the PHA expect to reopen the list in the PHA Plan year? X No ☐ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? X No ☐ Yes

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

X Employ effective maintenance and management policies to minimize the number of public housing units off-line
X Reduce turnover time for vacated public housing units
X 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
X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
X Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
X Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
X Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
X 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

X Apply for additional section 8 units should they become available

☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
X 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
X 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

X 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
X 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

X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
X 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:

X Funding constraints
X 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
X 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 2004 grants)**		
a) Public Housing Operating Fund	$2,037,630.00	
b) Public Housing Capital Fund	$1,150,906.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	$2,812,051.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below) CFP 02	$755,083.49	As of 4/30/04
CFP 03	$687,604.87	As of 4/30/04
CFP 03	$190,693.00	As of 4/30/04
3. Public Housing Dwelling Rental Income	$1,445,620.00	
4. Other income (list below) Excess	$89,090.00	
Interest	$24,000.00	

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
Other income	$38.660.00	
4. Non-federal sources (list below)		
HOPWA-NCDHHS	$25,000.00	
Total resources	$9,256,338.36	

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)

X When families are within a certain number of being offered a unit: (state number) Within top twenty (**20)**

☐ When familiesare within a certain time of being offered a unit: (state time)

☐ Other: (describe)

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

X Criminal or Drug-related activity

X Rental history

X Housekeeping

☐ Other (describe)

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

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

e. X 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)

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

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

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

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

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

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

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

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

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

(3) Assignment

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

☐ One
☐ Two
X Three or More

b. X 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 X 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)

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

c. Preferences

1. X 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:

X 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)

X Working families and those unable to work because of age or disability
X Veterans and veterans' families
X Residents who live and/or work in the jurisdiction
X Those enrolled currently in educational, training, or upward mobility programs
X Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)

☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

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

3 Date and Time

Former Federal preferences:
1 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)
2 Working families and those unable to work because of age or disability
2 Veterans and veterans' families
1 Residents who live and/or work in the jurisdiction
2 Those enrolled currently in educational, training, or upward mobility programs
2 Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:
☐ The PHA applies preferences within income tiers
X 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)
X The PHA-resident lease
X The PHA's Admissions and (Continued) Occupancy policy
X PHA briefing seminars or written materials
☐ Other source (list)

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

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

(6) Deconcentration and Income Mixing

a. X 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 X No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes X 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)

X 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)

X Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

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

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

d. ☐ Yes X 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

X Other (describe below) **Previous Rental History**

(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)

X 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)

X PHA main administrative office
☐ Other (list below)

(3) Search Time

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

If yes, state circumstances below: Hard to Find Units

(4) Admissions Preferences

a. Income targeting

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

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

2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

X 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)

X 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

X 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)

X The Section 8 Administrative Plan

X 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?

X 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)

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

---or---

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☐ $26-$50

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

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

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

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

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

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

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

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

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

e. Ceiling rents

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

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

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

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

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

☐ Market comparability study
☐ Fair market rents (FMR)
☐ 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.)

X 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 below100% of FMR
X 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)

X 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)

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

(2) Minimum Rent

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

☐ $0
X $1-$25
☐ $26-$50

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

X An organization chart showing the PHA's management structure and organization is attached. **(Attachment G)**
☐ 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	714	170
Section 8 Vouchers	652	112
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program	N/A	

(PHDEP)		
Other Federal Programs(list individually)		
University Towers	60	6

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)

ACOP
Procurement Policy
Personnel Policy
Maintenance Procedures

(2) Section 8 Management: (list below)

Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

1. ☐ Yes X 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)

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

B. Section 8 Tenant-Based Assistance

1. ☐ Yes X 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)

X 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:

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

-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 encouragedto 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. X 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:

X The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at **Attachment H**

-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 X 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 X 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 X 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 X 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 X 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 ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) ☐ Part of the development ☐ 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 X 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 ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ 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 X 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? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ 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) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) ☐ Requirements no longer applicable: vacancy rates are less than 10 percent ☐ Requirements no longer applicable: site now has less than 300 units ☐ Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program

☐ Submitted, pending approval ☐ 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) ☐ Part of the development ☐ Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes X 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)

X Client referrals
X Information sharing regarding mutual clients (for rent determinations and otherwise)
X 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

X Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self

Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
GED Classes	*20*	*Residents-current*	*GHA Rec Center*	*Both*
Homeowner Workshop	10-20	*Residents-current*	*GHA Rec Center*	*Both*
Survival Skills Class	15	*Residents-current*	*GHA Rec Center*	*Both*
Computer Class	10	*Residents-current*	*GHA Rec Center*	*Both*

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2004 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	30	30
Section 8	80	80

b. X 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)

X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies

X Informing residents of new policy on admission and reexamination

X- 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

X Other (describe below)

Have increased the number of police officers from 2 to 4 and rotated their shifts to increase community coverage times.

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

X 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

X 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
X 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) All

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)

X Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
X Police provide crime data to housing authority staff for analysis and action
X Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
X Police regularly testify in and otherwise support eviction cases
X Police regularly meet with the PHA management and residents
X 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) All

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 X No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☐ Yes X No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: ___)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. X 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. X Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. X Yes ☐ No: Were there any findings as the result of that audit?
4. ☐ Yes X 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 X 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)

X Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)

3. ☐ Yes X 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. X 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)

X Provided below: **Resident Advisory Board asked that the threshold for income recertifications be placed at $100.**

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.

X The PHA changed portions of the PHA Plan in response to comments

List changes below: **PHA and Resident Advisory Board agreed to a $50.00 threshold.**

☐ Other: (list below)

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

1. ☐ Yes X 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 X 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: **City of Greenville**

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)

X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
X 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) A major focus of the housing program in the years to come will be to continue the production of affordable housing opportunities for low income homebuyers and renters.

D. Other Information Required by HUD

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

Attachments

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

Attachment A
Greenville Housing Authority
Definition of "Substantial Deviation" and "Significant Amendment or Modification"

The Greenville Housing Authority, to meet the requirement of Final Rule 903.7(r) and PIH 99-51, pertaining to "Substantial Deviation" and "Significant Amendment or Modification," is offering the following:

A. A substantial deviation from its Five-Year Plan; and a significant amendment or modification to its Five-Year Plan and Annual Plan.

B. Changes to rent or admissions policies or organization of the waiting list.

C. Additions of non-emergency work items (items not included in the current Annual Statement or
5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.

D. Additions of new activities not included in the current PHDEP Plan.

E. Any changes with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Any substantial deviation from the Mission Statement and/or Goals and Objectives presented in the
Five-Year Plan that causes changes in the services provided to residents or significant changes to the
Agency's financial situation will be documented in subsequent Agency Plans.

An exception to this definition will be made for any of the above that are adopted to reflect changes in
HUD regulatory requirements offered by HUD.

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

a. How many of the PHA's developments are subject to the Required Initial Assessments? **7**

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? **0**

c. How many Assessments were conducted for the PHA's covered developments? **1**

d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments?

