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

White Plains
Housing Authority Plans

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

HUD 50075
OMB Approval No: 2577-0226

PHA Plan
Agency Identification

PHA Name: White Plains Housing Authority

PHA Number: NY042

PHA Fiscal Year Beginning: 04/2004

Public Access to Information

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 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:
- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- ☐ Other (list below)

☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHAS score)
- ☐ Improve voucher management: (SEMAP score)

- ☒ Increase customer satisfaction:

☒ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

- ☒ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

☐ PHA Goal: Increase assisted housing choices

Objectives:

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

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

☒ PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

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

- ☒ Provide or attract supportive services to improve assistance recipients' employability:
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

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

☒ PHAGoal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

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

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

☒ **Standard Plan**

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

☐ **Troubled Agency Plan**

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

The White Plains Housing Authority has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The purpose of this Annual Plan is to provide a framework for local accountability and easily identifiable source by which housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.

The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will ensure that our residents will receive the best customer service.

Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy is the primary policy on display. This important document cover the public housing tenant selection and assignment plan, outreach services, and grievance procedures, etc.

The most important challenges to be met by the White Plains Housing Authority during FY 2004 include:

- Improvement of the physical conditions of the housing developments through the Capital Funds activities.
- Involve the public housing residents through the Annual Plan Resident Advisory Board.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

☒ Admissions Policy for Deconcentration
☒ FY 2004 Capital Fund Program Annual Statement
☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

☐ PHA Management Organizational Chart
☒ FY 2004 Capital Fund Program 5 Year Action Plan
☐ Public Housing Drug Elimination Program (PHDEP) Plan

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

- ny042a01 FY2004 CFP Annual Statement
- ny042b01 Five Year Action Plan
- ny042c01 WPHA Organization Chart
- ny042d01 Resident Advisory Board
- ny042e01 Resident Member on the PHA Governing Board
- ny042f01 Substantial Deviation / Significant Amendment
- ny042g01 P&E Report 2001
- ny042h01 P&E Report 2002
- ny042i01 P&E Report 2003
- ny042j01 Deconcentration and Income Targeting Policy
- ny042k01 Statement of Progress

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
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection and Admissions

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
		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
	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
	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	
	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)

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	1978	5	5	5	5	5	5
Income >30% but <=50% of AMI	1095	4	4	4	4	4	4

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income >50% but <80% of AMI	512	2	2	4	4	4	4
Elderly	1046	4	4	4	5	4	4
Families with Disabilities	Un-known	4	5	4	5	4	4
African-American	831	4	5	5	4	4	4
Hispanic	711	4	5	5	4	4	4
White-NonHispa.	2043	4	5	5	4	4	4
Race/Ethnicity							

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

☐ Consolidated Plan of the Jurisdiction/s
Indicate year: 1994/Revised 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)

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	356		24

Housing Needs of Families on the Waiting List			
Extremely low income <=30% AMI	276	78	
Very low income (>30% but <=50% AMI)	66	19	
Low income (>50% but <80% AMI)	14	4	
Families with children	142	40	
Elderly families	89	25	
Families with Disabilities	45	13	
African American	205	58	
Caucasian	134	38	
Hispanic	84	24	
Other	17	5	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	167	47	
2 BR	75	21	
3 BR	61	17	
4 BR	8	2	
5 BR	1	>1	
0 BR	42	12	

Is the waiting list closed (select one)? ☐ No
☒ Yes
If yes:
How long has it been closed (# of months)? 36
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 **(Elderly)**

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	416,718	
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		

d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)	2,405,396	
2001 + 2002 + 2003		
Subtotal		
3. Public Housing Dwelling Rental Income	3,176,850	
4. Other income (list below)		
Investment Income	45,000	
Other Income	150,000	
5. Non-federal sources (list below)		
Income other than rent		
Total resources	6,193,964	

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) (*Within 10, per unit size)*
☐ 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.

