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(exp. 02/28/2006)

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

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: Salem Housing Authority

PHA Number: NJ 058

PHA Fiscal Year Beginning: (mm/yyyy) October 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)

B. Goals

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

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

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

☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHAS score) **attain high performer status**
- ☒ Improve voucher management: (SEMAP score) **attain 100%**
- ☒ Increase customer satisfaction: **maintain at 95-100%**
- ☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) **achieve 100% inspection level and maintain such level**

- ☒ Renovate or modernize public housing units: **100% units in need of same**
- ☒ Demolish or dispose of obsolete public housing: **demolish 44 units**
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☒ Provide voucher mobility counseling: **to 100% of participants in need of same**
- ☒ Conduct outreach efforts to potential voucher landlords **as needed**
- ☒ Increase voucher payment standards **as needed**
- ☐ 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: **as needed**
- ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: **as needed**
- ☒ Implement public housing security improvements: **as needed to achieve 100% level of security**
- ☐ 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: **to 100%**

- ☒ Provide or attract supportive services to improve assistance recipients' employability: **by 100%**
- ☒ 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: **maintain at 100% level**
- ☒ 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: **maintain at 100% level**
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: **maintain at 100% level**
- ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2004
[24 CFR Part 903.7]

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

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

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

SEE ATTACHMENT A

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.

Table of Contents

Page #

Annual Plan

i. Annual Plan Type: 1
ii. Executive Summary of the Annual PHA Plan 1
iii. Annual Plan Table of Contents 1
1. Statement of Housing Needs 5
2. Statement of Financial Resources 11
3. PHA Policies Governing Eligibility, Selection, and Admissions 12
4. PHA Rent Determination Policies 22
5. Operations and Management 26
6. PHA Grievance Procedures 27
7. Capital Improvement Needs 28
8. Demolition and Disposition 30
9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities 31
10. Conversion of Public Housing to Tenant-Based Assistance 32

11. Homeownership Programs Administered by the PHA.....33
12. PHA Community Service and Self-sufficiency Programs.....35
13. PHA Safety and Crime Prevention Measures.....38
14. RESERVED FOR PET POLICY 40
15. Civil Rights Certifications.....40
16. Fiscal Audit 40
17. PHA Asset Management 40
18. Other Information.....41
Attachments.....44
ATTACHMENT A: Executive Summary.....45
ATTACHMENT B: Five Year Plan: Progress Statement.....46
ATTACHMENT C: Summary Of Policy And Program Changes.....47
ATTACHMENT D: Capital Fund Program 2004 Annual Statement Parts I, II, and II (Fys 2003, 2202, and 2001).....48
ATTACHMENT E: FY 2003 Capital Fund Program 5 Year Action Plan.....72
ATTACHMENT F: Resident Advisory Board Recommendations.....76
ATTACHMENT G: Membership Of Resident Advisory Board.....77
ATTACHMENT H: Resident Membership On The PHA Governing Board 78
ATTACHMENT I: Deconcentration Policy.....79
ATTACHMENT J: Organizational Chart 81
ATTACHMENT K: Consistency With Consolidated Plan.....82
ATTACHMENT L: PHA Criteria For Amendments To Plan 83
ATTACHMENT M: Summary of Pet Policy.....84
ATTACHMENT N: Implementation of Public Housing Resident Community Service Requirement 85
ATTACHMENT O: Public Housing Program Drug Elimination Program 86
MEMORANDUM.....87

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
☒ **(D)** FY 2003 Capital Fund Program Annual Statement
☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

☒ **(J)** PHA Management Organizational Chart
☒ **(E)**FY 2003 Capital Fund Program 5 Year Action Plan
☐ Public Housing Drug Elimination Program (PHDEP) Plan
☒ **(F)** Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
☒ Other (List below, providing each attachment name)

A Executive Summary
B Five Year Plan: Progress Statement
C Summary of Policy and Program Changes
D (see above)
E (see above)
F (see above)
G Membership of the Resident Advisory Board
H Resident Membership on the PHA Governing Board
I Policy for Deconcentration
J Organizational Chart
K Consistency with Consolidated Plan
L PHA Criteria for Amendments to Plan
M Summary of Pet Policy
N Community Service Requirements
O Public Housing Drug Elimination Program

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,

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
		Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development ☐ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ 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 ☐ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☒ 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
X	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	Annual Plan: Conversion of

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 058 of the 1996 HUD Appropriations Act	Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	PET POLICY	PLAN COMPONENT 14
X	COMMUNITY SERVICE REQUIREMENTS	PLAN COMPOMENT 12

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	2013	5	5	4	5	4	3
Income >30% but	970	5	5	4	5	4	3

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
<=50% of AMI							
Income >50% but <80% of AMI	1283	4	4	4	4	4	3
Elderly	1415	4	4	4	4	3	3
Families with Disabilities	NOT AVAIL	5	4	4	5	3	3
Race/Ethnicity	4465	3	4	4	4	3	3
Race/Ethnicity	1519	4	4	4	4	4	3
Race/Ethnicity	139	4	4	4	4	4	3
Race/Ethnicity	42	3	4	4	4	3	3

