

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

PHA Plans

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

June 17, 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: Gastonia Housing Authority

PHA Number: NC057

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

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2004 - 2008
[24 CFR Part 903.5]

A. Mission

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

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

The Gastonia Housing Authority is dedicated to providing this community with quality, affordable housing that is decent, safe, sanitary and in good repair and free from drugs and violent crime. We endeavor to provide livable communities that are made up of a diverse range of economic incomes so that the children of these communities have role models that are visibly striving to make economic gains for their families. We are committed to providing our residents with as many opportunities as possible to become self-sufficient. We shall do all of these things while serving our residents and neighboring citizens with the highest degree of professional courtesy, empathy and respect.

The GHA's Vision Statement is:

To provide quality housing on an interim basis to residents of diverse backgrounds, and provide financial opportunities while minimizing their economic sacrifices. We are committed to provide housing opportunities to allow residents to live in harmony and move toward self-sufficiency. We will do this by providing diverse services that will assist residents to set goals and move their families into a more favorable economic situation.

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:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score) >86
- Improve voucher management: (SEMAP score) 100
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

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

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

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

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

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2004

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan: X

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Gastonia Housing Authority (GHA) has prepared this PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements. GHA continues to use its Strategic Plan for guidance on management and operations goals and objectives.

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

The Gastonia Housing Authority is dedicated to providing this community with quality, affordable housing that is decent, safe, sanitary and in good repair and free from drugs and violent crime. We endeavor to provide livable communities that are made up of diverse range of economic incomes so that the children of these communities have role models that are visibly striving to make economic gains for their families. We are committed to providing our residents with as many opportunities as possible to become self-sufficient. We shall do all of these things while serving our residents and neighboring citizens with the highest degree of professional courtesy, empathy and respect.

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

- (1) Reduce public housing vacancies
- (2) Acquire or build affordable housing
- (3) Improve public housing and Section 8 management

- (4) Increase customer satisfaction
- (5) Renovate or modernize public housing
- (6) Increase assisted housing choices by counseling, outreach, increased Payment Standards, implement voucher and public housing homeownership programs
- (7) Provide improved living environments through deconcentration, income mixing, security improvements and modernization of public housing units.
- (8) Promote self-sufficiency and ensure equal opportunity for all residents.
- (9) Implement a Section 8 homeownership program.

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

The plans, statements, budget summary, policies, etc. set forth in the PHA Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the City of Gastonia's Consolidated Plan. Here are just a few highlights of our PHA Plan:

- The occupancy rate has dramatically increased versus the last reporting period. Last year's occupancy was 93% and this reporting period we are pleased to have reduced that amount to 97%.
- Housing needs in Gastonia cross all boundaries of low-income families, minorities, non-minorities, elderly and disabled. The Consolidated Plan and this PHA Plan combine to develop short- and long-term goals to address these issues.
- Policies and procedures are in place to address deconcentration, local preferences, the latest eligibility, admissions and occupancy requirements. Calculations show that ongoing deconcentration efforts are not necessary in any of our three family developments.

Average income per development versus GHA-wide average income is as follows:

Cameron Courts	106%
Weldon Heights	97%
Mountain View	99%

- Flat rents have been developed that strike a balance between market rental values and the need to further self-sufficiency. Payment Standards were raised in 2001 to 100% of FMR to encourage Section 8 recipients to look outside the traditionally low-income neighborhoods to reduce concentration of low-income neighborhoods.
- Capital improvements such as the planned installation of air conditioning will ensure long-term viability, curb appeal and general maintenance to preserve the housing stock and make it more competitive with private market developments in the surrounding areas.
- There is a major commitment to reduce the incidents of drugs and crime and expand resident initiatives, self-sufficiency and community services, both with allocation of staff and funding. We will continue with our highly successful drug and crime prevention program that combines youth and family services with crime data collection from the Gastonia Police Department and police office patrols in all communities. A Weed and Seed Grant that we administer will enhance this initiative.
- The GHA is a member of the North Carolina Housing Authority Directors Association that is in the process of putting together a Capital Fund Bond Pool that will enable the GHA to move forward with replacing the current inefficient heating systems in units and at the same time incorporating air conditioning systems to afford residents a greater level of comfort and also make the units more marketable.
- The Plan has considered the Resident Advisory Board comments, input from staff and residents and the City of Gastonia's Consolidated Plan.

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

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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HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

Annual Plan

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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 (nc057a01)
- FY 2002 Capital Fund Program Annual Statement (nc057b01)
 - Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

RASS Follow-up Plan (nc057d01)
Community Services Requirements (nc057e01)
Section 8 Homeownership Capacity Statement (nc057f01)
Membership of the Resident Advisory Board or Boards (nc057g01)
Pet Policy Statement (nc057h01)
Progress Report (nc057i01)
Section 8 Project-Based Assistance (nc057j01)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2003 Capital Fund Program 5 Year Action Plan (nc057c01)
- Public Housing Drug Elimination Program (PHDEP) Plan

- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (nc057k01)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

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 housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 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	Annual Plan: Rent

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Determination
x	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	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
x	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
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
		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) RASS Follow-Up Plan	Annual Plan: RASS Follow-Up
x	GHA Pet Policy	Annual Plan
x	GHA Lease	Annual Plan
x	RAB Meeting Minutes	Annual Plan

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1651	5	5	3	2	2	2
Income >30% but <=50% of AMI	1372	4	5	3	2	2	2
Income >50% but <80% of AMI	2647	3	4	3	2	2	2
Elderly	1923	5	5	3	3	2	2
Families with Disabilities	1464	5	5	3	5	3	2
White	9118	5	4	3	2	2	2

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
African-American	586	5	5	3	3	2	2
Hispanic	29	5	5	3	3	2	2
Asian	29	5	5	3	3	2	2

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: May 2000 (Annual Action Plan – 2002)
- 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
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Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)
 If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1722		315
Extremely low income <=30% AMI	1528	89%	
Very low income (>30% but <=50% AMI)	183	11%	
Low income (>50% but <80% AMI)	12	1%	
Families with children	1393	81%	
Elderly families	73	4.25%	
Families with Disabilities	255	15%	
Race/ethnicity			
White	642	37%	
Black	1074	62%	
Hispanic	22	1.3%	
American Indian	11	<1%	
Asian	3	<1%	

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

If yes:

How long has it been closed (# of months)? 7

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

Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	679		204
Extremely low income <=30% AMI	636	94%	
Very low income (>30% but <=50% AMI)	42	6%	
Low income (>50% but <80% AMI)	1	<1%	
Families with children	419	62%	
Elderly families	49	<1%	
Families with Disabilities	143	21%	
Race/ethnicity			
White	292	43%	
Black	381	56%	
Indian	3	<1%	
Asian	3	<1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	324	48%	60
2 BR	262	39%	292
3 BR	72	11%	15
4 BR	18	<3%	15
5 BR	3	<1%	0
5+ BR	0	0%	0

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

If yes:

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

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		
a) Public Housing Operating Fund	1,203,292	
b) Public Housing Capital Fund	559,787	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	6,674,571	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	250,000	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
Weed & Seed	250,000	Crime reduction
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY-2002 Capital Fund Program	10,223	Capital/management