1 Date and Time

Former Federal preferences:

1 Involuntary Displacement (Disaster, Government Action, Action of Housing

Owner, Inaccessibility, Property Disposition)
1 Substandard housing
1 Homelessness
1 High rent burden

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

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

(5) Occupancy

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

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
☐ At an annual reexamination and lease renewal
☐ Any time family composition changes
☐ At family request for revision
☒ Within 10 days of occurrence

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

☐ Other (list policies and developments targeted below)

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

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

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

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

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

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

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

☐ List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

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

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

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

☐ Other (list below)

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

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

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

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

☐ Resident mailing address

☐ Current and Prior landlords name and mailing address.

(2) Waiting List Organization

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

☐ None

☐ Federal public housing
☐ Federal moderate rehabilitation
☐ Federal project-based certificate program
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
☐ PHA main administrative office
☐ Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

- ☐ Date and time of application

☐ Drawing (lottery) or other random choice technique

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

☐ Through published notices
☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

☐ $0
☐ $1-$25
☒ $26-$50

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

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

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

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

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

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

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

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

☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ The White Plains Housing Authority does not plan to implement any deductions and/or exclusions

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)_____
☒ Within 10 days of occurrence

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)

- FMR's

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	712	
Section 8 Vouchers	0	
Section 8 Certificates	0	
Section 8 Mod Rehab	0	
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	
Public Housing Drug Elimination Program (PHDEP)	0	

Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

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

- *ACOPS*
- *Maintenance Policy*

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

☐ PHA main administrative office

☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan , see table of contents.. **(ny042a01)**

-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 **(ny042b01)**

-or-

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

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
   - ☐ Revitalization Plan under development
   - ☐ Revitalization Plan submitted, pending approval
   - ☐ Revitalization Plan approved
   - ☐ Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) ☐ Part of the development ☐ Total development

7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)

5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

4. Status of Conversion Plan (select the statement that best describes the current status)

- ☐ Conversion Plan in development
- ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY)
- ☐ Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

1. ☐ Yes ☒ 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)

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

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

☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
☐ Crime Prevention Through Environmental Design

☐ Activities targeted to at-risk youth, adults, or seniors
☐ Volunteer Resident Patrol/Block Watchers Program
☐ Other (describe below)

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

C. Coordination between PHA and the police

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☐ Attached at Attachment (File name)
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:

☐ Other: (list below)

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

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

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

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)
☐ Candidates were nominated by resident and assisted family organizations
☒ Candidates could be nominated by any adult recipient of PHA assistance
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
☐ Other: (describe)

b. Eligible candidates: (select one)
☐ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance
☒ Any adult recipient of PHA assistance
☐ Any adult member of a resident or assisted family organization
☐ Other (list)

c. Eligible voters: (select all that apply)

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

☐ Representatives of all PHA resident and assisted family organizations

☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction Westchester 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)

☐ Other: (list below)

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

D. Other Information Required by HUD

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

Attachments

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

PHA Plan
Table Library

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

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

Capital Fund Grant Number
FFY of Grant Approval:

☒ Original Annual Statement

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

Annual Statement for White Plains Housing Authority
Capital Fund Program (CFP) Part II: Supporting Table
FFY Year

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

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

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

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

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

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years		

Table Library

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		**Activity Description**						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III *Component 7a*	Development Activities *Component 7b*	Demolition / disposition *Component 8*	Designated housing *Component 9*	Conversion *Component 10*	Home-ownership *Component 11a*	Other (describe) *Component 17*

(Attachment ny042a02)

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART I: Summary

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

OMB Approval No. 2577-0157 (exp. 3/31/2002)

APPENDIX 6-1

Annual Statement for Year # 1 CFP 2004

HA Name:
WHITE PLAINS HOUSING AUTHORITY

Comprehesive Grant Program:
NY36P042 **2004**

Original Annual Statement X Reserve for Disasters/Emergencies. Revised Annual Statement/Revision Number___ Performance and Evaluation Report for Program Year Ending.

Final Performance and Evaluation Report.

		TOTAL ESTIMATED COST		TOTAL ACTUAL COST (2)	
Line No.	Summary by Development Account	Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not to exceed 20% of line 20)	$180,000.00			
3	1408 Management Improvements	$150,000.00			
4	1410 Administration	$123,825.00			
5	1411 Audit				
6	1415 Liquidated damages				
7	1430 Fees and Costs	$108,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpandable				
12	1470 Nondwelling Structures	$684,575.00			
13	1475 Nondwelling Equipment	$30,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency (May not to exceed 8% of line 20)				
20	Amount of Annual Grant (Sum of lines 2 - 19)	**$1,276,400.00**	**$0.00**	**$0.00**	**$0.00**
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director & Date:

Signature of public Housing Director/Office of Native American Programs Administrator & Date:

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

2- To be completed for the Performance and Evaluation Report.