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: 1995

☒ 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)
1999 COUNTY OF SALEM COMPREHENSIVE PLAN
1998 SALEM COUNTY CROSS-ACCEPTANCE II

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☒ Public Housing ☐ Combined Section 8 and Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	79		11
Extremely low income <=30% AMI	72	91%	
Very low income (>30% but <=50% AMI)	6	8%	
Low income (>50% but <80% AMI)	1	1%	
Families with children	63	80%	
Elderly families	2	2%	
Families with Disabilities	14	18%	
Race/ethnicity – WHITE	16	20%	
Race/ethnicity – BLACK	63	80%	
Race/ethnicity – HISP.	0		
Race/ethnicity - OTHER	0		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	31	39%	4
2 BR	30	38%	7
3 BR	16	20%	0
4 BR	2	3%	0
5 BR			
5+ BR			

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

*NOTE: THE SECTION 8 WAITING LIST IS CURRENTLY AT ZERO. THE PHA ADMINISTERS A TOTAL OF 30 VOUCHERS, 20 OF WHICH ARE SET ASIDE FOR THE RELOCATION OF PUBLIC HOUSING TENANT TO BE DISPLACED AS THE RESULT OF UNIT DEMOLITION, AND THERE HAS NOT BEEN A TURNOVER IN THE REMAINING 10 UNITS FOR OVER A YEAR.

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

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

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

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

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

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

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

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

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☒ Funding constraints
☒ Staffing constraints
☒ Limited availability of sites for assisted housing

☒ Extent to which particular housing needs are met by other organizations in the community
☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
☒ Influence of the housing market on PHA programs
☒ Community priorities regarding housing assistance
☒ Results of consultation with local or state government
☒ Results of consultation with residents and the Resident Advisory Board
☐ Results of consultation with advocacy groups
☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2004 grants)**		
a) Public Housing Operating Fund	853,650	
b) Public Housing Capital Fund	495,660	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	71,450	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	47,950	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
3. Public Housing Dwelling Rental Income	577,710	PHA OPERATIONS
4. Other income (list below)		
EXCESS UTILITIES	12,000	PHA OPERATIONS
4. Non-federal sources (list below)		
Total resources	$2,058,420	

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) 1

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

☐ Other: (describe)

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

☒ Criminal or Drug-related activity

☒ Rental history

☒ Housekeeping
☐ Other (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

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)

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

☐ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☒2 Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs

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

4. Relationship of preferences to income targeting requirements:
☐ The PHA applies preferences within income tiers
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
☒ The PHA-resident lease
☒ The PHA's Admissions and (Continued) Occupancy policy
☐ PHA briefing seminars or written materials
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
☒ At an annual reexamination and lease renewal
☒ Any time family composition changes
☐ At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

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

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

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

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

☒ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below: WEST SIDE COURT (NJ 58-1A) AND SALEM GARDEN COURT (NJ 58-2)

☒ Employing new admission preferences at targeted developments
If selected, list targeted developments below: WEST SIDE COURT (NJ 58-1A) AND SALEM GARDEN COURT (NJ 58-2)

☐ 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)

ADOPTION OF RENT INCENTIVES FOR HIGHER INCOME FAMILIES

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: WEST SIDE COURT (NJ 58-1A) AND SALEM GARDEN COURT (NJ 58-2)

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

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

B. Section 8

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

(1) Eligibility

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

☐ Criminal or drug-related activity only to the extent required by law or regulation

☒ Criminal and drug-related activity, more extensively than required by law or regulation

☐ More general screening than criminal and drug-related activity (list factors below)

☐ Other (list below)

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

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

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

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

☐ Criminal or drug-related activity

☐ Other (describe below)

(2) Waiting List Organization

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

☒ None

☐ Federal public housing

☐ Federal moderate rehabilitation

☐ Federal project-based certificate program

☐ Other federal or local program (list below)

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

☒ PHA main administrative office

☐ Other (list below)

(3) Search Time

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

If yes, state circumstances below:

A FAMILY MAY REQUEST AN EXTENSION OF THE VOUCHER TIME PERIOD; ALL SUCH REQUESTS MUST BE RECEIVED PRIOR TO THE EXPIRATION DATE OF THE APPLICABLE VOUCHER. EXTENSIONS ARE PERMISSIBLE AT THE SOLE DISCRETION OF THE PHA FOR A MAXIMUM PERIOD OF 120 DAYS. THE PHA GRANTS EXTENSIONS PRIMARILY FOR THE FOLLOWING REASONS:

1) EXTENUATING CIRCUMSTANCES SUCH AS HOSPITALIZATION OF A FAMILY MEMBER FOR AN EXTENDED PERIOD OF TIME WHICH HAS ADVERSELY AFFECTED THE FAMILY'S ABILITY TO SEARCH FOR A SUITABLE RENTAL UNIT WITHIN THE INITIAL 60-DAY PERIOD (VERIFICATION OF INABILITY IS REQUIRED);
2) 2) THE PHA IS SATISFIED THAT THE FAMILY HAS MADE REASONABLE EFFORTS TO LOCATE A SUITABLE RENTAL UNIT DURING THE INITIAL 60-DAY PERIOD (VERIFICATION OF SUCH EFFORTS IS REQUIRED); 3) THE FAMILY WAS PREVENTED FROM FINDING A SUITABLE UNIT DUE TO DISABILITY ACCESSIBILITY REQUIREMENTS.