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
FY-2003 Capital Fund Program	351,522	improvements
FY-2003 Capital Fund-Set Aside	52,588	“ “
3. Public Housing Dwelling Rental Income	641,656	PH operations
4. Other income (list below)		
Interest	21,874	PH operations
Other income	19,995	PH operations
4. Non-federal sources (list below)		
Total resources	10,035,488	PH/Section 8 operations, maintenance, modernization, community/resident services

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number) 5 – 20 depending on waiting list and rental success history
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history – including landlord references
- Housekeeping – GHA contacts previous landlords. Consults with DSS if applicant is receiving DSS case management and may visit current residence if deemed necessary.
- Other (describe)

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
 - Two
 - Three or More. This policy may be changed to comply with deconcentration requirements
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
 - Overhoused
 - Underhoused
 - Medical justification
 - Administrative reasons determined by the PHA (e.g., to permit modernization work)
 - Resident choice: (state circumstances below)

Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing

- Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

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

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

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

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

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

Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation
 Criminal and drug-related activity, more extensively than required by law or regulation
 More general screening than criminal and drug-related activity (list factors below)
1. Termination from assisted housing programs, and
2. Disallowance of assistance for monies owed GHA or any other PHA
 Other (list below)

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

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

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

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

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

(2) Waiting List Organization

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

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

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

- PHA main administrative office
 Other (list below)
1. By mail if out of state, and
2. Via e-mail for pre-application only

(3) Search Time

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

If yes, state circumstances below:

1. Medical reasons
2. If applicant can show proof that he/she is making active, reasonable efforts to find housing and housing is difficult to locate

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan
Not Used

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

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

(5) Special Purpose Section 8 Assistance Programs

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

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)
Does not apply.

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

- Through published notices
- Other (list below)
- Does not apply.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

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

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

- Market comparability study
- Fair market rents (FMR)
- 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 – family must report all changes in income/family but increases in rent do not take effect until next re-exam date. Decreases are calculated from date of notification
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below) – third-party market study/rent comparability analysis conducted in late 1999

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
 Other (list below)

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

- Success rates of assisted families
 Rent burdens of assisted families
 Other (list below)
Input from landlords, advise of Section 8 Landlord Advisory Board and market conditions

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The GHA Board of Commissioners consists of five (5) members with a Chair and Vice-Chair that make policy and review operations on a monthly meeting

basis.

The Executive Director is responsible for administration of the agency, and for implementing and enforcing policy adopted by the Board of Commissioners.

The Assistant Executive Director is responsible for the day-to-day activities of agency departments and implementing directions of the Executive Director.

There are five (5) department managers, (Senior Accounting Technician, Section 8 Supervisor, Property Management Supervisor, Maintenance Director and Community Services Director) that are responsible for supervision, policy recommendations, compliance with laws and regulations, oversight of day-to-day operations and resident services.

The Senior Accounting Technician supervises the Accounting Technician, and Collections Clerk and is responsible for budgets, payroll, accounting, insurance, leave, etc. A fee accountant supports the operation of the Finance Department.

The Section 8 Supervisor supervises three Section 8 Occupancy Specialists and one Section 8 Inspector.

The Property Management Supervisor supervises two Property Managers, one Occupancy Specialist, Receptionist, and a Public Communications Specialist. The Occupancy Specialist is responsible for maintaining the waiting list and conducting intake classes.

The Community Services Director supervises nine staff members. This department is responsible for resident services, grant writing and administration of ROSS grants.

The Maintenance Director supervises the Administrative Assistant, Maintenance Mechanics/Laborers and Force Account crew. He also supervises and implements the Capital Fund Program.

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	388	204

Section 8 Vouchers	1154	315
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	388	
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

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

- Admissions and Continued Occupancy Policy
- Check Signing Authorization Policy
- Disposition Policy
- Dwelling Lease
- Equal Housing Opportunity Policy
- Facilities Use Policy
- Funds Transfer Policy
- Grievance Procedure Policy
- Hardship Exemption Policy
- Housekeeping Policy
- Maintenance Policy
- Pest Control Policy
- Pet Policy
- Procurement Policy
- Rent Collection Policy
- Resident Initiatives Policy
- Screening and Eviction Policy

Statement of Policy Governing Capitalization of Fixed Assets
Statement of Policy Governing Depreciation of Fixed Assets
Trespass Policy
Section 504 Plan

(2) Section 8 Management: (list below)
Administrative Plan for the Section 8 Certificate and Voucher Programs
Check Signing Authorization Policy
Equal Housing Opportunity Policy
Funds Transfer Policy

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment(nc057b01)

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (nc057c01)

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

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

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

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

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name: Weldon Heights	
1b. Development (project) number: NC057-1	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input checked="" type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other	

than conversion (select one)

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

- a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

The program has not been determined at this time

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 05/02/02

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Parenting skills	259	Volunteer	Site community building	Public housing
Budgeting skills	45	Volunteer	Site community building	Public housing
Nutrition skills	30	Volunteer	Site community building	Public housing

Computer skills	10	Volunteer	Site community building	Public housing
Homeownership	10	FSS / volunteer	Main office / SCB	Section 8
Strengthen families	10	Volunteer	Site community building	PH and S8

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 3/11/2002)
Public Housing	0	25
Section 8	0	5

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments – Mountain View and Weldon Heights
- 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 – Mountain View and Weldon Heights
- Other (describe below)

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

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

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

Cameron Courts, Weldon Heights, Mountain View, Linwood Terrace

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)
GHA is receiving monthly crime data from the Gastonia Police Department
Police patrols have been established in all developments
A consultant is providing technical assistance with policies and procedures
Purchased an adjacent property where drugs dealing was prevalent

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

Cameron Courts, Weldon Heights, Mountain View, Linwood Terrace

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services – agreements with individual officers
- Other activities (list below) GHA and City of Gastonia have received Weed and Seed Official Recognition and will apply for a Weed & Seed competitive grant. GHA will also apply for a ROSS grant

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

Cameron Courts, Weldon Heights, Mountain View, Linwood Terrace

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2002 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

GHA Pet Policy is included under List of Supporting Documents Available for Review

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and

other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment (nc057d01)
- Provided below:

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

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

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

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

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
 Candidates could be nominated by any adult recipient of PHA assistance
 Self-nomination: Candidates registered with the PHA and requested a place on ballot
 Other: (describe) Appointed by Mayor: Phyllis Murriel – Appointed 3/2002
Expires 6/30/2007

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 Gastonia, NC
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
Implementation of a Section 8 Homeownership Program
Request additional Housing Choice or Special Vouchers if available.

Other: (list below)

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

The City of Gastonia is committed to working with the Gastonia Housing Authority in the identification of housing needs.

The Consolidated Plan contains language that the City recognizes our CGP Annual and 5-Year CGP Plans. It goes on to state that the “City fully supports the GHA in their five-year planning process and their plan is incorporated into this document [Consolidated Plan] by reference.” GHA fully expects the City to provide the same level of support for this PHA Plan.