Form HUD-52837 (10/96)

Ref. Handbook 7485.3

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART II: Supporting Pages

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

OMB Approval No. 2577-0157 (exp. 7/31/98)
WHITE PLAINS HOUSING AUTHORITY
APPENDIX 6-1

Annual Statement for Year # 1 CFP 2004

FFY 2004

Development Number/Name HA-wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost Original	Total Estimated Cost Revised (1)	Total Actual Cost Funds Obligated (2)	Total Actual Cost Fund Expended (2)	Status of Proposed Work (2)
	Operations	**1406**						
	Operations			$180,000.00				
	Total Account # 1406			**$180,000.00**				
	MANAGEMENT IMPROVEMENTS	**1408**						
	Security / Training, Uniforms / Travel / Inc.			$100,000.00				
	Clerk Assistance			$40,000.00				
	Computer, Training, Software			$10,000.00				
	Total Account # 1408			**$150,000.00**				
PHA WIDE	**ADMINISTRATION**	**1410**						
	Executive Director (10%)		1 ea.	$13,650.00				
	Modernization Coordinator (100%)		1 ea.	$77,850.00				
	Superintendent of Maintenance (10%)		1 ea.	$8,800.00				
	Senior Clerk Typist (10%)		1 ea.	$4,000.00				
	Per Diem Account/CPA 15 days per Ann.		1 ea.	$3,150.00				
	Bookkepper (10%)		1 ea.	$6,400.00				
	Legal/Audit Fees		1 ea.	$9,975.00				
	Total Account # 1410			**$123,825.00**				
PHA WIDE	**FEES AND COSTS**	**1430**						
	Sundry		1 ea.	$4,000.00				
	A & E Fees		1 ea.	$100,000.00				
	Update policies and procedures & procurement			$4,000.00				
	Total Account # 1430			**$108,000.00**				
	NON DWELLING STRUCTURES	**1470**						
NY42-6	New Admin. And Maintenance Office			$684,575.00				
	Total Account # 1470			**$684,575.00**				
	NON DWELLING EQUIPMENT	**1475**						
	Furniture/Auto/Equipment& maintenance/Computers			$30,000.00				
	Total Account # 1475			**$30,000.00**				
	GRAND TOTAL CFP 2004			**$1,276,400.00**				

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

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

2 To be Completed for the Performance Evaluation Report.

Form HUD-52837 (10/96)

Ref. Handbook 7485.3

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART III: Implementation Schedule
WHITE PLAINS HOUSING AUTHORITY
(CFP2004)

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

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
Management Improvements PHA - Wide	5/31/06			5/31/07			
Administration PHA - Wide	5/31/06			5/31/07			
Fees & Costs PHA - Wide	5/31/06			5/31/07			
Nondwelling Structures PHA - Wide	5/31/06			5/31/07			
Nondwelling Equipment	5/31/2006			5/31/2007			

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

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

2 To be completed for the Performance and Evaluation Report.

Form HUD-52837 (10/96)

Ref. Handbook 7485.3

Five-Year Action Plan
Part I: Summary
Capital Fund Program (CFP)
attachment ny042b02

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

Submission (1/15/02)
OMB Approval No. 2577-0157 (Exp.7/31/02)