THE PHA GRANTS EXTENSIONS IN ONE OR MORE INCREMENTS. UNLESS APPROVED BY THE EXECUTIVE DIRECTOR, NO MORE THAN TWO EXTENSIONS OF 30 DAYS OR LESS WILL BE GRANTED. THE PHA WILL NOT REQUEST HUD APPROVAL TO EXTEND A VOUCHER BEYOND AN ADDITIONAL 60 DAYS.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of

application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

☐ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

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

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

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

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

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

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

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

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

e. Ceiling rents

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

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

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

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

☐ Other (list below)

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

☐ At or above 90% but below100% of FMR
☒ 100% of FMR
☐ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

☒ Annually
☐ Other (list below)

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

☒ Success rates of assisted families

☒ Rent burdens of assisted families
☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)
☐ $0
☐ $1-$25
☒ $26-$50

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)
☐ An organization chart showing the PHA's management structure and organization is attached.
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	258	4%
Section 8 Vouchers	30	0%
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers	N/A	

(list individually)		
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	N/A	

C. Management and Maintenance Policies

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

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

ACOP, PEST CONTROL POLICY, MAINTENANCE POLICY

(2) Section 8 Management: (list below)

SECTION 8 ADMINISTRATIVE PLAN

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-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: WEST SIDE COURT AND W.C. ANDERSON DRIVE 1b. Development (project) number: NJ 58-1A AND NJ 58-2
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☒ Submitted, pending approval ☐ Planned application ☐

4. Date application approved, submitted, or planned for submission: (DD/MM/YY) 1/31/03
5. Number of units affected: 44 6. Coverage of action (select one) ☒ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: 11/30/04 b. Projected end date of activity: 1/31/05

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.)

NOTE: THE SALEM HOUSING AUTHORITY OPERATES A SENIOR HOUSING DEVELOPMENT, BROADWAY TOWERS, WHICH HAS BEEN DESIGNATED FOR SENIOR HOUSING SINCE ITS INCEPTION.

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name:

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

A. Assessments of Reasonable Revitalization Pursuant to section 058 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 058 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: WEST SIDE COURT AND W.C. ANDERSON DRIVE

1b. Development (project) number: NJ58-1A AND NJ58-2
2. What is the status of the required assessment? ☐ Assessment underway ☒ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☒ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 058 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: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) ☐ Part of the development ☐ Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

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

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

☒ Safety and security survey of residents
☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
☒ Resident reports

☒ PHA employee reports
☒ Police reports
☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
☐ Other (describe below)

3. Which developments are most affected? (list below)
WEST SIDE COURT (NJ 58-1A), SALEM GARDENS (NJ 58-2), BROADWAY TOWERS (NJ58-1B) AND W.C. ANDERSON DRIVE (NJ 58-12)

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)
SECURITY GUARDS ON-SITE AND CITY POLICY PATROL AREAS

2. Which developments are most affected? (list below)
WESTSIDE COURT AND SALEM GARDENS

C. Coordination between PHA and the police

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

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

WESTSIDE COURT AND SALEM GARDENS

D. Additional information as required by PHDEP/PHDEP Plan

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

☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

☒ Attached at Attachment (File name) ATTACHMENT F
☐ 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:

SEE ATTACHMENT F

☐ 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.) SEE ATTACHMENT H

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) RESIDENT APPOINTED BY CITY COUNCIL AND MAYOR

b. Eligible candidates: (select one) N/A
☐ 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) N/A
☐ 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: (provide name here) SALEM COUNTY

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)

SEE ATTACHMENT K

☐ Other: (list below)

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

SEE ATTACHMENT K

D. Other Information Required by HUD

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

Attachments

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

ATTACHMENT A: Executive Summary

SALEM HOUSING AUTHORITY
AGENCY PLAN
EXECUTIVE SUMMARY

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

As indicated, the Authority has adopted the following mission of HUD: To promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination.

The plans, statements, and policies set forth and/or referenced in this Agency Plan all lead toward the accomplishment of the Authority's goals and objectives as outlined in the 5-year Plan. The highlights of the major initiatives of the Authority's Agency Plan are as follows:

1) The Authority seeks to continue modernization of its public housing developments utilizing Capital Fund monies.
2) The Authority seeks to employ effective maintenance and management policies to minimize the number of public housing units off-line.
3) The Authority has undertaken a major demolition project, utilizing HOPE VI Funding.

ATTACHMENT B: Five Year Plan: Progress Statement

The Salem Housing Authority has made the following progress in meeting its stated goals as expressed in the previously submitted Agency Plan for FY 2003.

1) The Authority has completed necessary improvements/renovations of its public housing stock, as scheduled under its Capital Fund program.
2) The Authority has undertaken a major public housing demolition project, utilizing HOPE VI funding.

ATTACHMENT C: Summary Of Policy And Program Changes

The Housing Authority of the City of Salem has amended its Public Housing Admissions and Continued Occupancy Policy (ACOP) and its Section 8 Administrative Plan to include thereunder comprehensive policies regarding the provision of reasonable accommodations for persons with disabilities.