D. Other Information Required by HUD

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

Gastonia Housing Authority Definition of “Substantial Deviation” and “Significant Amendment or Modification”

The Gastonia Housing Authority, to meet the requirement of 24CFR 903.7 (r) and PIH Notice 99-51, pertaining to “Substantial Deviation” and “Significant Amendment or Modification” offers 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 Five-Year Action Plan and Annual Plan.
- D. Any change 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 cause changes in the services provided to residents or significant changes to the Agency's financial situation will be documented in subsequent Agency Plans.

Any 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.

Attachments

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

**PHA Plan
Table Library
(See Attachments nc057b and nc057c)**

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

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

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

Original Annual Statement

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

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

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

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

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

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

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

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

**THE
GASTONIA HOUSING
AUTHORITY**

**DECONCENTRATION POLICY
May 2000**

ADMISSIONS POLICY FOR DECONCENTRATION

PURPOSE

The purpose of this policy is to ensure acceptable deconcentration and income mixing of developments occupied predominately by families with children. It is intended to complement the Deconcentration of Poverty and Income Mixing language found in GHA's Admissions and Occupancy Policy.

BACKGROUND

The Board of Commissioners formally adopted a revision to the Admissions and Occupancy Policy on June 14, 1999 pertaining to deconcentration and income mixing of all developments. This action formalized GHA's long-standing policy of not concentrating higher- or lower-income households in any one development. This policy provides additional guidance to staff in the continued implementation of deconcentration and income mixing.

STATEMENT ON DECONCENTRATION AND INCOME MIXING

It is the policy of the Gastonia Housing Authority to promote and encourage deconcentration and income mixing in all developments. Further, the Gastonia Housing Authority has in the past adhered to the policy of deconcentration and mixed incomes developments and is committed to continuing this policy in the future.

DEFINITIONS

Deconcentration of poverty – the process of selecting families for admission to developments occupied predominately by families with children to prevent the concentration of lower-income or higher income households in any specific development.

Income-mixing – the process of selecting families to ensure that a mix of households with a full range of incomes is housed in any specific development.

Development – For the purposes of this policy, development means any development occupied predominately by families with children.

Average authority-wide household income – Housing authority-wide average income of all households in all developments. Total of household incomes divided by total number of households in all developments.

Average household income - Average income of all households in any specific development. Total of household incomes divided by total number of households in that development.

Higher-income development – Development with an average family income over the average GHA household income.

Lower-income development - Development with an average family income below the average GHA household income.

PROCEDURES

Staff will monitor the admissions of families on an ongoing basis to prevent the concentration of higher- or lower-income families in any development.

The average authority-wide household income and average household incomes for each development will be reviewed biannually. A determination will be made as to the existence of higher-or lower-income developments and addressed accordingly.

If the biannual review of average household income for each individual development indicates that the average income of any development is above or below the average authority-wide household income by more than 15 percent, actions as described below will be taken

- Skipping over certain families on the waiting list based on income;
- Taking appropriate affirmative marketing actions;
- Reviewing procedures to determine if additional applicant consultation and dissemination of information is required; and/or
- Providing additional supportive services and amenities.

**Annual Statement/Performance
and Evaluation Report**

**U.S. Department of Housing
and Urban Development**

Part I: Summary

Office of Public and Indian Housing

Comprehensive Grant Program (CGP)

OMB approval No. 2577-0157 (Exp. 7/31/98)

HA Name Gastonia Housing Authority				Comp Grant Number	FFY of Grant Approval 2004
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement/Revision Number <input type="checkbox"/>	
<input type="checkbox"/> Final Performance & Evaluation Report		<input type="checkbox"/> Performance & Evaluation Report for Program Year Ending <input type="checkbox"/>			
Line #	Summary by Development Accounts	Total Estimated Cost		Total Actual Cost ()	
		Original	Revised ()	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 19)				
3	1408 Management Improvements	55,000.00			
4	1410 Administration	55,978.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Cost	27,400.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	124,709.00			
10	1460 Dwelling Structures	134,700.00			
11	1465.1 Dwelling Equipment-Nonexpendable	38,400.00			
12	1470 Nondwelling Structures	102,600.00			
13	1475 Nondwelling Equipment	21,000.00			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of line 19)				
19	Amount of Annual Grant (Sum of lines 2-18)	559,787.00			
20	Amount of Line 19 related to LBP Activities				
21	Amount of Line 19 related to Section 504 Compliance				
22	Amount of Line 19 related to Security	100,000.00			
23	Amount of Line 19 related to Energy Conservation Measures				
(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance & Evaluation Report					
Signature of Executive Director and Date X				Signature of Public Housing Director/Office of Native American Programs Administrator and Date X	

**Annual Statement/Performance
and Evaluation Report**

Part II: Supporting Pages

Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**

Office of Public and Indian Housing

OMB approval No. 2577-0157 (Exp. 7/31/98)

Development Number/Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ()
				Original	Revised ()	Funds Obligated ()	Funds Expended ()	
<u>HA-Wide Management Improvements</u>	A. Administrative Training	1408	LS	5,000.00				
	B. Maintenance Skills Training	1408	LS	5,000.00				
	C. Resident Initiatives Program	1408	LS	40,000.00				
	D. Computer Software Upgrade	1408	LS	5,000.00				
	Subtotal				55,000.00			
<u>HA-Wide Administrative Cos</u>	A. Partial Funding for GHA staff involved in CFP Program	1410	LS	55,978.00				
	Subtotal				55,978.00			
<u>HA-Wide Fees & Cost NC57-1B Weldon Heights NC57-1A Cameron Courts</u>	A. Asbestos Abatement Monitoring	1430	LS	3,600.00				
	B. A&E Fees	1430	LS	4,500.00				
	C. Criminal/Drug Reduction Process	1430	LS	10,000.00				
	D. A&E Fees	1430	LS	9,300.00				
	Subtotal				27,400.00			

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance & Evaluation Report

Signature of Executive Director and Date Signature of Public Housing Director/Office of Native American Program Administrator and Date

**Annual Statement/Performance
and Evaluation Report**

Part II: Supporting Pages

Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Development Number/Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ()
				Original	Revised ()	Funds Obligated ()	Funds Expended ()	
Site Improvement								
NC 57-3 Linwood Terrace	A. Sidewalk Replacement & Handicap Ramps	1450	2400 SF	14,500.00				
NC 57-1B Weldon Heights	A. Retaining Wall Replacement	1450	115 L FT	7,200.00				
	B. Sanitary Sewer & Water Replacement	1450	4800 L FT	100,000.00				
NC 57-1C Mountain View	A. Storm Drain Installation	1450	150 L FT	3,009.00				
	Subtotal			124,709.00				
Dwelling Structures								
NC 57-1C Mountain View	A. Duct Cleaning	1460	300	21,000.00				
	B. Paint Exteriors	1460	65	20,000.00				
	C. Repair/Install Bath Floors	1460	18	36,000.00				
	D. New Floor Tile & Base	1460	20	7,200.00				
	E. Interior Painting	1460	50	33,750.00				
	F. Abate Asbestos Floor Tile	1460	6%	16,750.00				
-	Subtotal			134,700.00				
Dwelling Equipment								
NC 57-1B Weldon Heights	A. Ranges	1465.1	24	9,000.00				
	B. Refrigerators	1465.1	24	7,000.00				
	C. Water Heaters	1465.1	12	3,600.00				
	D. Replace Furnaces	1465.1	4	18,800.00				
-	Subtotal			38,400.00				