H A Name: **WHITE PLAINS HOUSING AUTHORITY**		Locality: (City/County & State) **White Plains, Westchester, New York**		Original	Revision No._____
A. Development Number/Name	Work Statement for Year 1 FFY: 2004	Work Statement Year 2 FFY: 2005	Work Statement Year 3 FFY: 2006	Work Statement Year 4 FFY:2007	Work Statement Year 5 FFY: 2008
NY42-1 LAKEVIEW APARTMENTS	See Annual Statement			$ 260,000.00	
NY42-3 SCHUYLER DEKALB					
NY42-6 WINBROOK APARTMENTS		$ 952,000.00	$ 680,996.00	$ 558,996.00	$ 55,000.00
B. Physical Improvements Subtotal		**$952,000.00**	**$ 680,996.00**	**$ 818,996.00**	**$ 55,000.00**
C. Management Improvement		$ -	$ 218,000.00	$100,000.00	$150,000.00
D. HA-Wide Nondwelling Structures & Equipment		$ -	$ -	$0.00	$405,000.00
E. Administration		$ 123,825.00	$ 130,000.00	$130,000.00	$130,000.00
F. Other		$ 253,171.00	$ 300,000.00	$280,000.00	$588,996.00
G. Replacement Reserve					
H. Total CFP Funds		**$ 1,328,996.00**	**$ 1,328,996.00**	**$ 1,328,996.00**	**$ 1,328,996.00**
I. Total Non-CGP Funds					
J. Grand Total					
Signature of Executive Director:		Date	Signature of Public Housing/Director of Native American Programs Adm		Date:

Form HUD-52834 (1/5/95)
ref. Handbook 7485.3

Five-Year Action Plan
Part III: Supporting Pages
Management Needs
Capital Fund Program (CFP)

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

Attachment ny042b

Annual Statement for Year 1 2004	Work Statement for Year 2 FFY: 2005			Work Statement for Year 3 FFY: 2006		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Cost
	1406 OPERATIONS			**1406 OPERATIONS**		
	Operation		$ 145,171.00	Operation		$ 100,000.00
	Sub Total Account # 1406		**$ 145,171.00**	**Sub Total Account # 1406**		**$ 100,000.00**
				1408 MANAGEMENT IMPROVEMENTS		
	1410 ADMINISTRATION			Security/Clerk/Training/Equipment/Travel		**$218,000.00**
	Executive Director (10%)	1	$ 13,650.00			
See	Modernization Coordinator (100%)	1	$ 77,850.00	**1410 ADMINISTRATION**		
Annual	Superintendent of Maintenance (10%)	1	$ 8,800.00	Executive Director (10%)	1	$14,332.00
Statement	Senior Clerk Typist (10%)	1	$ 4,000.00	Modernization Coordinator (100%)	1	$81,742.00
	Per Diem Account/CPA (15 days per annum)	1	$ 3,150.00	Superintendent of Maintenance (10%)	1	$9,240.00
	Legal/Audit Fees		$ 9,975.00	Senior Clerk Typist (10%)	1	$4,200.00
	Bookkeeper (10%)	1	$ 6,400.00	Per Diem Account/CPA (15 days per annum)	1	$3,465.00
	Sub-total Account # 1410		**$ 123,825.00**	Legal/Audit Fees		$9,981.00
				Bookkeeper (10%)	1	$7,040.00
				Sub-total Account # 1410		**$ 130,000.00**
	Subtotal of Estimated Cost		**$ 268,996.00**	Subtotal of Estimated Cost		**$ 230,000.00**

Form HUD-52834

Five-Year Action Plan
Part III: Supporting Pages
Management Needs

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

Capital Fund Program (CFP)

Annual Statement for Year 1 2004	Work Statement for Year 4 FFY: 2007			Work Statement for Year 5 FFY: 2008		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Cost
	Operations			**Operations**		
	Operations		**$ 100,000.00**	Operations		**$ 100,000.00**
	1408 MANAGEMENT IMPROVEMENTS			**1408 MANAGEMENT IMPROVEMENTS**		
	Security/Clerk/Training/Equipment/Travel		**$100,000.00**	Security/Clerk/Training/Equipment/Travel		**$150,000.00**
	1410 ADMINISTRATION			**1410 ADMINISTRATION**		
	Executive Director (10%)	1	$14,332.00	Executive Director (10%)	1	$14,332.00
	Modernization Coordinator (100%)	1	$81,742.00	Modernization Coordinator (100%)	1	$81,742.00
	Superintendent of Maintenance (10%)	1	$9,240.00	Superintendent of Maintenance (10%)	1	$9,240.00
	Senior Clerk Typist (10%)	1	$4,200.00	Senior Clerk Typist (10%)	1	$4,200.00
See	Per Diem Account/CPA (15 days per annum)	1	$3,465.00	Per Diem Account/CPA (15 days per annum)	1	$3,465.00
Annual	Legal/Audit Fees		$9,981.00	Legal/Audit Fees		$9,981.00
Statement	Bookkeeper (10%)	1	$7,040.00	Bookkeeper (10%)	1	$7,040.00
	Sub-total Account # 1410		**$ 130,000.00**	**Sub-total Account # 1410**		**$ 130,000.00**
	Subtotal of Estimated Cost		**$ 330,000.00**	Subtotal of Estimated Cost		**$ 380,000.00**