The Authority has amended its Personnel Policy to include thereunder comprehensive policies regarding the provision of reasonable accommodations for employees and applicants for employment with disabilities.

The Authority has amended its ACOP to incorporate therein the following statements:

1) the Authority will utilize the INS Systematic Alien Verification for Entitlements (SAVE) system for both primary and secondary verification for Citizenship and Eligible Immigration status;
2) the Authority will use the SWICA and TASS Up-Front Verification Techniques to facilitate computer-matching and for up-front verification purposes;
3) the Authority will utilize acceptable forms of verification and documentation for Social Security numbers for all family members age 6 and older;
4) the Authority will conduct reexamination of incomes at least once every three years for all families paying a flat rent.

The Authority has amended its Section 8 Administrative Plan to incorporate therein the following statements:

1) the Authority will utilize the INS Systematic Alien Verification for Entitlements (SAVE) system for both primary and secondary verification for Citizenship and Immigration status;
2) the Authority will utilize the SWICA and TASS Up-Front Verification Techniques to facilitate computer-matching and for up-front verification purposes;
3) the Authority will utilize acceptable forms of verification and documentation for Social Security numbers for all family members age 6 and older.

The Authority has amended its public housing dwelling lease to incorporate therein the mandatory provision regarding the Community Service/Self-Sufficiency Requirement and other required changes.

ATTACHMENT D: Capital Fund Program 2004 Annual Statement Parts I, II, and II (Fys 2003, 2202, and 2001)

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

PHA Name: Salem Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: NJ39P05850104 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2004**

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

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations	47,650			
3	1408 Management Improvements	15,000			
4	1410 Administration	47,650			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	44,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	119,218			
10	1460 Dwelling Structures	116,522			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	15,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service	71,478			
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	476,518			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504				

form **HUD 50075** (03/2003)

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

PHA Name: Salem Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: NJ39P05850104 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2004**

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

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
	compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

form **HUD 50075** (03/2003)

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

PHA Name: SALEM HOUSING AUTHORITY		**Grant Type and Number** Capital Fund Program Grant No: NJ39P05850104 Replacement Housing Factor Grant No:					**Federal FY of Grant:** 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-Wide	Operations		1406	-	47,650				
PHA-Wide	Management Improvements		1408	-	15,000				
PHA-Wide	Administration		1410	-	47,650				
	Fees and Costs:								
PHA-Wide	A/E Fees		1430	LS	27,000				
PHA-Wide	Mod Coordinator		1430	LS	17,000				
	Site Improvement								
NJ58-1A	Site Renovation		1450	LS	119,218				
NJ58-2	Sewage Pump Station		1450	LS					
	Dwelling Structures:								
NJ58-1A	Porches and Canopies		1460	LS	65,522				
NJ58-2	Porches and Canopies		1460	LS	51,000				
PHA-Wide	Non-Dwelling Equipment		1475	--	15,000				
PHA-WIDE	Debt Service		1501	--	71,478				

form **HUD 50075** (03/2003)

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

PHA Name: SALEM HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program No: NJ39P05850104 Replacement Housing Factor No:	**Federal FY of Grant:** 2004

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	9/30/06			9/30/08			
WESTSIDE COURT NJ58-1A	9/30/06			9/30/08			
W.S. ANDERSON NJ58-2	9/30/06			9/30/08			

form **HUD 50075** (03/2003)

ATTACHMENT D FOR FY 2003

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

PHA Name: SALEM HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program Grant No: NJ39P05850103 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2003

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 3/31/04** ☐ **Final Performance and Evaluation Report**

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations	39,342		39,342	0
3	1408 Management Improvements	10,000		1,343.69	1,343.69
4	1410 Administration	39,342		39,342	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	44,000		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement	62,739		0	0
10	1460 Dwelling Structures	188,000		0	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	10,000		0	0
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	393,423		80,027.69	1,343.69
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

form **HUD 50075** (03/2003)

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

PHA Name: SALEM HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program Grant No: NJ39P05850103 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2003**

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 3/31/04** ☐ **Final Performance and Evaluation Report**

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

form **HUD 50075** (03/2003)

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

PHA Name: SALEM HOUSING AUTHORITY		**Grant Type and Number** Capital Fund Program Grant No: NJ39P05850103 Replacement Housing Factor Grant No:					**Federal FY of Grant:** 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-Wide	Operations		1406	-	39,342		39,342	0	
PHA-Wide	Management Improvements		1408	-	10,000		1,343	1,343	
PHA-Wide	Administration		1410	-	39,342		39,342	0	
	Fees and Costs:								
PHA-Wide	A/E Fees		1430	LS	27,000		0	0	
PHA-Wide	Mod Coordinator		1430	LS	17,000		0	0	
	Site Improvement								
NJ58-1A	Site Renovation Phase 1		1450	LS	62,739		0	0	
	Dwelling Structures								
NJ58-1A	Porches and canopies, Phase I		1460	LS	137,000				
Nj58-2	Porches and canopies, Phase I		1460	LS	51,000				
PHA-WIDE	Non-Dwelling Equipment		1475		10,000				

form **HUD 50075** (03/2003)