Development Name	Number of Units
None	

If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

Required Attachment C
Resident Member on the PHA Governing Board

1. X Yes No: Does the PHA governing board include at least one member who is directly assisted
by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: **Barbara Taft**

B. How was the resident board member selected: (select one)?
Elected
X Appointed

C. The term of appointment is (include the date term expires): **May 1, 2000 thru May 1, 2005**

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

B. Date of next term expiration of a governing board member: **May 1, 2005**

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):
Don Parrott, Mayor, City of Greenville, North Carolina

Required Attachment D
Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list
organizations represented or otherwise provide a description sufficient to identify how members are chosen):

Resident Advisory Board		
Resident	**Address**	**Program Affiliation**
Leo Edwards	1800 A W. Third St, Greenville, NC 27834	Public Housing
Barbara Taft	1919-B Norcott Circle, Greenville, NC 27834	Public Housing
Ida Jefferson	1619-A Hopkins Park, Greenville, NC 27834	Public Housing
Brenda Coggins	305-B Dudley Street, Greenville, NC 27834	Public Housing

Required Attachment E
Progress in Meeting Mission Goals

Greenville Housing Authority has made progress in meeting the goals it established in its 5-year plan. The following specific improvements have been realized during the yearly phases of the Plan.

1. Expand the supply of assisted housing objectives:

A. Apply for additional vouchers.

B. Reduce PH vacancies: Vacancies are at 3% or less.

1. Improve the quality of assisted housing objectives:

A. Improve public housing management (PHAS score).

B. Increase customer satisfaction: Staff attended Customer Service Training, meetings were held with Section 8 Landlords to update them on HQS Inspection Standards.

C. Concentrate on efforts to improve specific management functions: Had HUD officials here to re-train our Section 8 inspectors

D. Renovate or modernize public housing units: Renovated 100% of 105 units in the Meadowbrook communities.

1. Increase assisted housing choices:

A. Provide voucher mobility counseling: GHA counseled participants during briefings and re-exams.

B. Conduct outreach efforts to potential voucher landlords: Held a landlord workshop.

1. Provide an improved living environment:

A. Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Established flat rents and give waiting list preference to working families.

B. Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: Give waiting list preference to working families.

1. Promote self-sufficiency and asset development of assisted households:

A. Increase the number and percentage of employed persons in assisted families: Section 8 Family Self-Sufficiency Program has a 40% employment rate of its enrollees.

B. Provide or attract supportive services to improve assistance recipients' employability: Work with local community college and three non-profit agencies that provide job skill training.

C. Provide or attract supportive services to increase independence for the elderly or families with disabilities: **On-going and working on a Project-Based Assistance Program.**

1. Ensure equal opportunity and affirmatively further fair housing:

A. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability: Follow GHA and HUD policies on non-discrimination.

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: Follow GHA and HUD policies on providing safe, decent and sanitary housing

Attachment I
Follow-up Plan
Resident Assessment Sub-System (RASS)
For Fiscal Year End (FYE)
September 30, 2003

The Housing Authority of the City of Greenville (GHA) is required to submit to HUD a Follow-up Plan because our score was less than 75% in the following areas:

Communications - 70.3%
Safety – 71.3%
Housing Development Appearance – 66.5%

Communications

GHA will continue to provide training with staff to effectively and politely communicate with Residents.

GHA will continue to provide a monthly Newsletter to Residents that will include updates on changes in policy and procedures.

GHA will continue to have quarterly Resident Meetings. In addition to other agenda items, staff will request input from Residents as it relates communication with staff, safety and overall appearance of the communities.

Safety

GHA will continue having at least four Housing Police Officers on staff and are partners with local law enforcement. The Police Officers attends all quarterly Residents Meetings and answer question from Staff and Residents

GHA and the Police Officers continue to have policies and procedures in place for tracking crime and crime-rated activities by comminutes.

GHA will continue a resident screening process that denies housing to individuals who do not meet legal criteria as established by HUD and the Housing Authority.

GHA will to continue provide additional street lighting as needed and periodically check existing street lighting.

GHA will inspect all public housing units for safety issues at least annually.

Housing Development Appearance

GHA will continue the on-going system to identify abandoned vehicles and vacant units and make corrective actions. In addition to the work done by our Maintenance Department, the Neighborhood Appearance Team continually strives to improve the community appearance. This team of 9 works two hours per day, three days per week.

GHA will continue the on-going extermination for pest on an as needed basis.

GHA Staff will continue to canvas each housing community twice weekly identifying problems and recommending corrective action needed.

GHA will continue to discuss with Residents on ways to improve the overall appearance at Residents Meetings and one-on-one with Residents.

All of the above actions will be taken during the next fiscal year. Target date of completion: on going.

Funding source, if required, will be Public Housing Operating Budget and/or Capital Grant Program.

Attachment G

Greenville Housing Authority
Organizational Chart

Executive Director

Assistant Executive Director

Executive Secretary

Office Assistant

Director of Finance

Director of Resident Affairs

Resident Affairs Aide II

Resident Affairs Aide I

Occupancy Specialist

Family Self-Sufficiency Coordinator

Director of Neighborhood Services

Neighborhood Services Secretary

Resident Program Aide

Director of Assisted Housing

Section 8 Assistant II

Section 8 Assistant I

Family Self-Sufficiency Coordinator

Housing Inspector

Receptionist

Director of Facilities & Services

Maintenance Supervisor

Maintenance Foreman

Maintenance Mechanic

Maintenance Aide II

Maintenance Aide I

Maintenance Clerk

Procurement Officer

Acct. Clerk II / Computer Tech

Acct. Clerk II

Purchasing Clerk

Acct. Clerk I/ Mod Clerk

created by: LBG

Attachment F

Annual Statement/Performance and Evaluation Report **Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**		
PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250102 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2002**
☐**Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** X **Revised Annual Statement (revision no:** #2) **X Performance and Evaluation Report for Period Ending: 3/31/04** ☐**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				
3	1408 Management Improvements	247,124.00	247,124.00	247,124.00	181,869.09
4	1410 Administration	50,000.00	126,000.00	126,000.00	3,602.57
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	75,500.00	75,500.00	67,500.00	
8	1440 Site Acquisition				
9	1450 Site Improvement	77,000.00	77,000.00	14,613.25	
10	1460 Dwelling Structures	681,225.00	604,722.14	80,542.46	19,686.46
11	1465.1 Dwelling Equipment—Nonexpendable	51,500.00	51,500.00	51,500.00	20,329.63
12	1470 Nondwelling Structures	0.00	0.00		
13	1475 Nondwelling Equipment	78,275.00	78,777.86	78,777.86	30,986.86
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amounof Annual Grant: (sum of lines 2 – 20)	**$1,260,624.00**	**$1,260,624.00**	**666,057.57**	**256,474.61**
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250102 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2002