Form HUD-52834

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
Capital Fund Program (CFP)

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

Annual Statement for Year 1 2004	Work Statement for Year 2 FFY: 2005			Work Statement for Year 3 FFY: 2006		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Cost
See Annual Statement	**1430 FEES AND COSTS**			**1430 FEES & COSTS**		
	Sundry/Permits/Inspection Fees/Surveys.		$ 4,000.00	A/E Services/Permits/ Insp. Fees/Travel/Sundry/Fees		**$200,000.00**
	Update policies and procedures & procurement		$ 4,000.00			
	A/E Fees		$ 100,000.00	**1460 DWELLING STRUCTURE IMPROVEMENTS**		
	Sub-total Account # 1430		**$ 108,000.00**	NY42-6 WINBROOK APARTMENTS		
				New Windows		$680,996.00
				Subtotal Account # 1460		**$680,996.00**
	1460 DWELLING STRUCTURES					
	NY42-6 WINBROOK APARTMENTS					
	Bathroom Renovations		$ 900,000.00			
	Apartment painting		$ 52,000.00			
	Subtotal Account # 1460		**$ 952,000.00**			
	Subtotal of Estimated Cost		**$ 1,060,000.00**	Subtotal of Estimated Cost		**$880,996.00**

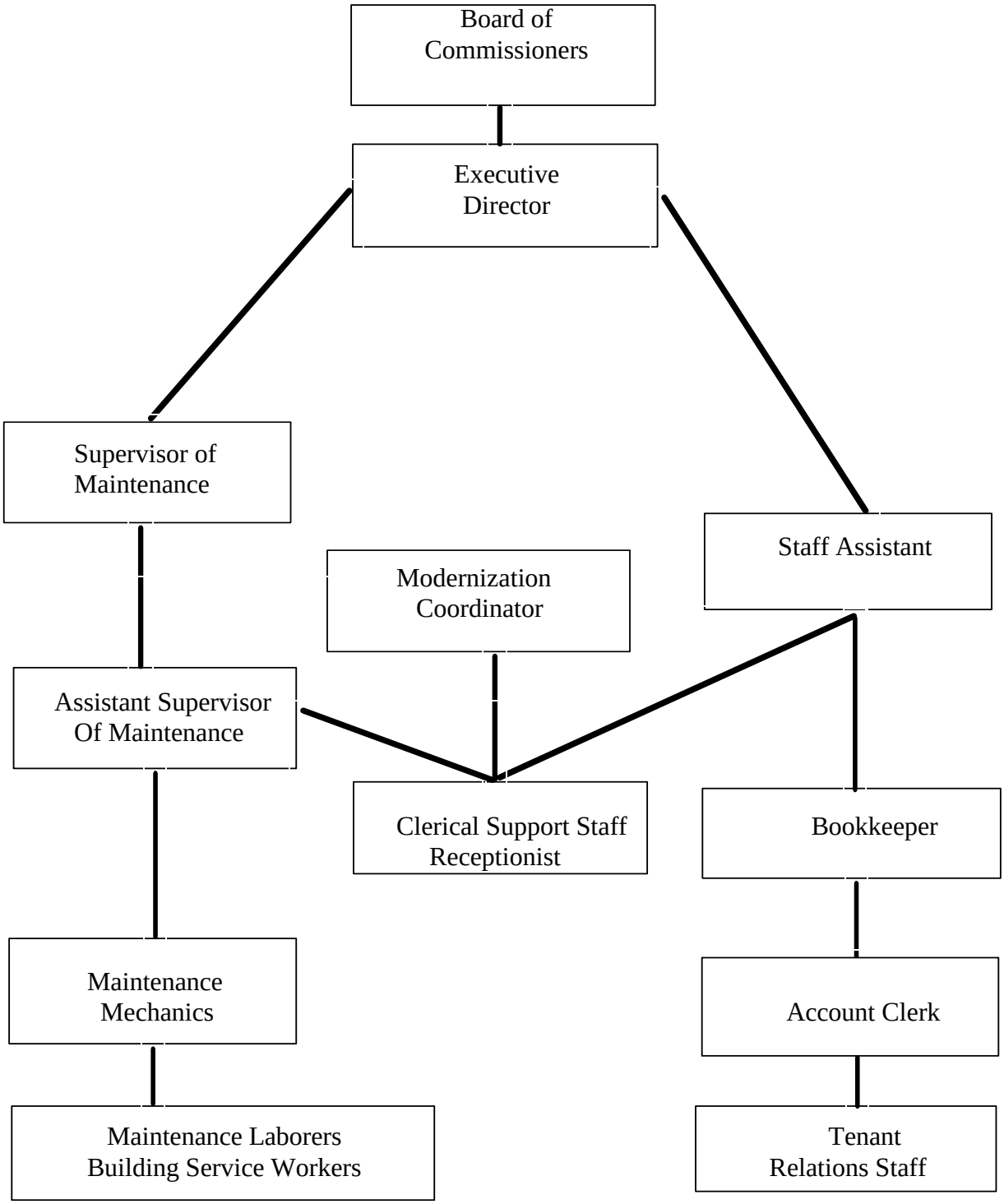
Form HUD-52834

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
Capital Fund Program (CFP)

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

Annual Statement for Year 1 2004	Work Statement for Year 4 FFY: 2007			Work Statement for Year 5 FFY: 2008		
	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Category	Quantity	Estimated Cost
	1430 FEES & COSTS			**1430 FEES & COSTS**		
	A/E Services/Permits/ Insp. Fees/Travel/Sundry/Fees		**$180,000.00**	A/E Services/Permits/ Insp. Fees/Travel/Sundry/Fees		**$185,746.00**