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

PHA Name: SALEM HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program No: NJ39P05850103 Replacement Housing Factor No:	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	9/16/2005			9/16/2007			
NJ58-1A	9/16/2005			9/16/2007			
NJ58-1B	9/16/2005			9/16/2007			
NJ58-2	9/16/2005			9/16/2007			

form **HUD 50075** (03/2003)

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

PHA Name: SALEM HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program Grant No: NJ39P05850103 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2003

☒ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 3/31/04** ☐ **Final Performance and Evaluation Report**

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations	8,309.50		0	0
3	1408 Management Improvements	4,000		0	0
4	1410 Administration	8,309.50		0	0
5	1411 Audit				
6	1415 Liquidated Damages			0	0
7	1430 Fees and Costs	5,850			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	52,626		0	0
11	1465.1 Dwelling Equipment—Nonexpendable	4,000		0	0
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	83,095		0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

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

PHA Name: SALEM HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program Grant No: NJ39P05850103 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2003**

☒**Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** ☐**Revised Annual Statement (revision no:)**
☒**Performance and Evaluation Report for Period Ending: 3/31/04** ☐**Final Performance and Evaluation Report**

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: SALEM HOUSING AUTHORITY		**Grant Type and Number** Capital Fund Program Grant No: NJ39P05850103 Replacement Housing Factor Grant No:					**Federal FY of Grant:** 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA-Wide	Operations		1406	-	8,309.50				
PHA-Wide	Management Improvements		1408	-	4,000				
PHA-Wide	Administration		1410	-	8,309.50				
	Fees and Costs:								
PHA-Wide	A/E Fees		1430	LS	5,850.00				
	Site Improvement								
NJ58-1A	Site Renovation Phase 1		1450	LS					
	Dwelling Structures								
NJ58-1A	Porches and canopies, Phase I		1460	LS	52,626.00				
PHA-WIDE	Dwelling Equipment		1465.1		4,000				

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

PHA Name: SALEM HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program No: NJ39P05850103 Replacement Housing Factor No:	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	2/13/2006			2/13/2008			
WC ANDERSON DRIVE NJ 58-2	2/13/2006			2/13/2008			

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ATTACHMENT D FOR FY 2002

ATTACHMENT D, CONTINUED

Progress Report

Part I: Summary

PHA Name: Salem Housing Authority	Modernization Project Number NJ39P05850102	FFY (yyyy) of Federal Grant Approval: 2002

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 3/31/04 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Funds Approved		Total Funds	
		Original	Revised	Obligated	Expended
1	Total non-CIAP Funds				
2	1406 Operations	49,565	49,565	49,565	49,565
3	1408 Management Improvements	15,000	22,224.24	22,224.24	22,224.24
4	1410 Administration	49,565	49,565	49,565	49,565
5	1415 Liquidated Damages				
6	1430 Fees and Costs	44,000	50,777.11	50,777.11	20,161.79
07	1440 Site Acquisition				
8	1450 Site Improvement				
9	1460 Dwelling Structures	322,525	316,019.65	171,557.01	864.20
10	1465.1 Dwelling Equipment—Nonexpendable				
11	1470 Nondwelling Structures				
12	1475 Nondwelling Equipment	15,000	7,504.00	7,504.00	7,504.00
13	1485 Demolition				
14	1495.1 Relocation Cost				
15	1498 Mod Used for Development				
16	Amount of CIAP Grant: (sum of lines 2-14)	495,655	495,655	351,192.36	149,884.23
17	Amount of line 16 Related to LBP Activities				
18	Amount of line 16 Related to Security				
19	Amount of line 16 Related to Section 504 Compliance				
20	Amount of line 16 Related to Energy Conservation Measures				

form **HUD 50075** (03/2003)

ATTACHMENT D, CONTINUED

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

PHA Name: Salem Housing Authority	**Grant Type and Number** Capital Fund Program #: NJ 39P05850102 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant:** 2002

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operations	1406		49,565	49,565	49,565	49,565	
PHA-Wide	Management Imps; security	1408		15,000	17,653.74	17,653.74	17,653.74	
PHA-Wide	Administration CFP	1410		49,565	49,565	49,565	49,565	
	Fees and Costs:							
PHA-Wide	A/E Fees	1430	LS	27,000	25,113.39	25,113.39	25,113.39	
PHA-Wide	A/E Advertising Costs	1430	LS	0	1,886.61	1,886.61	1,886.61	
NJ58-1B	A/E Fees. Elev Renov	1430	LS	0	2,857.00	2,857.00	0	
NJ58-1B	A/E Fees., Elev. Add #	1430	LS	0	4,108.50	4,108.50	4,108.50	
PHA WIDE	Modernization Coordinator	1430	LS	17,000	17,000	17,000	14,166.68	
NJ58-2	A/E Fees, P. Report	1430	LS	0	2,312.50	2,312.50	0	
PHA-WIDE	A/E Fees, Elect Panel etc	1430	LS	0	19,450	19,450	0	
NJ58-1A	A/E Fees, Ramp, Add #	1430	LS	0	3,162.50	3,162.50	0	
	Dwelling Structures							
NJ58-1A	Replace flooring Ph I	1460	LS	246,025	0	0	0	
NJ58-1B	Domestic Water Pumps	1460	LS	45,500	45,500	0	0	
NJ58-2	Water shut-off valves	1460	LS	30,000	30,000	0	0	