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	**Management Improvements:**	**1408**						
	Staff Development				570.00	570.00	570.00	
	Man. Impv Equip				3,671.74	3,671.74	3,671.74	
	Man. Impv Payroll				1,440.73	1,440.73	1,333.75	
	Drug- Neighborhood Services				54,307.74	54,307.74	34,955.96	
	Drug – Neighborhood Services Pri				121,885.40	121,885.40	96,145.36	
	Drug- NSC Employee Benefits				21,922.81	21,922.81	13,481.63	
	Drug- NSC Policeman				38,467.05	38,467.05	29,813.10	
	Computer System Analysis & Development			5,000.00	4,858.53	4,858.53	1,897.55	
	Staff Development Training			5,541.00	0.00			
	Drug Grant Program			236,583.00	0.00			
	Total 1408			**247,124.00**	**247,124.00**	**247,124.00**	**181,869.09**	
PHA-Wide	**Administration:**	**1410**						
	Salaries, CFP Coord & Part time Procurement	1410		50,000.00	116,000.00	116,000.00	3,602.57	
	Electrical Emergencies				10,000.00	10,000.00		
	Total 1410			**50,000.00**	**126,000.00**	**126,000.00**	**3,602.57**	
PHA-Wide	**Fees & Costs:**	**1430**						
	Hire Consultant for Needs Assessment	1430		5,500.00	5,500.00	5,500.00		
	A/E – Balance of 2001 Program			0.00	0.00			
	A/E – 2002 Program			62,000.00	62,000.00	62,000.00		
	Asbestos Testing, field and lab			2,000.00	2,000.00			
	Abatement Specifications			2,000.00	2,000.00			
	Asb. Abatement, Const. Related Activities and Clearance Testing			4,000.00	4,000.00			
	Total 1430			**75,500.00**	**75,500.00**	**67,500.00**	**0.00**	
	Site Improvements:	**1450**						
NC 22-002 Kearney Park	Repair and add exterior cleanouts at each unit to sanitary sewer system	1450	130	28,000.00	28,000.00			
	Replace water dist. System – change valves only	1450	160	24,000.00	24,000.00			
PHA-Wide	Soil Erosion/Landscaping/Tree Trimming	1450		20,000.00	14,797.00	4,410.25		
	SubTotal 1450			**72,000.00**	**66,797.00**	**4,410.25**		
	Site Improvements Continued	**1450**						HA has

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250102 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2002

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Parking lot and street repaving			5,000.00	0.00			Contracted with A/E and
	Emergency Plumbing/Electrical – Walter Goff				8,853.00	8,853.00		Work is in design and will go out for bid by end of July 2004
	Fence at Moyewood				1,350.00	1,350.00		
	SubTotal 1450			**5,000.00**	**10,203.00**	**10,203.00**		
	Total 1450			**77,000.00**	**77,000.00**	**14,613.25**	0	
	Dwelling Structures:	**1460**						
NC 22-002 Kearney Park	Replace interior doors, add doors to closets and painting		58/160	251,700.00	175,700.00			Finish balance in future
	Repair foundation settlement and related conditions		3 units	58,725.00	58,725.00			
	Provide hearing impaired units		4 units	1,000.00	1,000.00			Emergency
NC 22-006 Newtown	Replace roofing		78	0.00	0.00			Moved to 2003
PHA-Wide	Pest Control			5000	5000	5000		
	Water Heaters (10%)		70	28,000	28,000	28,000		
	Replace Roofing		2	6,360.00	6,360.00	6,360.00		
	Electrical Emergencies				11,000.00	11,000.00		
	Plumbing Emergencies				7,000.00	7,000.00		
NC 22-003 Moyewood I	Change Locks			18,000.00	20,000.00	19,686.46	19,686.46	Moved from 2005 - Complete
	Replace roofs, remove old shingles, repair deck and reroof			202,940.00	195,441.14			Moved from 2005
	Replace vents and gas stacks, rusting			10,000.00	10,000.00			Part of Roofing
	Caulk exterior windows where butt to J-mold			22,500.00	10,000.00			Part of Roofing
NC 22-004 Moyewood II	Replace roofing		40	64,000.00	64,000.00			Moved from 2005
	Replace exterior door locksets		40	4,000.00	3,496.00	3,496.00		Moved from 2005 - Complete
	Replace vents and gas stacks, rusting			4,000.00	4,000.00			Part of Roofing
	Caulk exterior windows where butt to J-mold			5,000.00	5,000.00			Part of Roofing
	Total 1460			**681,225.00**	**604,722.14**	**80,542.46**	**19,686.46**	
	Dwelling Equipment:	**1465**						
PHA-Wide	Refrigerators (10%)		70	35,000.00	32,830.34	32,830.34	12,318.84	
	Ranges (6.5%)		47	16,500.00	18,669.66	18,669.66	8,010.79	

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250102 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2002

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Total 1465			**51,500.00**	**51,500.00**	**51,500.00**	**20,329.63**	
	Non-Dwelling Structures:	**1470**						
NC 22-003 Moyewood I	Repair and refurbish Moyewood Community Center			0.00	0.00			Completed with 2001 funds
	Total 1470							
	Non-Dwelling Equipment:	**1475**						
PHA-Wide	Vehicles			58,000.00	56,912.63	56,912.63	30,986.86	
	Computer Hardware Equipment			10,275.00	10,363.30	10,363.30		
	Office Equipment			10,000.00	9,521.93	9,521.93		
	Garbage Carts				1,980.00	1,980.00		
	Total 1475			**78,275.00**	**78,777.86**	**78,777.86**	**30,986.86**	

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program No: NC19P0225102 Replacement Housing Factor No:	**Federal FY of Grant:** 2002

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC 22-002	9/30/04			9/30/06			
NC 22-003	9/30/04			9/30/06			
NC 22-004	9/30/04			9/30/06			
NC 22-006	9/30/04			9/30/06			
NC 22-PHA-Wide	9/30/04			9/30/06			

Annual Statement /Performance and Evaluation Report

Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:	Grant Type and Number:	Federal FY of Grant: 2003
CITY OF GREENVILLE HOUSING AUTHORITY	Capital Fund Program No: **NC19P02250203** Replacement Housing Factor Grant No	

☐ **Original Annual Statement** ☐ **Reserved for Disasters/Emergencies** ■ **Revised Annual Statement/Revision Number #1**