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance & Evaluation Report

Signature of Executive Director and Date Signature of Public Housing Director/Office of Native American Program Administrator and Date

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) Part III: Implementations Schedule

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for revised target Dates ²	
	Original	Revised ¹	Actual ²	Original	Revised ¹	Actual ²		
NC 57-1A Cameron Courts	09/30/06			09/30/08				
NC57-1B Weldon Heights	09/30/06			09/30/08				
NC 57-1C Mt. View	09/30/06			09/30/08				
NC 57-3 Linwood Terrace	09/30/06			09/30/08				
HA-Wide	09/30/06			09/30/08				
Signature of Executive Director				Date (mm/dd/yyyy)			Signature of Public Housing Director	
							Date (mm/dd/yyyy)	

¹To be completed for the Performance and Evaluation Report or a Revised Annual Statement

²To be completed for the Performance and Evaluation Report

Capital Fund Five-Year Action Plan
Part I: Summary

PHA/IHA Name Gastonia Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No.				
Development Number / Name / HA-Wide	Year 1 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FFY: 2004	Work Statement for Year 3 FFY Grant: 2006 PHA FFY: 2005	Work Statement for Year 4 FFY Grant: 2007 PHA FFY: 2006	Work Statement for Year 5 FFY Grant: 2008 PHA FFY: 2007	
NC57-1A Cameron Courts	Annual Statement	\$233,309.00	\$36,449.00	\$0.00	\$0.00	
NC57-1B Weldon Heights		\$113,750.00	\$213,600.00	\$33,600.00	\$0.00	
NC57-1C Mt. View		\$31,600.00	\$109,760.00	\$358,760.00	\$0.00	
NC57-3 Linwood		\$0.00	\$0.00	\$0.00	\$331,009.00	
GHA Wide		\$0.00	\$0.00	\$0.00	\$0.00	
Physical Improvements Subtotal			\$378,659.00	\$359,809.00	\$392,360.00	\$331,009.00
Management Improvements Subtotal			\$58,000.00	\$58,000.00	\$58,000.00	\$58,000.00
Nondwelling Structures and Equipment			\$35,000.00	\$40,000.00	\$32,600.00	\$95,000.00
Administration			\$55,978.00	\$55,978.00	\$55,978.00	\$55,978.00
Other			\$32,150.00	\$46,000.00	\$20,849.00	\$19,800.00
Operations			\$0.00	\$0.00	\$0.00	\$0.00
Demolition			\$0.00	\$0.00	\$0.00	\$0.00
Replacement Reserves			\$0.00	\$0.00	\$0.00	\$0.00
Mod used for Development			\$0.00	\$0.00	\$0.00	\$0.00
Total CFP Funds (Est.)		\$559,787.00	\$559,787.00	\$559,787.00	\$559,787.00	
Total Replacement Housing Factor Funds		\$0.00	\$0.00	\$0.00	\$0.00	
Grand Total		\$559,787.00	\$559,787.00	\$559,787.00	\$559,787.00	
Signature of Executive Director X		Date				

**Capital Fund Five-Year Action Plan
Part I: Summary (Continuation)**

PHA/IHA Name The Housing Authority of the City of Gastonia		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No.			
Development Number / Name / HA-Wide	Year 1 2002	Work Statement for Year 2 FFY Grant: 2003 PHA FFY: 2002	Work Statement for Year 3 FFY Grant: 2004 PHA FFY: 2003	Work Statement for Year 4 FFY Grant: 2005 PHA FFY: 2004	Work Statement for Year 5 FFY Grant: 2006 PHA FFY: 2005
	Annual Statement				
Physical Improvements Subtotal					
Management Improvements Subtotal					
Nondwelling Structures and Equipment					
Administration					
Other					
Operations					
Demolition					
Replacement Reserves					
Mod used for Development					
Total CFP Funds (Est.)					
Total Replacement Housing Factor Funds					
Grand Total					
Signature of Executive Director X		Date			

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 2004	Activities for Year: Two			Activities for Year: Three			
	FFY Grant: 2005			FFY Grant: 2006			
	PHA FY: 2004			PHA FY: 2005			
	Major Work Category	Quantity	Estimated Cost	Major Work Category	Quantity	Estimated Cost	
See Annual Statement	Dwelling Structures 1460 NC 57-1A Cameron Courts			Dwelling Structures 1460 NC 57-1B Weldon Heights			
	Roofing Replacement	625 SQS	\$65,625.00	Roofing Replacement	1320 SQS	\$138,600.00	
	Cabinet Replacement	10	\$25,000.00	Cabinet Replacement	10	\$25,000.00	
	Washing Machine Drain Replacement	LS	\$20,000.00	Washing Machine Drain Replacement	LS	\$20,000.00	
	Subtotal of Estimated Cost		\$110,625.00	Subtotal of Estimated Cost		\$183,600.00	
	Dwelling Structures 1460 NC 57-1B Weldon Heights			Dwelling Structures 1460 NC 57-1C Mountain View			
	Abate & Replace Asbestos Floor Tile	12	\$60,000.00	Abate & Replace Asbestos Floor Tile	12	\$60,000.00	
	Interior Painting	50	\$33,750.00	Interior Painting	50	\$34,760.00	
	Exterior Painting	40	\$20,000.00	Exterior Painting	30	15000	
	Subtotal of Estimated Cost		\$113,750.00	Subtotal of Estimated Cost		\$109,760.00	
Subtotal of Estimated Cost		\$0.00	Subtotal of Estimated Cost		\$0.00		
Subtotal of Estimated Costs			\$493,187.00	Subtotal of Estimated Costs			\$487,210.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 2004	Activities for Year: Two			Activities for Year: Three			
	FFY Grant: 2005			FFY Grant: 2006			
	PHA FY: 2004			PHA FY: 2005			
	Major Work Category	Quantity	Estimated Cost	Major Work Category	Quantity	Estimated Cost	
See Annual Statement	Dwelling Equipment 1465.1			Dwelling Equipment 1465.1			
	NC 57-1C Mountain View			NC 57-1A Cameron Courts			
	Ranges	24	\$9,000.00	Ranges	24	\$9,300.00	
	Refrigerators	24	\$7,000.00	Refrigerators	24	\$7,217.00	
	Water Heaters	12	\$3,600.00	Water Heaters	12	\$3,700.00	
	Relace Furnaces	12	\$12,000.00	Relace Furnaces	12	\$12,360.00	
	Subtotal of Estimated Cost		\$31,600.00	Subtotal of Estimated Cost		\$32,577.00	
	HA Wide Non Dwelling Equipment 1475			HA Wide Non Dwelling Equipment 1475			
	Upgrade Computer Equipment	LS	\$5,000.00	Upgrade Computer Equipment	LS	\$5,000.00	
	Maintenance Equipment	LS	\$30,000.00	Maintenance Equipment	LS	\$35,000.00	
Subtotal of Estimated Cost		\$35,000.00	Subtotal of Estimated Cost		\$40,000.00		
Subtotal of Estimated Costs			\$559,787.00	Subtotal of Estimated Costs			\$559,787.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 2004	Activities for Year: Four			Activities for Year: Five			
	FFY Grant: 2007			FFY Grant: 2008			
	PHA FY: 2006			PHA FY: 2007			
	Major Work Category	Quantity	Estimated Cost	Major Work Category	Quantity	Estimated Cost	
See Annual Statement							
		Subtotal of Estimated Cost		\$0.00	Subtotal of Estimated Cost		\$0.00
		HA Wide Management Improvements 1408			HA Wide Management Improvements 1408		
		Computer Software Upgrade	LS	\$5,000.00	Computer Software Upgrade	LS	\$5,000.00
		Administration Training	LS	\$5,000.00	Administration Training	LS	\$5,000.00
		Maintenance skills Training	LS	\$5,000.00	Maintenance skills Training	LS	\$5,000.00
		Asbestos Training Update	LS	\$3,000.00	Asbestos Training Update	LS	\$3,000.00
		Resident Initiatives Program	LS	\$40,000.00	Resident Initiatives Program	LS	\$40,000.00
		Subtotal of Estimated Cost		\$58,000.00	Subtotal of Estimated Cost		\$58,000.00
		HA Wide Administration 1410			HA Wide Administration		
	Partial Funding for Staff in CFP Program	LS	\$55,978.00	Partial Funding for Staff in CFP Program 1410	LS	\$55,978.00	
	Subtotal of Estimated Cost		\$55,978.00	Subtotal of Estimated Cost		\$55,978.00	
	Subtotal of Estimated Costs		\$113,978.00	Subtotal of Estimated Costs		\$113,978.00	