	1460 DWELLING STRUCTURES			**1450-SITE IMPROVEMENTS**		
	NY42-6 WINBROOK APARTMENTS			**NY42-1 LAKE STREET**		
	BLR Floor drains and painting		$ 25,000.00	Landscaping, fence work, Gates		$ 10,000.00
	BLR Windows		$ 20,000.00	**NY42-3 -86 DEKALB**		
	Apartment Painting		$ 100,000.00	Landscaping, Fence work, Gates, Playgrounds		$ 10,000.00
	New Apartment Doors		$ 238,996.00	**NY42-6 - WINBROOK**		
	Reinstall Hot Water tanks		$ 175,000.00	Landscaping, Playground upgrades, Walks, Ramps Striping		$ 25,000.00
	NY42-1 LAKEVIEW APARTMENTS			**Subtotal Account # 1450**		**$ 45,000.00**
	New Windows		$260,000.00			
	Subtotal Account # 1460		**$ 818,996.00**	**1460 DWELLING STRUCTURES**		
				NY42-6 WINBROOK APARTMENTS		
				Brick Pointing Parapet Wall Painting		$ 55,000.00
				Subtotal Account # 1460		**$ 55,000.00**
				1465 DWELLING EQUIPMENT		
See				**NY42-1 LAKE STREET**		
Annual				New Apartment doors and locks		$ 33,250.00
Statement				Terrace doors, screens and locks		$ 25,000.00
				NY42-3 86 DEKALB		
				New windows		$ 200,000.00
				Subtotal Account # 1465		**$ 258,250.00**
				1470 NON DWELLING STRUCTURES		
				NY42-3 86 DEKALB		
				Storage Area for Maintenance		$ 30,000.00
				Front Entreceway Re-Design		$ 200,000.00
				Subtotal Account # 1470		**$ 230,000.00**
				1475 NON DWELLING EQUIPMENT		
				NY42-1 LAKE STREET		
				Elevator Rehabilitation, maintenance Equipment		$ 100,000.00
				NY42-6 WINBROOK		
				Security (Surveillance System		$ 75,000.00
				Subtotal Account # 1475		**$ 175,000.00**
	Subtotal of Estimated Cost		**$998,996.00**	Subtotal of Estimated Cost		**$948,996.00**