■ **Performance Evaluation Report of Period Ending: 3/31/04** ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account Total Estimated Cost			Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements	40,138.00	40,138.00		
4	1410 Administration	20,062.00	20,062.00		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,100.00	10,100.00		
8	1440 Site Acquisition				
9	1450 Site Improvement	10,393.00	1,393.00		
10	1460 Dwelling Structures	90,000.00	91,000.00		
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	30,000.00	30,000.00		
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency		8,000.00		
21	Amount of Annual Grant (sums of lines 2-20)	**$200,693.00**	**200,693.00**	**0.00**	**0.00**
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 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: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250203 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	**Management Improvements:**	**1408**						
	Neighborhood Services Salaries & Benefits	1408		25,000.00	25,000.00			
	Neighborhood Services Sundry, Hard Cost, Misc	1408						
	Prevention & Intervention			9,138.00	9,138.00			
	Security Officers			6,000.00	6,000.00			
	Total 1408			40,138.00	40,138.00			
PHA-Wide	**Administration:**	**1410**						
	Salaries, CFP Coordinator & Part time Procurement Officer (prorated)	1410		20,062.00	20,062.00			
	Total 1410			**20,062.00**	**20,062.00**			
PHA-Wide	**Fees & Costs:**	**1430**						
	A/E	1430		10,100.00	10,100.00			
	Total 1430			**10,100.00**	**10,100.00**			
	Site Improvements:	**1450**						
PHA-Wide	Soil Erosion/Landscaping/Tree Trimming	1450		1,393.00	1,393.00			
NC 22-003 Moyewood I	Cross Tie Retaining Wall, Provide Additional fill, grading, catch basin and drainage, cut new swell and reseed.	1450		9,000.00	0.00			
	Total 1450			**10,393.00**	**1,393.00**			
	Dwelling Structures:	**1460**						
PHA-Wide	Replace furnaces as needed			7,500.00	7,500.00			
	504 Conversion			37,500.00	37,500.00			
	Recycling of Units				8,000.00			
NC 22-003 Moyewood I	Provide protective window screens w/standoff channel (continuation)			45,000.00	38,000.00			
	Total 1460			**90,000.00**	**91,000.00**			
	Non-Dwelling Equipment:	**1475**						
PHA-Wide	Office Copier			10,000.00	10,000.00			
	Vehicle			20,000.00	20,000.00			
	Total 1475			**30,000.00**	**30,000.00**			
PHA-Wide	**Contingency**	**1502**			**8,000.00**			

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program No: NC19P02250203 Replacement Housing Factor No:	**Federal FY of Grant:** 2003

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	
NC 22-003	2/13/06			2/13/08			
PHA-Wide	2/13/06			2/13/08			

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250103 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2003**

☐**Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** X **Revised Annual Statement (revision no:** #2)
X Performance and Evaluation Report for Period Ending: 3/31/04 ☐**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				
3	1408 Management Improvements	190,000.00	190,000.00	139,485.05	
4	1410 Administration	60,000.00	95,013.00		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	64,000.00	64,000.00		
8	1440 Site Acquisition				
9	1450 Site Improvement	23,500.00	23,500.00		
10	1460 Dwelling Structures	527,213.00	458,200.00	80,990.82	
11	1465.1 Dwelling Equipment—Nonexpendable	14,000.00	14,000.00		
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	71,500.00	71,500.00		
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency		34,000.00		
21	Amount of Annual Grant: (sum of lines 2 – 20)	**$950,213.00**	**$950,213.00**	**220,475.87**	**0.00**
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 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: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250103 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	**Management Improvements:**	**1408**						
	Management Improvements				450.00	450.00	0.00	
	Mgt. Improvement- Equipment				1,564.46	1,564.46		
	Mgt. Improvement - Payroll							
	Drug- Neighborhood Services	1408		25,000.00				
	Prevention & Intervention $10,000.00				12,520.74	12,520.74		
	Resident Council $12,000.00				6,941.55			
	Office Supplies $3,000.00				3,000.00	159.69		
	Drug – Neighborhood Services Prl			81,000.00	71,280.00	47,409.62		
	Drug- NSC Employee Benefits				9,720.00	7,687.78		
	Drug- NSC Policeman			79,000.00	79,000.00	64,169.51		
	Computer Software Upgrades	1408		5,000.00	5,523.25	5,523.25		Moved hardware to 1475
	Total 1408			**190,000.00**	**190,000.00**	**139,485.05**	**0.00**	
PHA-Wide	**Administration:**	**1410**						
	Salaries, CFP Coordinator & Part time Procurement Officer	1410		60,000.00	95,013.00			
	Total 1410			**60,000.00**	**95,013.00**	**0.00**	**0.00**	
PHA-Wide	**Fees & Costs:**	**1430**						
	Hire Consultant for Needs Assessment	1430						
	A/E			50,000.00	50,000.00			Obligated
	Energy Audit/Utility Allowance Update	1430		6,000.00	6,000.00			
	Hazardous Material Testing	1430		3,000.00	3,000.00			
	504 Needs Assessment	1430		5,000.00	5,000.00			Obligated
	Total 1430			**64,000.00**	**64,000.00**	**0.00**	**0.00**	
	Site Improvements:	**1450**						
PHA-Wide	Yard Work/Landscaping which includes Soil Erosion/Landscaping/Tree Trimming Fencing repair, seed bare areas & shrubs as needed	1450		23,500.00	20,000.00			
	Emergency Plumbing/Electrical				3,500.00			
	Total 1450			**23,500.00**	**23,500.00**	**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: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250103 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Dwelling Structures:	**1460**						
NC 22-005 Hopkins Park	Replace furnaces		5/111	10,000.00	0.00			HA has contracted with A/E work is in design and will go out for bid by the end of July
NC 22-002 Kearney Park	Replace furnaces		10/160	16,553.00	0.00			
	Circuit Boards		15/105	3,000.00	0.00			
	Replace furnace & water heater closet doors			0.00	0.00			
	Replace resilient tile floor and base overlay, 23 existing asbestos			22,000.00	22,000.00			
PHA-Wide	Pest Control			5000.00	5000.00			Continued from 2002
	Replace Water Heaters			33,000.00	33,000.00			Continued from 2002
	Recycling of Units			60,000.00	102,000.00	53,496.00		
	Replace/Furnace Emergencies				29,553.00	27,494.82		
NC 22-003 Moyewood I	Replace roofs, remove old shingles, repair deck and reroof			122,060.00	100,647.00			Continued from 2002
	Provide bath exhaust fans			37,600.00	0.00			Moisture problem moved from 2005-Moved to roofing
	Provide protective window screens w/standoff channel		63	77,000.00	65,000.00			Moved from 2007
NC 22-004 Moyewood II	Provide bath exhaust fans			8,000.00	0.00			Moisture problem moved from 2005-Moved to roofing
NC 22-006 Newtown	Replace roofing and related items			127,000.00	100,000.00			Moved from 2002
	Provide 504 modifications – hearing impaired		2 each	1,000.00	1,000.00			Emergency
	Provide bath exhaust fans			5,000.00	0.00			Moisture Problem – Moved to Roofing
	Total 1460			**527,213.00**	**458,200.00**	**80,990.82**	**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: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250103 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Dwelling Equipment:	**1465**						
PHA-Wide	Refrigerators		45	10,000.00	10,000.00			
	Ranges		10	4,000.00	4,000.00			
	Total 1465			**14,000.00**	**14,000.00**	**0.00**	**0.00**	
PHA-Wide	**Non-Dwelling Equipment:**	**1475**						
	Used 36-40 passenger bus			25,000.00	25,000.00			
	Trailer for mowing/lawnmowers			7,500.00	7,500.00			
	Pick up Truck or Van			18,000.00	18,000.00			
	Two compressors & parts			1,000.00	1,000.00			
	Office Equipment			10,000.00	10,000.00			
	Computer Equipment			10,000.00	10,000.00			Moved from 1408
	Total 1475			**71,500.00**	**71,500.00**	**0.00**	**0.00**	
PHA-Wide	**Contingency**	**1502**			34,000.00			
	Total 1502				**34,000.00**	**0.00**	**0.00**	