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

PHA Name: Salem Housing Authority	**Grant Type and Number** Capital Fund Program #: NJ 39P05850102 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant:** 2002

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
NJ58-1B	Elevator renovation	1460	LS	0	138,572.8	138,572.8	0	
NJ58-1B	Misc elevator room inspection	1460	LS	0	32,244.20	32,244.20	124.20	
NJ58-1B	Electric panels	1460	LS	0	68,962,64	0	0	
PHA-WIDE	Miss roof repairs	1460	LS	0	740	740	740	
PHA-WIDE	Non-dwelling equipment							
	Radio equipmenet	1475	LS	15000	7,504	7,504	7,504	

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ATTACHMENT D, CONTINUED

Annual Statement/Performance and Evaluation Report FFY 2001
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Salem Housing Authority	**Grant Type and Number** Capital Fund Program #: NJ 39P05850102 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant:** 2002

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	8/20/04	8/20/04		8/20/06	8/20/06		
NJ58-1A	8/20/04	8/20/04		8/20/06	8/20/06		
NJ58-1B	8/20/04	8/20/04		8/20/06	8/20/06		
NJ58-2	8/20/04	8/20/04		8/20/06	8/20/06		

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ATTACHMENT D FOR FY 2001

ATTACHMENT C, CONTINUED

Progress Report
Part I: Summary

PHA Name: Salem Housing Authority	Modernization Project Number NJ39P05850101	FFY (yyyy) of Federal Grant Approval: 2001

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no:)
☒Performance and Evaluation Report for Period Ending: 331/04 ☐Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Funds Approved		Total Funds	
		Original	Revised	Obligated	Expended
1	Total non-CIAP Funds				
2	1406 Operations (may not exceed 10% of line 16)	53,717	53,717	53,717	53,717
3	1408 Management Improvements	17,640	17,640	17,640	17,640
4	1410 Administration	53,717	53,717	53,717	53,717
5	1415 Liquidated Damages				
6	1430 Fees and Costs	53,549.21	53,549.21	53,549.21	49,123.80
07	1440 Site Acquisition				
8	1450 Site Improvement				
9	1460 Dwelling Structures	311,778.79	303,348.79	303,348.79	230,056.10
10	1465.1 Dwelling Equipment—Nonexpendable				
11	1470 Nondwelling Structures	46,775	55,205.00	55,205.00	39,747.60
12	1475 Nondwelling Equipment				
13	1485 Demolition				
14	1495.1 Relocation Cost				
15	1498 Mod Used for Development				
16	Amount of CIAP Grant: (sum of lines 2-14)	537,177.00	537,177.00	537,177.00	444,001.50
17	Amount of line 16 Related to LBP Activities				
18	Amount of line 16 Related to Security				
19	Amount of line 16 Related to Section 504 Compliance				
	Amount of line XX related to security—soft costs				
	Amount of line XX related to security—soft costs				
20	Amount of line 16 Related to Energy Conservation Measures				

form **HUD 50075** (03/2003)

ATTACHMENT D, CONTINUED

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

PHA Name: Salem Housing Authority	**Grant Type and Number** Capital Fund Program #: NJ 39P05850101 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant:** 2001

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	PHA Operations	1406	-	53,717	53,717	53,717	53,717	
PHA-Wide	Management Improvements	1408	-	17,640	17,640	17,640	17,640	
PHA-Wide	Administration	1410	-	53,717	53,717	53,717	53,717	
	Fees and costs:							
PHA-WIDE	A/E fees, public ads	1430	LS	0	969.49	969.49	969.49	
NJ58-1B	A/E fees, elev renov	1430	LS	19,000	16,143.01	16,143.01	13,930.10	
NJ58-1A	A/E fees, Comm. Bldg ramp.	1430	LS	4,600	4,600	4,600	2,387.50	
PHA-WIDE	A/E fees, Phs.	1430	LS	12,391.46	12,391.46	12,391.46	12,391.46	
NJ58-A1+2	Site master plans	1430	LS	309.50	309.50	309.50	309.50	
PHA WIDE	Mod Coordinator	1430	LS	17,248.25	17,248.25	17,248.25	17,248.25	
PHA WIDE	HOPE VI Env Report	1430	LS	0	1,085.00	1,085.00	1,085.00	
PHA WIDE	Fire Units, Cost estimate	1430	LS	0	812.50	812.50	812.50	
	Dwelling Structures							
PHA-WIDE	Misc Maint Supplies	1460	LS	81,454.60	81,454.60	81,454.60	81,454.60	
NJ58-1A	Surveillance Cameras	1460	LS	13,947.00	13,947.00	13,947.00	13,947.00	
NJ58-1B	Elevator Renovation	1460	LS	216,377.19	175,827.19	175,827.19	112,217.50	
NJ58-1B	Misc. Elev Rm Insp	1460	LS	32,120.00	32,120.00	32,120.00	22,437.00	

form **HUD 50075** (03/2003)

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

PHA Name: Salem Housing Authority	**Grant Type and Number** Capital Fund Program #: NJ 39P05850101 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant:** 2001