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1 2004	Activities for Year: Four			Activities for Year: Five		
	FFY Grant: 2007			FFY Grant: 2008		
	PHA FY: 2006			PHA FY: 2007		
	Major Work Category	Quantity	Estimated Cost	Major Work Category	Quantity	Estimated Cost
See Annual Statement	Dwelling Equipment 1465.1-NC 57-1B Weldon Heights			Dwelling Equipment 1465.1		
	Ranges		\$6,000.00	NC 57-03 Linwood Terrace		
	Refrigerators		\$8,400.00			
	Water Heaters		\$7,200.00	Ranges	100	\$25,000.00
	Furnaces	12	\$12,000.00	Refrigerators	100	\$35,000.00
	Subtotal of Estimated Cost		\$33,600.00	Subtotal of Estimated Cost		\$60,000.00
	Non-Dwelling Equipment 1470			Non-Dwelling Equipment 1470		
	NC 57-1C Mountain View			NC 57-1A Cameron Courts		
	Replace Community Building HVAC	1	\$7,600.00	Replace Community Building HVAC	5	\$25,000.00
	Upgrade Computer Equipment	LS	\$5,000.00			
Maintenance Equipment	LS	\$20,000.00	NC 57-1D Linwood Terrace			
			Replace Community Building HVAC	3	\$15,000.00	
Subtotal of Estimated Cost		\$32,600.00	Subtotal of Estimated Cost		\$40,000.00	
			Non-Dwelling Equipment 1475			
			Upgrade Computer Equipment	LS	\$25,000.00	
			Maintenance Equipment	LS	\$30,000.00	
Subtotal of Estimated Cost		\$0.00	Subtotal of Estimated Cost		\$55,000.00	
Subtotal of Estimated Costs			\$559,787.00	Subtotal of Estimated Costs		
Subtotal of Estimated Costs			\$559,787.00	Subtotal of Estimated Costs		

GASTONIA HOUSING AUTHORITY
Resident Survey Follow-Up Plan
FY 2004

The Gastonia Housing Authority (GHA) has developed the following RASS Follow-Up Plan in response to the results of the Resident Assessment Survey for the year 2003.

Neighborhood Appearance – Score 65.5%

GHA Present Activities:

Currently the GHA employs a full-time laborer who dedicates eight hours per day removing refuse from all sites and maintains each of the four GHA locations in very good condition.

In conjunction with the City of Gastonia Weed and Seed Program the GHA began an annual Spring Cleanup that included residents of public and private housing.

We are continuing the practice of cleaning and painting the exteriors of all buildings.

GHA Proposed Activities:

Funding has been allocated within the GHA Capital Fund Programs for landscaping improvements, parking lot resurfacing/sealing and striping.

We will continue our aggressive efforts to maintain all of our properties in the very best condition.

Target Date for Completion:

The above indicated activities will begin in Summer, 2004 and continue into the Fall.

ACTION PLAN
FOR THE
COMMUNITY SERVICES PROGRAM

SUBMITTED BY:

THE GASTONIA HOUSING AUTHORITY

October 1, 2000

Updated: 06/09/04

COMMUNITY SERVICES PROGRAM

- I. Program Summary, Goals and Objectives
- II. Family Demographics
- III. Number of Residents Required to Participate
- IV. Program Incentives
- V. Outreach Efforts and Orientation
- VI. Program Requirements
- VII. Scope of Activities and Supportive Services
- VIII. Identification of Support Needs
- IX. Program Termination and Grievance Procedures
- X. Assurance and Non-Interference
- XI. Implementation Timetable

XII. Certification of Coordination

Program Summary

In compliance with the New Community Service and Self-Sufficiency Requirements for Public Housing, the Gastonia Housing Authority has developed a plan of action to meet this mandate. The Community Services Director will implement the program with the assistance of the ROSS Case Managers and the FSS Coordinator. The Residents Council will provide appropriate assistance as needed.

The overall goal is to establish a community service program that allows for full compliance with the HUD requirements for eight hours (8) per month for community service, self-sufficiency activities or a combination of both. This plan offers two components from which residents will be able to choose. It is believed that this level of flexibility will promote program participation and compliance. These components are (1) Intense Job Skills and Training Program provided through the Resident

Opportunity Self-Sufficiency (ROSS) Resident Service Delivery Model-Family Self Sufficiency (FSS) program and (2) Community/Volunteer Service.

Program Goals/Objectives:

- Establish a community service program that
- Provide comprehensive information to the residents in Public Housing regarding this mandate and their obligations to participate or whether they have exemption status.
- Engage residents in meaningful community service and self-sufficiency activities that will improve their economic and social statuses and that of their neighbors.
- Promote a sense of community inclusion and cooperation between the residents and the community at large.
- Establish interagency partnerships to ensure adequate and appropriate community service and training opportunities. This will involve securing commitments from public and private resources in the community.
- Develop a system of accountability and compliance of participants and community service providers to promote long-term program success and effectiveness.
- Provide written documentation of resident compliance annually.
- Assess overall quality of program to identify ongoing and future program needs.
- Enhance the employability of program participants by offering opportunities geared towards job placement.
- Provide guidance and support to residents participating in the program to help overcome any identified barriers to participation.
- Establish cooperative working relationships with the local businesses in the community.

Resident Objectives:

- Maintain their resident status by fully complying with the mandate.

- Achieve a greater level of self-motivation, self-esteem, self-discipline and self-sufficiency by engaging in rewarding activities that will allow them to be of service to others in the community.
- Enhance employment skills that may lead to long-term gainful employment and self-reliance.