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program No: NC19P02250103 Replacement Housing Factor No:	**Federal FY of Grant:** 2003

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	
NC 22-002	9/17/05			9/16/07			
NC 22-003	9/17/05			9/16/07			
NC 22-004	9/17/05			9/16/07			
NC 22-005	9/17/05			9/16/07			
NC 22-006	9/17/05			9/16/07			
PHA-Wide	9/17/05			9/16/07			

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250104 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2004**

☐ **Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** X **Revised Annual Statement (revision no:** 1)
☐**Performance and Evaluation Report for Period Ending:** ☐**Final Performance and Evaluation Report**

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	222,385.00			
4	1410 Administration	111,192.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	51,200.00			
8	1440 Site Acquisition	20,000.00			
9	1450 Site Improvement	46,000.00			
10	1460 Dwelling Structures	508,435.00			
11	1465.1 Dwelling Equipment—Nonexpendable	25,000.00			
12	1470 Nondwelling Structures	55,000.00			
13	1475 Nondwelling Equipment	25,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency	47,713.00			
21	Amount of Annual Grant: (sum of lines 2 – 20)	**1,111,925.00**		**0.00**	**0.00**
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 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: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250104 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 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
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	**Management Improvements:**	**1408**						
	Management Improvements			600.00				
	Mgt. Improvement- Equipment			4000.00				
	Mgt. Improvement - Payroll			1,500.00				
	Drug- Neighborhood Services							
	Prevention & Intervention			11,081.00				
	Resident Council			15,000.00				
	Office Supplies			3,000.00				
	Drug – Neighborhood Services Prl			92,204.00				
	Drug- NSC Employee Benefits			10,000.00				
	Drug- NSC Policeman			80,000.00				
	Computer Software Upgrades	1408		5,000.00				
(20% of CFP)	**Total 1408**			**222,385.00**				
PHA-Wide	**Administration:**	**1410**						
	Salaries, CFP Coordinator & Part time Procurement Officer	1410		111,192.00				
(10% of CFP)	**Total 1410**			**111,192.00**				
PHA-Wide	**Fees & Costs:**	**1430**						
	Hire Consultant for Needs Assessment	1430		0.00				
	A/E	1430		45,000.00				
	Asbestos Testing, field and lab	1430		2,000.00				
	Abatement Specifications	1430		2,200.00				
	Asbestos Abatement, Const Related Activities and Clearance Testing	1430		2,000.00				
	Total 1430			**51,200.00**				
	Site Acquisition:	**1440**						
	Purchase Site			20,000.00				
	Total 1440			**20,000.00**				
	Site Improvements:	**1450**						
PHA-Wide	Soil erosion/landscaping/tree trimming			10,000.00				
NC 22-003 Moyewood I	Provide 6 to 8 ft fence at W. Conley at tree line			15,000.00				
	Trim trees as needed			3,000.00				
	At cross tie retaining wall provide additional fill, grading, catch basin, and drainage, cut new swell and reseed			10,000.00				

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250104 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 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
				Original	Revised	Funds Obligated	Funds Expended	
NC 22-005 Hopkins Park	504 Site Improvements			2,000.00				
	Remove trash can holders			3,000.00				
	Make repairs to vinyl fence			3,000.00				
	Total 1450			**46,000.00**				
	Dwelling Structures:	**1460**						
PHA- Wide	Pest Control			5,000.00				
	Water Heater Replacement			10,000.00				
	Structural Renovations of various units to include required materials and appliance repair for settlement and cracking walls			20,000.00				
	Recycling of Units			80,422.00				
NC 22-002 Kearney Park	Replace furnaces as needed			3,447.00				
	Replace interior doors		15	45,000.00				
	Provide additional handrails as needed, elderly			4,000.00				
NC 22-003 Moyewood I	Continue Protective Window Screens			45,000.00				
	Provide additional railing as needed 3 steps over 30”			5,000.00				
	Provide Termite Treatment			5,000.00				
NC 22-004 Moyewood II	Window Shades		40	3,066.00				
	504 Conversion			40,500.00				
	Hearing Impaired			1,000.00				
	Repair Floors as needed			5,000.00				
	Replace water heaters as needed			2,000.00				
NC 22-005 Hopkins Park	Replace water heaters		50	22,000.00				
	Some buildings not reroofed		12 bldgs	70,000.00				
	Misc. minor roof repairs			3,000.00				
	504 Upgrades			15,000.00				
	Hearing Impaired required		3 each	1,000.00				
	Washer valves leaking, repair as needed			10,000.00				
NC 22-009 Dubber-Laney Woods	Replace roofing			56,000.00				
	Subtotal 1460			**451,435.00**				

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program Grant No: NC19P02250104 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 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
				Original	Revised	Funds Obligated	Funds Expended	
	New plywood overlayment – new VCt 2nd story			40,000.00				
	Provide 504 modifications – hearing impaired		2 each	1,000.00				
	Interior painting			8,000.00				
	Provide 4 ft fluorescent fixture in kitchen			4,000.00				
	Provide termite treatment			4,000.00				
	Total 1460			**508,435.00**				
	Dwelling Equipment:	**1465**						
PHA-Wide	Refrigerators			15,000.00				
	Ranges			10,000.00				
	Total 1465			**25,000.00**				
	Non-Dwelling Structures:	**1470**						
NC 22-006 Newtown	Provide picnic shelter, tables and grills in elderly section, using existing slab			15,000.00				
	Replace bath floors and repair kitchen ceiling			40,000.00				
	Total 1470			**55,000.00**				
	Non-Dwelling Equipment:	**1475**						
PHA – Wide	Van			18,000.00				
	Misc Vehicle Equipment			2,000.00				
	Computer Hardware Equipment			5,000.00				
	Total 1475			**25,000.00**				
PHA-Wide	**Contingency**	**1502**		47,713.00				
	Total 1502			**47,713.00**				

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

PHA Name: Housing Authority of the City of Greenville	**Grant Type and Number** Capital Fund Program No: NC19P02250104 Replacement Housing Factor No:	**Federal FY of Grant:** 2004

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC 22-002	9/13/06			9/12/08			
NC 22-003	9/13/06			9/12/08			
NC 22-004	9/13/06			9/12/08			
NC 22-005	9/13/06			9/12/08			
NC 22-006	9/13/06			9/12/08			
NC 22-009	9/13/06			9/12/08			
PHA-Wide	9/13/06			9/12/08			