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	Non-Dwelling Structures							
NJ58-1A	Comm Bldg Ramp	1470	LS	46,775	55,205	55,205	39,747.60	

form **HUD 50075** (03/2003)

ATTACHMENT D, CONTINUED

Annual Statement/Performance and Evaluation Report FFY 2001
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Salem Housing Authority	**Grant Type and Number** Capital Fund Program #: NJ 39P05850101 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant:** 2001

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	6/30/03		4/30/03	12/31/04	9/30/05		
NJ58-1A	6/30/03		4/30/03	12/31/04	9/30/05		
NJ58-1B	6/30/03		4/30/03	12/31/04	9/30/05		
NJ58-2	6/30/03		4/30/03	12/31/04	9/30/05		

form **HUD 50075** (03/2003)

ATTACHMENT E: FY 2003 Capital Fund Program 5 Year Action Plan

Capital Fund Program Five-Year Action Plan Part I: Summary					
PHA Name SALEM HOUSING AUTHORITY		NJ39P05850104, 2004		☒ **Original 5-Year Plan** ☐ **Revision No:**	
Development Number/Name/ HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008
	Annual Statement				
PHA-WIDE		OPERATIONS	OPERATIONS	OPERATIONS	OPERATIONS
PHA-WIDE		MGT. IMP	MGT. IMP	MGT. IMP	MGT. IMP
PHA-WIDE		ADMINISTRATION	ADMINISTRATION	ADMINISTRATION	ADMINISTRATION
PHA-WIDE		FEES AND COSTS	FEES AND COSTS	FEES AND COSTS	FEES AND COSTS
PHA-WIDE		SITE IMP	SITE IMP	SITE IMP	SITE IMP
PHA-WIDE		DWELLING STRUC	DWELLING STRUC	DWELLING STRUC	DWELLING STRUC
PHA-WIDE		NON-DWELLING STRUC	NON-DWELLING STRUC	NON-DWELLING STRUC	NON-DWELLING STRUC
		DEBT SERVICE	DEBT SERVICE	DEBT SERVICE	DEBT SERVICE

form **HUD 50075** (03/2003)

CFP Funds Listed for 5-year planning		$476,518	$476,518	$476,518	$476,518
Replacement Housing Factor Funds					

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

NJ39P05850104, 2004

Activities for Year 1	Activities for Year :__2__ FFY Grant: 2005 PHA FY:			Activities for Year: _3__ FFY Grant: 2006 PHA FY:		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	PHA-WIDE	OPERATIONS	47,650	PHA-WIDE	OPERATIONS	47,650
Annual	PHA-WIDE	MGT. IMP	15,000	PHA-WIDE	MGT. IMP	15,000
Statement	PHA-WIDE	ADMINISTRATION	47,650	PHA-WIDE	ADMINISTRATIO N	47,650
	PHA-WIDE	FEES AND COSTS	44,000	PHA-WIDE	FEES AND COSTS	44,000
	PHA-WIDE	SITE IMP	119,218	PHA-WIDE	SITE IMP	119,218
	PHA-WIDE	DWELLING STRUC	116,522	PHA-WIDE	DWELLING STRUC	116,522
	PHA-WIDE	NON-DWELLING STRUC	15,000	PHA-WIDE	NON-DWELLING STRUC	15,000
		DEBT SERVICE	71,478		DEBT SERVICE	71,478
Total CFP Estimated Cost			$476,518			$476,518

form **HUD 50075** (03/2003)

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

Activities for Year :__4__ FFY Grant: 2007 PHA FY:			Activities for Year: _5__ FFY Grant: 2008 PHA FY:		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
PHA-WIDE	OPERATIONS	47,650	PHA-WIDE	OPERATIONS	47,650
PHA-WIDE	MGT. IMP	15,000	PHA-WIDE	MGT. IMP	15,000
PHA-WIDE	ADMINISTRATION	47,650	PHA-WIDE	ADMINISTRATIO N	47,650
PHA-WIDE	FEES AND COSTS	44,000	PHA-WIDE	FEES AND COSTS	44,000
PHA-WIDE	SITE IMP	119,218	PHA-WIDE	SITE IMP	119,218
PHA-WIDE	DWELLING STRUC	116,522	PHA-WIDE	DWELLING STRUC	116,522
PHA-WIDE	NON-DWELLING STRUC	15,000	PHA-WIDE	NON-DWELLING STRUC	15,000
	DEBT SERVICE	71,478		DEBT SERVICE	71,478
Total CFP Estimated Cost		$476,518			$476,518

form **HUD 50075** (03/2003)

ATTACHMENT F: Resident Advisory Board Recommendations

Meeting Date: 7/5/04

Resident Comments:

A. Residents supported the Authority's proposed capital funding activities.

Authority's Response:

A. The resident concerns were incorporated into the 5-Year Action Plan for capital funding activities.

ATTACHMENT G: Membership Of Resident Advisory Board

Beatrice Bryant: 28 Westside Court

Rudolph Gibson: 131 W.C. Anderson Drive Apartments

Donna Thomas: 28 W.C. Anderson Drive Apartments

Jerome Crews: 26 Westside Court

ATTACHMENT H: Resident Membership On The PHA Governing Board

The Salem Housing Authority is aware of the recently enacted HUD regulation requiring PHAs to include at least one resident on its governing board. The Authority currently has the following resident on its Board of Commissioners:

Resident Commissioner: Rudy Gibson
Term: 1/1/03 – 12/31/07
Appointed by Council/Mayor

ATTACHMENT I: Deconcentration Policy

Component 3, (6) Deconcentration and Income Mixing

a. ☒ Yes ☐ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next section.

b. ☐ Yes ☒ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments

Development Name	Number of Units	Explanation (if any) [see step 4 at 903.2(c)(1)(iv)]	Deconcentraion Policy (if no explanation) [see step 5 at 903.2(c)(1)(b)]
Westside Court	96		
W.C. Anderson Drive	108		

DECONCENTRATION POLICY

It is the Salem Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting lists to reach other families with lower of high income. We will accomplish this in a uniform and non-discriminatory manner.

The Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income residents will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of families on the applicable waiting list(s). Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to be implemented.

DECONCENTRATION INCENTIVES

The Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet deconcentration goals of a particular development. Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and non-discriminatory manner.

ATTACHMENT J: Organizational Chart

Board of Commissioners

Executive Directress

Section 8 Coordinator

Housing Inspector

ATTACHMENT K: Consistency With Consolidated Plan

The Salem Housing Authority's Agency Plan is consistent with the County's Consolidated Plan in that:

A. The Authority seeks to minimize public housing vacancies via effective maintenance and management policies.
B. The Authority seeks to renovate/modernize its public housing stock.
C. The Authority has undertaken a major public housing demolition program, utilizing HOPE VI funding.
D. The Authority seeks to address crime/safety issues in order to provide safe neighborhood housing for its residents.

ATTACHMENT L: PHA Criteria For Amendments To Plan

Pursuant to applicable HUD regulations, a PHA may change or modify its Annual and Five-Year Plans and the policies described therein. However, any "significant amendment or modification" to the Annual Plan and any "substantial deviations" from the Five-Year Plan would require that the PHA submit a revised Plan that has met full public process requirements, including Resident Advisory Board review.

The Salem Housing Authority will consider the following to be "significant amendments or modifications":

A. Changes to rent or admissions policies or organization of the waiting list;
B. Changes to Operations and Management Policies
C. Changes to Grievance Procedures;
D. Additions of non-emergency work items (items not included in the current Annual Statement or 5-year Action Plan) or change in use of replacement reserve funds under the Capital Fund
E. Any change with regard to Demolition or Disposition, Designation, Homeownership programs or Conversion activities

The Authority will consider the following to constitute a "substantial deviation" from the Five-Year Plan:

A. Any modification to the PHA's Mission Statement or any substantial modification to the PHA's goals and/or objectives.

An exception to these definitions will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered substantial deviations or significant amendments by the Authority.

ATTACHMENT M: Summary of Pet Policy

In accordance with the new HUD regulations, implementing Section 31 of the U.S. Housing Act of 1937, the Salem Housing Authority has adopted a formal Pet Policy permitting public housing residents in general occupancy developments to own pets. As expressed in the said Pet Policy, pet ownership is subject to the following "reasonable requirements":

A. Limitations on the size of the pet and the number of pets permitted in a given unit
B. Issuance of Pet Permit and payment of fee
C. Procurance of Insurance policy for liability and property damage
D. Registration of pet with municipality
E. Posting of security deposit for damage done by pet to apartment
F. Inspection of apartment, upon notice, to ensure compliance

ATTACHMENT N: Implementation of Public Housing Resident Community Service Requirement

Pursuant to Section 12(c) of the U.S. Housing Act of 1937, each adult resident of public housing must participate in eight (8) hours of community service and/or economic self-sufficiency activities per month, unless they meet the criteria for an exemption. In response to the implementation of Section 12(c) Salem Housing Authority will take the following administrative steps: The Housing Authority's Admissions and Occupancy Policy shall include its full policy on community service requirement.

A. The Housing Authority shall identify all adult family members who are apparently not exempt from the community service requirement. The Housing Authority shall notify in riting such family members of the community service requirement and of the categories of individuals who are exempt from the requirement.
B. The Housing Authority will coordinate with social service agencies, local schools, and the appropriate Human Resources Officers in identifying a list of volunteer community service programs.

The Housing Authority will assign family members to a volunteer coordinator who will assist the family members in identifying appropriate volunteer positions and in meeting their responsibilities. The volunteer coordinator will track the family member's progress monthly and will meet with the family members as needed to best encourage compliance.

ATTACHMENT O: Public Housing Program Drug Elimination Program

NOTE: Funding for PHDEP activities is no longer available to the Housing Authority. The Authority is actively seeking an alternate funding source(s) for its Drug Elimination activities.

MEMORANDUM

RE: SALEM HOUSING AUTHORITY

The Salem Housing Authority has prepared its Agency Plan in compliance with section 511 of the Quality Housing and Work Responsibility Act of 1998 and ensuing HUD requirements. In accordance with said requirements, the Authority conducted a public hearing in order to invite public discussion on the Agency Plan. The public hearing was held on July 8, 2004 and proper notice was given via publication in *Today's Sunbeam* at least 45 days prior to the public hearing date.