Family Demographics:

The Gastonia Housing Authority’s Public Housing program currently consists of 400 units. Of the 400 units, residents occupy 398 units and 2 are designated sub-stations. The Authority’s Community Service Program will identify those residents in public housing who are required to participate as outlined in the statute.

The demographics of the Public Housing population is outlined below:

Units:

Total Number of Public Housing Units	400
Total Number of Occupied Units	395
Cameron Court	65
Weldon Heights	122
Mountain View	108
Linwood Terrace	100

Families:

Total Number of Families	395
Total Number of Elderly Residents	124
Total Number of Handicapped/Disabled Residents	161
Total Number of Female Head of Household	341
Total Number of Male Head of Household	54
Total Number of Single Parent Heads	205
Total Number of Residents	911

Age, Sex, and Race:

Number of Females	612
Number of Males	299
0–5 Years Old	216
6–12 Years Old	165
13–18 Years Old	94
18 Years and Older	436
African-American Residents	732
Caucasian Residents	171
Hispanic Residents	8

Income:

TANF	37
SSI	79
SS	161
VA Retirement	4
Wage Earners	104
Voluntary Child Support	22
Involuntary Child Support	2
Unemployment Benefits	3
Other	4
Other Non-Wage	1
No Income	40

Number of Residents Required to Participate

Based on the criteria of the statute and the recorded demographics, there are 46 (forty-six) residents who are required to participate in the community service program.

Program Incentives

This is an unfunded, mandated program, so therefore participation is not optional. While there will be no tangible program incentives, the consequences of non-compliance and the intrinsic value of self-improvement and economic success will be highlighted in an effort to motivate the resident to take advantage of an opportunity towards self-sufficiency. In many instances, community/volunteer service can lead to gainful employment.

Outreach Efforts and Orientation

To keep all of our residents abreast of the laws that affect them, a written summary of this statute will be mailed to each of the 398 units. This summary will include a synopsis of the law, consequences for non-compliance and the individual participation status and responsibilities along with specific procedures to follow for the certification process.

For example, residents who qualify for the exemption status will be provided with detailed information regarding what documents, if any, that are necessary for certification. It will be required that any change in resident exemption status be reported immediately to the GHA for the proper follow up and re-certification/verification process. The information will also include cut-off dates for compliance. Similarly, those residents who will be required to participate in the program will be provided the dates and times for the mandatory orientation meeting. Additionally, a list of all the community service providers and the volunteer profile sheet will be included in the first mailing to allow the resident an opportunity to begin the process of choosing the program component(s) they wish to pursue.

To facilitate resident convenience, peer support and to ensure that each participant is appropriately and adequately informed about his or her

responsibilities under this statute, a mandatory orientation meeting will be held at each site. During the meeting, the following items will be addressed:

1. Individual Requirements under this statute.
2. The benefits of compliance.
3. The consequences of non-compliance.
4. Choosing a program component and community resource provider.
5. Liability
6. Certification of compliance.
7. Program Termination.
8. Grievance Procedure.

Program Requirements

It is the sole responsibility of the resident to secure appropriate placement and involvement with either the intense job skills training program, the community/volunteer service program or a combination of both. It is recommended that the resident choose a pre-approved provider **from** the list to avoid being placed in hazardous conditions or inappropriate (political activity) service activities.

The GHA will not assume any liability for any action arising out of the resident's involvement in this community service program. The resident's involvement with this program is not to be construed as an employment relationship with the GHA and/or the community service provider.

The GHA will provide to the resident a list of approved community service providers, a description of the services that they provide and the name and number of the resource contact.

The resident is responsible to ensure that their participation is accurately verified and submitted at the appropriate time. Any changes in program status are to report to the Community Service Assistant for proper tracking. To further ensure proper tracking of resident compliance and to maintain a positive relation with the community service providers, the

provider will be given a form to notify the GHA of any problems, concerns or changes in participant status.

For those individuals choosing the job skills training program, the number of hours spent in each session will count towards the eight-hour minimum per month. This will allow the resident some flexibility in continuing with an active job placement program if employment has not been obtained by the conclusion of the job skills training program. In the event employment has not been secured by the time the accrued time has been expended, the resident will be required to complete the eight-hour monthly requirement of community/volunteer service.

At the point of the annual verification of participation, the resident is responsible for ensuring that the proper documentation of compliance is received and submitted to the GHA. No self-certifications will be allowed. Written documentation of the number of hours of participation must be received in writing form the certifying agency.

Scope of Activities and Supportive Services

Commitments of participation have been secured with the following agencies to provide the Intense Job Skills Training and the Community/Volunteer Service Placements:

Job Skills Training & Placement

Name of Agency	Contact	Telephone Number
Gaston College Life Skills	Allen Chambers	704-922-6545
1. Goodwill Industries	Joy Fortune	704-332-0303
2. Work Investment Act	Lisa Buser	704-862-7500
3. Job Links	Carolyn Helms	704-853-5328
4. Highland Family Resource Centers	Lisa Sido	704-866-9552

Community/Volunteer Service

Agency	Description of Services
1. Boy Scouts of America	Provides character development, leadership and citizenship skills to boys.
2. Erwin Center Library	Public access to books, periodicals and other resource materials.
3. Gaston Boys and Girls Club	Provides social, educational, cultural and recreational activities for boys and girls ages 6–18.
4. Gaston Community Action	Offers various resources to reduce poverty or lessen its affects through self- sufficiency programs.
5. Gastonia YMCA	Family childcare, fitness, sports, aquatics
6. HH Beam Elementary	Educational and social training
7. Highland Family Resource	Professional counseling for individuals/families, enrichment education programs.
8. Hunter Huss	Educational and social training.
9. Lingerfeldt Elementary	Academic instruction and social guidance
10. Main Library	Provides public access to books, periodicals and audio–visual aids.
11. Meals on Wheels	Provides hot meals to elderly and disabled.
12. Mountainview Boys & Girls Club	Recreational and social activities for boys & girls.
13. Rhyne Elementary	Educational and social guidance.
14. Salvation Army	Programs geared towards moral, spiritual, physical and social normalcy.
15. Schiele Museum	Public displays of cultural and historical events.
16. SOS	After school intervention program.
17. Success, Inc.	After school intervention program.
18. The Shelter	Provides emergency lodging and support for abused and displaced families.
19. West Gastonia Boys/Girls Club	Recreational, and social programming for boys and girls.
20. Woodhill Elementary	Academic and social guidance.

21. Weldon Heights Community Center.	After school reading program for K-6.
22. Gaston Academy of the Arts, Inc. (Cameron Courts)	After School Culture Arts Program
23. Mt. View Family Resource Center	Resource center for Children 0-5 and parents, to receive skills will their child is being watch by attendant.

Identification of Support Needs

The participants will work with the Community Service Specialist and the Community Service Assistant who are employed by the GHA.

The Community Service Assistant will:

- Follow-up to determine that all participants have been informed of their obligations and have been provided with the proper orientation materials and resources.
- Determine the level of compliance of the resident sixty days prior to the expiration of the lease.
- Provide written notification at least thirty days prior to the expiration of the lease to any resident who has been verified to be non-compliant with this mandate.