Attachment H

Capital Fund Program Five-Year Action Plan **Part I: Summary**					
PHA Name: City of Greenville Housing Authority				**X Original 5-Year Plan** ☐**Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008
NC19P022001 – Meadowbrook	**Annual Statement**	0.00	0.00	0.00	0.00
NC19P022002 – Kearney Park		265,100.00	222,692.00	375,413.00	161,000.00
NC19P022003 – Moyewood I		34,000.00	143,900.00	105,800.00	201,000.00
NC19P022004 – Moyewood II		53,013.00	33,121.00	0.00	67,000.00
NC19P022005 – Hopkins Park		15,500.00	38,000.00	0.00	50,213.00
NC19P022006 – Newtown		49,000.00	40,000.00	0.00	40,000.00
NC19P022008 – West Meadowbrook		0.00	0.00	0.00	0.00
NC19P022009 – Dubber Laney Woods		9,800.00	0.00	5,000.00	0.00
PHA – Wide		724,493.00	673,193.00	664,693.00	631,693.00
TOTAL		1,150,906.00	1,150,906.00	1,150,906.00	1,150,906.00
Physical Improvements		625,635.00	577,635.00	638,635.00	653,635.00
Management Improvements		230,181.00	230,181.00	230,181.00	230,181.00
PHA-Wide Non-Dwelling Structures & Equipment		39,000.00	65,000.00	25,000.00	10,000.00
Administration		115,090.00	115,090.00	115,090.00	115,090.00
Other		49,000.00	71,000.00	50,000.00	50,000.00
Operations					
Contingency		92,000.00	92,000.00	92,000.00	92,000.00
CFP Funds Listed for 5-year planning		**1,150,906.00**	**1,150,906.00**	**1,150,906.00**	**1,150,906.00**
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: 2005 PHA FY: 2005			Activities for Year: 2 FFY Grant: 2005 PHA FY: 2005		
2004	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	**PHA-Wide**	**Management Improvements:**			**Dwelling Structures Continued:**	
Annual		Computerize Project Offices – Software	5,000.00			
Statement		Neighborhood Services Salaries & Benefits	121,181.00			
		Neighborhood Services Sundry, Hard Cost, Misc	25,000.00	**NC 22-002 Kearney Park**	Replace resilient floor tile & base, overlay	26,525.00
		Security Officers	79,000.00		Replace interior doors – 38	71,075.00
		Total 1408	**230,181.00**		Provide protective window screens – 161	150,500.00
					Provide hearing impaired units or store equipment	1,000.00
		Administration:			Provide carbon monoxide detectors	6,000.00
		Salaries, CFP Coordinator, Part-Time Procurement Officer	115,090.00			
		Total 1410	**115,090.00**	**NC 22-003 Moyewood I**	Provide hearing impaired units – 2	2,000.00
					Repair moisture problem in kitchen & baths	32,000.00
		Fees & Costs:				
		A/E	45,000.00	**NC 22-004 Moyewood II**	Window shades – 40	4,134.00
		Needs Assessment	4,000.00		Replace water heaters	2,879.00
		Total 1430	**49,000.00**		Provide protective window screens – 40	32,000.00
					Provide protective screen doors – 40	14,000.00
		Site Improvements:				
	PHA-Wide	Soil erosion/ landscaping/tree trimming	15,000.00	**NC 22-005 Hopkins Park**	Repair walls as needed and paint	10,000.00
		Total 1450	**15,000.00**		Termite Treatment	5,500.00
		Dwelling Structures:				
	PHA-Wide	Pest Control	5,000.00	**NC 22-006 Newtown**	Replace furnaces as needed	5,000.00
		Water Heaters	20,000.00		Provide 504 accessible unit	40,000.00
		Structural renovations of various units to include required materials & appliance repair for settlement and cracking walls	22,000.00		Provide 4ft fluorescent fixture in kitchens	4,000.00
		504 Compliance	55,800.00	**NC 22-009 Dubber Laney Woods**	Window shades – 32	5,800.00
		Recycling of units	63,422.00		Misc repairs to siding and trim	4,000.00
		Subtotal 1460	**166,222.00**		**Subtotal 1460**	**416,413.00**
					Total 1460	**582,635.00**

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

Activities for Year 1	Activities for Year: 2 FFY Grant: 2005 PHA FY: 2005			Activities for Year: 3 FFY Grant: 2006 PHA FY: 2006		
2004	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	**PHA-Wide**	**Dwelling Equipment:**		**PHA-Wide**	**Mgt Improvements:**	
Annual		Refrigerators	20,000.00		Computerize Project Offices- Software	5,000.00
Statement		Ranges	8,000.00		Neighborhood Ser. Salaries & Benefits	121,181.00
		Total 1465	**28,000.00**		Neighborhood Ser. Sundry, Hard Cost, Misc	25,000.00
					Security Officers	79,000.00
		Non – Dwelling Structures:			**Total 1408**	**230,181.00**
	NC 22-002 Kearney Park	Upgrade community center for 504, ramp	10,000.00			
		Total 1470	**10,000.00**		**Administration:**	
					Salaries, CFP Coordinator, Part-time Procurement Officer	115,090.00
		Non – Dwelling Equipment:			**Total 1410**	**115,090.00**
	PHA-Wide	Truck	18,000.00			
		Shop Equipment	2,000.00		**Fees & Costs:**	
		Office Equipment	2,000.00		A/E	65,000.00
		Computer Equipment	5,000.00		Energy Audit/ Utility Allowance Update	6,000.00
		Equipment Maintenance	2,000.00		**Total 1430**	**71,000.00**
		Total 1475	**29,000.00**			
					Site Improvements:	
	PHA-Wide	**Contingency 1502**	**92,000.00**	**PHA-Wide**	Soil erosion/Landscaping/ Tree trimming	15,000.00
					Total 1450	**15,000.00**
				PHA-Wide	**Dwelling Structures:**	
					Pest Control	5,000.00
					Roofing Repairs	6,000.00
					Structural renovations of various units to include required materials & appliance repair for settlement and cracking walls	24,000.00
					Recycling of units	58,422.00
		TOTAL ESTIMATED CFP COST – 2005	**1,150,906.00**		**Subtotal 1460**	**93,422.00**

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

Activities for Year 1	Activities for Year: 3 FFY Grant: 2006 PHA FY: 2006			Activities for Year: 3 FFY Grant: 2006 PHA FY: 2006		
2004	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See		**Dwelling Structures cont'd:**			**Dwelling Equipment:**	
Annual	**NC 22-002 Kearney Park**	Provide protective window screens	47,500.00	PHA-Wide	Refrigerators	5,000.00
Statement		Replace exterior door weather stripping and thresholds	12,000.00		Ranges	16,500.00
		Prep & repaint interior & misc exterior	12,192.00		**Total 1465**	**21,500.00**
		Repair foundation & related conditions	97,875.00			
		Replace interior doors	23,125.00		**Non – Dwelling Structures:**	
	NC 22-003 Moyewood I	Window shades – 168	34,500.00	**NC 22-002 Kearney Park**	Community bldg ADA modifications	30,000.00
		Pest Control – 188	9,400.00		**Total 1470**	**30,000.00**
		Prep & paint units, repair water damage, remove mold	100,000.00			
					Non – Dwelling Equipment:	
	NC 22-004 Moyewood II	Prep & paint units, repair water damage, remove mold	20,000.00	**PHA-Wide**	Truck	18,000.00
		Replace water heaters as needed	3,121.00		Maintenance Radio	2,000.00
		Provide 4ft fluorescent fixture in kitchens	5,000.00		Computer Equipment	5,000.00
		Termite treatment	5,000.00		Lawnmowers	7,500.00
					Telephone equipment	2,500.00
	NC 22-005 Hopkins Park	Replace water heaters as needed – 50	22,000.00		**Total 1475**	**35,000.00**
		504 upgrades	15,000.00			
		Hearing impaired	1,000.00			
	NC 22-006 Newtown	504 Upgrades	40,000.00			
		Subtotal 1460	**447,713.00**			
		Total 1460	**541,135.00**	**PHA-Wide**	**Contingency 1502**	**92,000.00**
		TOTAL ESTIMATED CFP COST – 2006	**1,150,906.00**			