Program Termination Procedure:

If the community service provider chooses to terminate the relationship with the resident, the resident will be responsible for securing a new and acceptable placement.

The following are reasons for termination of the Community Service Program/Placement:

- Failure to complete the required number of monthly work or self-sufficiency activities.
- Inappropriate or abusive behavior.
- The resident's withdrawal from public housing.

Grievance Procedure

Grievances must be submitted to the GHA in writing. The informal hearing procedures will be utilized per the Public Housing Grievance Procedure.

Assurance and Non-Interference

The Housing Authority assures that all residents will be duly informed of their responsibilities under this statute and that the proper documentation and follow-up will be made to accurately verify and report compliance.

Each community service provider will be given an opportunity to provide feedback of their experiences with the program inclusive of any recommendations in order that the GHA can adequately assess the effectiveness of the program and to identify long-term and ongoing program needs.

Implementation Timetable

Outreach efforts and follow-up will be implemented upon approval of the proposed plan.

Certification of Coordination:

The Housing Authority will coordinate all services with the aid of the Public Housing Division to ensure implementation and to maintain the integrity of all data collected.

Section 8 Homeownership Capacity Statement

The Gastonia Housing Authority has completed its Section 8 Homeownership Program documents in partnership with the City of Gastonia Community Development Department, Fannie Mae North Carolina Partnership Office and Wachovia Bank. The plan envisions a two-mortgage model whereby Wachovia will make first mortgage loans and the City of Gastonia will make subordinated second mortgage loans to qualified applicants (currently receiving a Section 8 HCV). FNMA has agreed to purchase the loans originated by Wachovia and other banks.

The Executive Director served on a Section 8 Homeownership Task Force comprised of representatives from HUD, Fannie Mae, Freddie Mac, North Carolina Housing Finance Agency, NC Division of Community Assistance, city and county representatives, lenders, public housing authorities, etc. A consultant was hired to prepare a report based on the input and outcome of this task force. The result was the report Section 8 Homeownership Program, A Model for North Carolina Communities. The Gastonia Housing Authority has used this report in conjunction with City of Gastonia program information, Wachovia criteria and FNMA underwriting criteria in establishing its Section 8 Homeownership Program.

The Executive Director has completed the professional certification program from the National Development Council (NDC) Housing Development Finance Program. This certification program focused on the financing of affordable housing projects in real communities. The three-part series consisted of HD-410, Single Family Home Ownership Finance, HD-420, Multi-family Housing Development Finance and HD-430, Housing Development Finance, Problem Solving and Deal Structuring. The Executive Director will pursue the National Development Council (NDC) Housing Economic Development Program in 2003.

The Executive Director has participated in meetings with Wachovia and FNMA that have defined lender and servicer commitments that will utilize the FNMA MyCommunityMortgage pilot program underwriting criteria.

An Executive Director has been hired to lead Gaston Housing Initiative, the not-for-profit corporation set up by GHA to develop housing in Gaston County. Ms. Carolyn Wooten has many years of experience in housing development and will provide technical assistance in setting up and implementing the GHA Section 8 Program.

As part of this program, the Gastonia Housing Authority Section 8 Homeownership Program will require a minimum contribution of 1 percent or \$500, whichever is less from the borrower's own funds. Fannie Mae underwriting criteria will be used to qualify the borrower based on housing expenses to income, monthly income to expenses and creditworthiness. Fannie Mae uses the ratio of 41 percent for both housing expenses to income and monthly income to expenses.

The issue of mortgage models was addressed in the Task Force. Two models were developed, the one-mortgage model and the two-mortgage model. The Gastonia Housing Authority and FNMA have discussed these models in detail and believe that a small number of loans can be made using the two-mortgage model assuming a subordinated second mortgage from the City of Gastonia. This second mortgage would be a low interest loan that can be repaid from the Housing Assistance Payment.

The Executive Director has developed the Administrative Plan revision for the program. This Plan is currently in review by both FNMA and Wachovia Bank. It is expected that the program will be introduced during May or June of 2003.

The Gastonia Housing Authority has held many discussions and meetings with the City of Gastonia's Community Development Division regarding housing counseling, finance and first time homebuyer down payment assistance. Gastonia Housing Authority will use the city's existing homeownership counseling program for its Section 8 Homeownership Program.

The Section 8 and Community Services staff will attend HUD-sponsored Section 8 Homeownership training when it is offered. If not offered before the program is established, staff will attend training from a national training provider.

The Gastonia Housing Authority will apply for funding of a Section 8 FSS Coordinator through the fiscal year 2002 SuperNOFA. A FSS Program for public housing has been active for the past year and a Section 8 FSS program has been established. The Section 8 FSS Coordinator will assume responsibilities for this program.

Given the above activities, the Gastonia Housing Authority is fully capable of developing and administering a Section 8 Homeownership Program.

SECTION-8					
NAME	ADDRESS	CITY	STATE	ZIP	PHONE NUMBER
VIRGINIA LEE	410 S. WELDON ST	GASTONIA	NC	28052	704-852-4398
MIKE WITHERS	914 H. DAVIS AVE	GASTONIA	NC	28052	704-864-8195
JANET GORDON	550 S. BOYD ST.	GASTONIA	NC	28052	704-862-0161
LILLIE GRAY	216 WELCH AVE., APT A	GASTONIA	NC	28052	704-867-3305
SERLINA MCLAUGHLIN	1802 ALPINE DR	KINGS MTN	NC	28086	704-730-9692

Pet Policy Statement

The Gastonia Housing Authority (GHA) allows for pet ownership in its developments with the written pre-approval of the Housing Authority. In exchange for this right, the resident assumes full responsibility and liability for any action and damages of the pet and agrees to hold the Gastonia Housing Authority harmless from any claims caused by and action or inaction of the pet.

One common household pet is allowed and must be registered at the main administrative office of GHA. At the time of registration, the resident must make a refundable deposit of \$150. A separate non-refundable nominal fee of \$200, which may be paid in installments of \$50.00.

The types of pets allowed are as follows:

1. Dogs – Maximum number: 1, maximum adult weight: 20 pounds, maximum Height: 12” must be housebroken, spayed or neutered, have all required Inoculations and licensed as specified now or in the future by State law and local ordinance.
2. Cats – Maximum number: 1, must be spayed or neutered, have all required Inoculations, trained to use a litter box or other waste receptacle, licensed as specified now or in the future by State and local ordinance.
3. Birds – Maximum number: 1, must be enclosed in a cage at all times.
4. Fish – Maximum aquarium size: 10 gallons must be maintained on an approved stand.
5. Rodents (Rabbit, guinea pig, hamster, or gerbil ONLY) – Maximum number: 1, must be enclosed in an acceptable cage at all times, have any and all inoculations as specified now or in the future by State law or local ordinance
6. Turtles – Maximum number: 1, must be enclosed in an acceptable cage or container at all times.

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner’s unit and surrounding areas.

Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises.

Pets must be kept in the owner’s apartment or on a leash at all times when outside the unit (no outdoor cages may be constructed or animals left on chains outside the unit). Pets will be allowed only designated areas on the grounds of the property.

Pets may not be left unattended in a dwelling unit for over 8 hours.

Pets cannot be kept, bred or used for any commercial purpose.

If pet causes harm to any person, is deemed to be a nuisance or threat to health and safety, the pet's owner shall be required to permanently remove the pet from the Housing Authority's property within 24 hours of written notice from the Housing Authority.

EVALUATION OF GOALS AND OBJECTIVES PHA PLAN 2004

PUBLIC HOUSING

Reduce Public Housing Vacancies

The Gastonia Housing Authority had set a goal of attaining and maintaining a minimum occupancy rate of 96% and through an aggressive approach to eliminating the presence of illegal drugs and strict, equitable enforcement of lease provisions we have increased our occupancy to 98% (March 2004).

Increase Customer Satisfaction

The continued emphasis to provide high quality maintenance, responsive management, ancillary resident services and equitable lease enforcement has given us confidence that we are meeting the mandate of the Board of Commissioners to insure our residents are satisfied. New HVAC systems will be installed in our senior citizen units this summer and the GHA is working with a consortium of other NC Housing Authorities to implement a Capital Fund Bond Pool to enable the installation of HVAC systems in family units.

Concentrate On Efforts to Improve Specific Management Functions

The GHA tradition, established by the Executive Director, of insuring that all staff members receive job related training to continuously enhance performance and stay abreast of changes in regulations, continues. The GHA is currently in the process of replacing its operating software in an effort to improve financial reporting, management analysis, and overall program efficiency.

Deconcentration/ Income Mixing

The GHA has completed its review of residents housed during the past year and has determined that, based upon the AMI, we continue to exceed the goals for housing Extremely Low Income families on an Authority-wide basis. This conclusion is based upon a study of the AMI for the City of Gastonia, NC.

Implementing of Public Housing Security Improvements

As was reported last year, the GHA continues to focus upon enhancing resident security and reducing crime. The GHA continues its close collaboration with the City of Gastonia Police Department through the Weed and Seed Program administered by GHA. In addition, we have continued the practice of using off duty police officers to patrol all of our public housing sites.

Section 504 Compliance

The GHA has contracted out to have a comprehensive 504 Compliance Review and Policy Update performed by a qualified consulting firm.

Section 8

Improvement of Section 8 Management

The Section 8 Lease-Up Rate is at 100% and all inspections have been completed in a timely manner.

The GHA 2003 SEMAP score is 100%.

Increase Customer Satisfaction

The GHA conducted an extensive survey of landlords to gauge its performance and the results showed overwhelmingly that, in their opinion, in all respects the Authority is doing an excellent job.

Efforts to Increase Assisted Housing Choices

The GHA continues to seek to increase its landlord base thereby increasing available housing options for our clients.

Promotion of Self-Sufficiency

The FSS Program Coordinator continuously works with FSS participants insuring that they have access to training opportunities and job preparedness skills. The Section 8 Program also has a homeownership program that is ready for use by qualified clients.

FINANCE

Annual Independent Audit

The Independent Audit has been conducted and we are awaiting the formal report from the Audit Firm. By all initial indications the GHA does not anticipate any formal findings and will receive an unqualified opinion.

COMMUNITY SERVICES

The GHA Community Services Dept. has continued its very successful programming and has, in addition to the Weed and Seed Program, received three ROSS Grants totaling \$650,000. The increased collaboration with a variety of community resources has greatly enhanced program performance.

MAINTENANCE

During the course of the last year all units have had new smoke detectors installed in accordance with North Carolina Codes, CO detectors have been installed in every unit and audio-visual upgrades have also been installed in accordance with ADA requirements. The GHA Maintenance Dept. continues to perform exceptionally well in spite of budget cuts resulting from subsidy reductions however it keeps getting more difficult to maintain the standard of excellence that is its history.

Gastonia Housing Authority
Section 8 Project-Based Assistance
Attachment to FY-2004 PHA Plan

The Gastonia Housing Authority (GHA) received an application for, and provided Section 8 PBA to the owners of the Dallas, (NC) High School Senior Citizens Apartments in accordance with 24 CFR 983.

GHA's current Housing Choice Voucher baseline is 1155 units and we have provided 33 Project-Based Vouchers to the Dallas High School project.

On December 4, 2001, GHA submitted its Policy and Procedure for Section 8 Project-Based Assistance (PBA). The GHA Board of Commissioners adopted a resolution on September 17, 2001 approving the PBA Selection Policy. HUD approved the policies and procedures in a letter to GHA dated January 16, 2002. The letter stipulated several conditions that GHA will meet in providing future PBA.

In accordance with HUD requirements for deconcentration, GHA will only execute HAP contracts for PBA units in census tracts with poverty rates of less than 20 percent unless specifically approved by HUD. This description complies with the location requirements to be "general" in nature. The GHA will consider both PBA or TBA assistance request from developers and will make the approval determination based upon the requirements of the program under which the development is being initiated as well as the parameters within which the GHA must operate.

In all cases, a competitive selection process will be used to provide PBA. This will consist of:

1. Advertising in a local newspaper of general circulation once a week for three consecutive weeks.
2. The advertisement will contain general information, rating criteria and the selection policies and procedures.
3. Number of units to be assisted will be specified.
4. Application deadline will be at least 30 days after the last ad is published.
5. Only applications received in response to the ad will be considered.

PBA is consistent with this PHA Plan in several regards:

1. GHA has entered into a contract to provide PBA for Dallas High School Apartments. This is an elderly property situated in a desirable area of Dallas, NC. This project meets two objectives of this plan: assisted housing for elderly and deconcentration.
2. GHA will partner with for-profit and not-for-profit developers when possible to provide PBA for tax credit developments. These developments will be developed based on market studies that reflect affordable housing needs in Gaston County. In all cases, the City of Gastonia's Consolidated Plan will be consulted when providing PBA to tax credit properties. This will meet the objectives of this plan by meeting affordable housing needs and, by the very nature of tax credit requirements, will expand housing opportunities and contribute to deconcentration.

3. GHA will also seek to provide PBA for special needs populations such as elderly and disabled. Both have been identified as having significant housing needs in this community. This will meet the objectives of this plan by expanding housing opportunities to a special class of low-income families.

**RAB Recommendations
And
Gastonia Housing Authority Resolution**

June 9, 2004

RAB Recommendations

After review of the PHA Plan for 2004 the Resident Advisory Board only had one recommendation. The recommendation is that the Gastonia Housing Authority consider installing the apartment size washer and dryer connections in our zero to one bedroom units. The suggestion was recommended due to the fact that most of the residents who reside in the zero to one bedroom units are either elderly or disabled individuals. Because of this it makes it difficult for them to carry their laundry back and forth to a laundry facility.

If this is not feasible, their recommendation is to expand the laundry facility that is located at 1600 Conrad Ave. to include more than the two washing machines and two dryers. The facilities are being used for a total of 100 residents and are locked at certain times to prevent vandalism. The board feels that if the facilities were expanded it would allow more residents to access and prevent them from having to go outside of the community to do their laundry.

Gastonia Housing Authority's Resolution

The recommendations will be considered for feasibility and availability of funds and action taken accordingly. Funds are not available in 2004. Funding will not be included in this Annual Plan or Five-Year Plan but may be included by revision after this issue is studied in greater detail.