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

Activities for Year 1	Activities for Year: 4 FFY Grant: 2007 PHA FY: 2007			Activities for Year: 4 FFY Grant: 2007 PHA FY: 2007		
2004	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See		**Management Improvements:**		**NC 22-002 Kearney Park**	Replace furnaces as needed	20,000.00
Annual	**PHA-Wide**	Computerize Project Offices – Software	5,000.00		Replace walls	125,705.00
Statement		Neighborhood Ser Salaries & Benefits	121,181.00		Replace screen doors w/protective screen doors	107,700.00
		Neighborhood Ser Sundry, Hard cost, Misc	25,000.00		Prep & repaint interior & misc exterior	7,808.00
		Security Officers	79,000.00		Replace interior doors	64,200.00
		Total 1408	**230,181.00**		Provide 504 Accessible unit	40,000.00
					Termite treatment	10,000.00
		Administration:				
		Salaries CFP Coordinator, Part time Procurement Officer	115,090.00	**NC 22-003 Moyewood I**	Provide protective screen doors – 188	65,800.00
		Total 1410	**115,090.00**		Provide 504 accessible unit	40,000.00
		Fees & Costs:		**NC 22-009 Dubber Laney Woods**	Make 504 upgrades	5,000.00
		A/E	50,0000.00		**Subtotal**	486,213.00
		Total 1430	**50,000.00**		**Total 1460**	**574,635.00**
		Site Improvements:			**Dwelling Equipment:**	
	PHA-Wide	Soil erosion/landscaping/tree trimming	15,000.00	**PHA-Wide**	Refrigerators	30,000.00
		Parking lot and street paving	5,000.00		Ranges	8,000.00
		Signage	1,000.00		**Total 1475**	**38,000.00**
		Sidewalk repair	5,000.00			
		Total 1450	**26,000.00**		**Non – Dwelling Equipment:**	
				PHA-Wide	Van	18,000.00
		Dwelling Structures:			Repair & paint vehicles	2,000.00
	PHA-Wide	Pest Control	5,000.00		Computer equipment	5,000.00
		Water heaters	20,000.00		**Total 1475**	**25,000.00**
		Recycling of units	63,422.00			
				PHA-Wide	**Contingency 1502**	**92,000.00**
		Subtotal 1460	**88,422.00**			
					TOTAL ESTIMATED CFP COST – 2007	**1,150,906.00**

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

Activities for Year 1	Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008			Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008		
2004	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See		**Management Improvements:**		**NC 22-002 Kearney Park**	Replace resilient tile floor & base, overlay	85,000.00
Annual	**PHA-Wide**	Computerize Project Offices – Software	5,000.00		Provide 504 Accessible unit	42,000.00
Statement		Neighborhood Ser Salaries & Benefits	121,181.00		Provide hearing impaired	2,000.00
		Neighborhood Ser Sundry, Hard cost, Misc	25,000.00		Provide 4' fluorescent light fixture in kitchens	20,000.00
		Security Officers	79,000.00		Provide emergency calls at elderly	12,000.00
		Total 1408	**230,181.00**			
				NC 22-003 Moyewood I	Provide 504 accessible unit	42,000.00
		Administration:			Provide hearing impaired	2,000.00
		Salaries CFP Coordinator, Part time Procurement Officer	115,090.00		Repair floor as needed	15,000.00
		Total 1410	**115,090.00**		Prep & paint units, repair water damaged areas, remove mold	142,000.00
		Fees & Costs:		**NC 22-004 Moyewood II**	Repair settlement cracking	5,000.00
		A/E	50,000.00		Prep & paint units, repair water damaged areas, remove mold	52,000.00
		Total 1430	**50,000.00**		Repair hose bibs	5,000.00
					Provide emergency calls at elderly	5,000.00
		Site Improvements:				
	PHA-Wide	Soil erosion/landscaping/tree trimming	15,000.00	**NC 22-005 Hopkins Park**	Floor slabs are dropping & cracking at perimeter repair as needed	15,000.00
		Parking lot and street paving	5,000.00		Provide emergency calls at elderly	21,213.00
		Signage	1,000.00		Provide 4' fluorescent light fixture in kitchens	14,000.00
		Sidewalk repair	5,000.00		**Subtotal 1460**	**479,213.00**
		Total 1450	**26,000.00**			
		Dwelling Structures:				
	PHA-Wide	Pest Control	5,000.00			
		Water heaters	20,000.00			
		Recycling of units	63,422.00			
		Subtotal 1460	**88,422.00**			

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

Activities for Year 1	Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008			Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008		
2004	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See		**Management Improvements:**				
Annual	**NC 22-006 Newtown**	Repair holes in vinyl siding as needed	5,000.00			
Statement		Provide ground wire at meter base	10,000.00			
		Replace furnaces as needed	5,000.00			
		Provide emergency calls at elderly	20,000.00			
		Subtotal 1460	**40,000.00**			
		Total 1460	**607,635.00**			
		Dwelling Equipment:				
	PHA-Wide	Refrigerators	**10,000.00**			
		Ranges	10,000.00			
		Total 1465	**20,000.00**			
		Non- Dwelling Equipment:				
		Office Equipment	5,000.00			
		Computer Equipment	5,000.00			
	PHA-Wide	**Contingency 1502**	**92,000.00**			
		Total Estimated CFP Cost – 2008	**1,150,906.00**			

Attachment J
Admissions Policy for Deconcentration

DECONCENTRATION POLICY

This policy outlines the PHA's strategy for deconcentration of poverty and income-mixing in each development. The PHA is taking various measures to implement a deconcentration and income mixing admissions strategy. Adoption of this policy along with giving a preference to "working families" will eventually result in an income mix that will help us to meet our goals.

Placing higher income residents into lower income developments and lower income residents into higher income developments will require concentrated efforts on our entire staff. This will not be achieved overnight, but PHA will continually work toward meeting this goal.

In implementation of this program, we will not concentrate the most economically and socially deprived families in one or all of the poorest PHA developments. We will work with social agencies and our neighborhood services staff in offering counseling to residents who may be in need of these services. We will also work with our residents in establishing and maintaining a viable resident council who will have input into making this program work. The residents can encourage would-be residents to participate and the residents also can be role models for prospective residents in their developments. Residents who have skills in housekeeping, budgeting, childcare, and other areas can work with residents who can benefit from these skills, and by so doing, will help us to reach our goal of an economic and social mix in all of our developments.

The income of residents in each development and the income of applicants on the waiting list will be reviewed and compared with incomes of census tracts in which the developments are located. This will help in determining what steps are to be taken in developing and maintaining an income mix in each development. Many of the applicants applying for admission to PHA housing are in the lowest income range which calls for accurate planning in order to obtain an income and social mix in our developments. Therefore, we will strive to obtain an income mix by admitting families who have the incomes needed in each development.

Income targeting will allow 40% of total families admitted annually to be families with incomes below 30% of area median income. These families will be placed in higher income developments as our records in each development will indicate. Therefore, the staff must keep good records in order to assure our income-mix policy is working.

In implementing our economic self-sufficiency program, it will give families an opportunity to improve the quality of life, not only for themselves, but also for the other residents in each community. It will increase self-responsibility and give families a sense of self-pride. When families acquire jobs for themselves, participate in cleaning up their communities, maintaining their units in a manner, not because they are forced to do so, but because they want to do so, given a chance to go back to school, and become self-sufficient, maybe for the first time in their lives, and wanting to give back to their community by helping other less fortunate residents, then we will know that our program has finally taken root.

Another goal of this Agency is to institute a mentoring program, matching mentors with residents needing their specialties and skills, and having them to set up written goals and objectives in furthering our program. This program will help our residents in attaining self-sufficiency and thereby attaining an improved economic status.

We do not expect these goals to be attained immediately but managers will be responsible for monitoring their assigned developments to assure that admission of low-income families in each of their developments will be in accordance with this Deconcentration Policy, and that our community service and economic self-sufficiency program is on target. Managers will maintain statistical information on at least a quarterly basis and will submit reports to the Executive Director. At the end of each PHA fiscal year, statistics will be reviewed and any needed adjustments made.

Higher income families who refuse housing in lower income developments will be passed over on the waiting list in achieving our goals. If necessary, PHA will advertise for higher income families who are willing to participate in our program, and may offer additional incentives as approved by the Board of Commissioners. PHA will continually strive to reach and maintain a diverse income and social mix in all of our developments.

Attachment K

Description of Implementation of Community Service Requirements

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

Definitions:

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

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

NOTE: Political activity is excluded

Self-sufficiency Activities

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

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

Exempt Adult - an adult member of the family who

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

Requirements of the Program

1. The eight (8) hours per month may be either volunteer work or self-sufficiency program activity, or a combination of the two.
2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the schedule.
3. Activities must be performed within the community and not outside the jurisdictional area of the Authority
4. Family obligations

- At lease execution or re-examination after February 1. 2000, all adult members (18 or older) of a public housing resident family must:
    1. Provide documentation that they are exempt from Community Service requirement if the qualify for an exemption; and
    2. Sign a certification that they have received and read this policy and understand that if

they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.

- At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places fro signatures of supervisors, instructors, or counselors certifying to the numbers of hours contributed.
- If a family member is found to be no-compliant at re-examination, he/she and the Head of Household will sigh an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.

5. Change in exempt status:
   - If during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such.
   - If, during the twelve (12) month period, an exempt person non-exempt, it is his/her responsibility to report this to the Authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

Authority obligations

1.To the greatest extent possible and practicable, the Authority will:

Provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. (*According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be gainfully employed is not necessarily exempt from the Community Service requirement)*; and

Provide in-house opportunities for volunteer work or self-sufficiency programs.

2. The Authority will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution.

3. The Authority will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the Authority's Grievance Procedure if they disagree with the Authority's determination.

4. Noncompliance of family member:

- At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members;
- If the Authority finds a family member to be noncompliant, the Authority will enter into an agreement with the noncompliant member and the Head of Household to make up the deficient hours over the next twelve (112) month period:
- If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the noncompliant member agrees to move out of the unit;
- The family may use the Authority's Grievance Procedure to protest the lease termination.

Attachment L
Pet Policy

The Greenville Housing Authority's Pet Policy allows residents to keep a common household pet in the dwelling unit. A common household pet is described as follows:

A domesticated animal such as a dog, cat, bird, rodent (including rabbits), fish, or turtle that is traditionally kept in homes for pleasure rather than commercial purposes. This does not include snakes, lizards and other reptiles except turtles.

An additional security deposit of $150.00 plus a non-refundable Pet Fee of $300.00 must be paid at the time of the pet move-in, unless it is an assistive animal. (The Pet Fee must be paid in full). The security deposit or any part thereof may not be used for any damages incurred on the unit unless directly related to said pet.

A signed statement assigning responsibility to no less than two persons to care for the pet in the event the pet owner dies, is incapacitated, or is otherwise unable to care for the pet.

The size of the pet is limited to a maximum of twenty-five (25) pounds (adult weight), unless it is an assistive animal.

Owner of the pet will be responsible for all cleanup anywhere on the grounds or in the building. If pet owner is unable, or contact with the tenant cannot be made, a $25.00 fee for each cleanup performed by the Housing Authority will be assessed.

All pet owners must submit an up-to-date immunization record from a qualified veterinarian and must display a current license tag for said pet. Immunization records and pet license tags are to be recertified during the month of the pet owner's recertification of tenant eligibility.

Pet owner must make a bonafide effort to control fleas and ticks at all times.

Limit one pet per unit. Pet must be neutered or spayed and will be restricted to designated pet areas only. Pets will be allowed in any designated area unless accompanied by a responsible person and is restrained on a leash or similar device.

A visiting pet will not be allowed accommodations.

A pet owner is in violation of the city ordinance on animal control when his or her animal causes objectionable noises, destroys or damages the property of others.

Pet owners must comply with Housing Authority, County, State, and Federal Regulations on animal regulatory laws.

When litter boxes are in use, the pet owner will not change the litter more than twice each week and will separate pet waste from litter when disposing of same.

Inspections other than those permitted under the lease may be made after proper notification and during reasonable hours if a complaint is received in writing and the Housing Authority has reasonable grounds to believe that a nuisance or threat to health and safety of the occupants of the dwelling or surrounding area exist.

In the event of a pet rule violation, the pet owner will have up to fifteen (15) days from the date of service of the notice to cure the violation, to remove the pet or make a written request for a meeting to discuss said violation(s). The pet owner is entitled to be accompanied by another person of his or her choice. Failure to cure the violation, to request a meeting, or to appear at a requested meeting may result in termination of tenancy.

If a pet is removed due to the death or incapacity of the pet owner and the two responsible parties are contacted and are unwilling or unable to remove the pet; or cannot be contacted, the pet will be removed and placed in a pet facility for a period not to exceed thirty (30) days. The cost of the animal care shall be borne by the pet owner or his/her estate. If unable or unwilling to pay, the cost will be paid from the pet deposit.

All conditions must be met and the lease signed before admitting said pet to the dwelling unit.