WHITE PLAINS HOUSING AUTHORITY
ORGANIZATION CHART
(Attachment ny042c02)



WHITE PLAINS HOUSING AUTHORITY
Resident Advisory Board
(Attachment ny042d02)

120 Lake Street
Lola Small
Lugenia Tribble
Maria Harris
Patricia Diggs

86 DeKalb
Mary Burwell
Diane Diggs

225 MLK
Charlene Phillips
Madeline Bornds
Benzina Mazyck
Lilliam Gram
Ida Stewart
Gladys Bartley
Ida Stewart

11 Fisher
Vicky Ancrum
George Andrews
Shatisha Covington
Desirre Smith

33 Fisher
William Holt
Doreen Turner
Ralph & Mary Roberts

159 So. Lexington Ave
Barbara Edwards
Mary Glover
Louise Morton

135 So. Lexington Ave
Mary Edwards
Betty Gibbons

White Plains Housing Authority
Attachment "ny042e02"

Required Attachment D : Resident Member on the PHA Governing Board

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

A. Name of resident member(s) on the governing board:
   1) Mary Burwell
   2) Desiree Smith

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

C. The term of appointment is (include the date term expires):
   1) 6/01/2004
   2) 6/01/2004

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?
   ☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
   ☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
   ☐ Other (explain):

B. Date of next term expiration of a governing board member: 6/04/2004

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

WHITE PLAINS HOUSING AUTHORITY

Substantial Deviation from the 5-year Plan
and
Significant Amendment or Modification to the Annual Plan

(Attachment ny042f02)

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

- Any change to the Mission Statement;
- 50% deletion from or addition to the goals and objectives as a whole; and
- 50% or more decrease in the quantifiable measure of any individual goal or objective.

B. Significant Amendment or Modification to the Annual Plan:

- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement;
- Any change in the policy or procedure that requires a regulatory 30-day posting:
- Any submission to HUD that requires a separate notification to residents, such as Homeownership programs; and
- Any change inconsistent with the local, approved Consolidated Plan.

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART I: Summary

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

OMB Approval No. 2577-0157 (exp. 3/31/2002)

APPENDIX 6-1

attachment ny042g02

HA Name:	Comprehesive Grant Program:	FFY of Grant Approval:
WHITE PLAINS HOUSING AUTHORITY	**NY36P04250501**	**2001**

Original Annual Statement Reserve for Disasters/Em Revised Annual Statement/Revision Number___ Performance and Evaluation Report for Program Year Ending.
Final Performance and Evaluation Report. **SEPTEMBER 30, 2003**

	TOTAL ESTIMATED COST			**TOTAL ACTUAL COST (2)**	
Line No.	by Development Account	Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not to exceed 20% of line 20)				
3	1408 Management Improvements	$201,265.00	$201,265.00	$201,265.00	$111,169.60
4	1410 Administration	$112,200.00	$112,200.00	$112,200.00	$92,949.72
5	1411 Audit				
6	1415 Liquidated damages				
7	1430 Fees and Costs	$166,000.00	$166,000.00	$166,000.00	$153,726.69
8	1440 Site Acquisition				
9	1450 Site Improvements	$25,000.00	$25,000.00	$25,000.00	$25,000.00
10	1460 Dwelling Structures	$248,750.00	$248,750.00	$248,750.00	$248,750.00
11	1465.1 Dwelling Equipment - Nonexpandable	$300,000.00	$300,000.00	$300,000.00	$300,000.00
12	1470 Nondwelling Structures	$590,195.00	$590,195.00	$590,195.00	$590,195.00
13	1475 Nondwelling Equipment	$25,000.00	$25,000.00	$25,000.00	$25,000.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency (May not to exceed 8% of line 20)	$23,906.00	$23,906.00	$23,906.00	$23,906.00
20	Amount of Annual Grant (Sum of lines 2 - 19)	$1,692,316.00	$1,692,316.00	$1,692,316.00	$1,570,697.01
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director & Date:

Signature of public Housing Director/Office of Native American Programs Administrator & Date:

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

Form HUD-52837 (10/96)
Ref. Handbook 7485.3

Development Number/Name HA-wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Fund Expended (2)	
PHA-Wide	***Management Improvements***	**1408**						
	Security/ Training, Uniforms/ Travel/ Inc.			$143,765.00	$143,765.00	$143,765.00	$89,340.30	
	Clerk Assistant			$37,000.00	$37,000.00	$37,000.00	$21,829.30	
	Management Training/ Computers/Equipment/Travel			$20,500.00	$20,500.00	$20,500.00	$0.00	
	Total Account # 1408			**$201,265.00**	**$201,265.00**	**$201,265.00**	**$111,169.60**	
PHA-Wide	***Administration***	1410						
	Salaries			$103,300.00	$103,300.00	$103,300.00	$92,949.72	
	Legal/ Audit Fees			$8,900.00	$8,900.00	$8,900.00	$0.00	
	Total Account # 1410			**$112,200.00**	**$112,200.00**	**$112,200.00**	**$92,949.72**	
	Fees and Costs							
	Sundry			$4,000.00	$4,000.00	$4,000.00	$2,813.46	
	Update Comprehensive Grant Program			$4,000.00	$4,000.00	$4,000.00	$0.00	
	A & E Fees			$158,000.00	$158,000.00	$158,000.00	$150,913.23	
	Total Account # 1430			**$166,000.00**	**$166,000.00**	**$166,000.00**	**$153,726.69**	
PHA-Wide	***Site Improvements***							
	Landscaping, Paving & Exterior Furnishing			$5,000.00	$0.00	$0.00	$0.00	
	Landscaping, Paving & Exterior Furnishing			$10,000.00	$25,000.00	$25,000.00	$25,000.00	
	Landscaping, Paving & Exterior Furnishing			$10,000.00	$0.00	$0.00	$0.00	
	Total Account # 1430			**$25,000.00**	**$25,000.00**	**$25,000.00**	**$25,000.00**	
	Dwelling Structures							
NY42-1	Apartment and Stairwell Painting			$60,000.00	$248,750.00	$248,750.00	$248,750.00	
NY42-3	Replace boiler controls and valves			$9,000.00	$0.00	$0.00	$0.00	
NY42-6	Replace stairwell pans and paintings			$22,750.00	$0.00	$0.00	$0.00	
	Apartment Painting			$157,000.00	$0.00	$0.00	$0.00	
	Total Account # 1460			**$248,750.00**	**$248,750.00**	**$248,750.00**	**$248,750.00**	
	Dwelling Equipment							
NY42-1	Elevators			$100,000.00	$84,536.90	$84,536.90	$84,536.90	
NY42-3	Modernize Elevators & Equipment			$125,000.00	$140,149.44	$140,149.44	$140,149.44	
NY42-6	Modernize Elevators & Equipment			$75,000.00	$75,313.66	$75,313.66	$75,313.66	
	Total Account # 1465			**$300,000.00**	**$300,000.00**	**$300,000.00**	**$300,000.00**	

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

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

2 To be completed for the Performance Evaluation Report.

Annual Statement/Performance and Evaluation Report
U.S. Department of Housing
OMB Approval No. 2577-0157 (exp. 7/31/98)

Development Number/Name HA-wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Fund Expended (2)	
	Non-Dwelling Structures							
NY42-6	Tenant community room kitchen upgrade, shelving/ painting and other activities to complete CFP 2000			$50,000.00	$587,295.19	$587,295.19	$587,295.19	
NY42-1	Modernize Maint. Office and Admin. Storage floor tiles, shelving/ painting			$45,000.00	$2,899.81	$2,899.81	$2,899.81	
NY42-3	Modernize Maint. Office and Admin. Storage floor tiles, shelving/ painting			$15,000.00	$0.00	$0.00		
	Maintenance, Office Upgrade/ New Bldg.			$480,195.00	$0.00	$0.00		
	Total Account # 1470			**$590,195.00**	**$590,195.00**	**$590,195.00**	**$590,195.00**	
PHA-Wide	***Non-Dwelling Equpment***							
	Maintenance Equipment/ Vehicles			$25,000.00	$25,000.00	$25,000.00	$25,000.00	
	Total Account # 1475			**$25,000.00**	**$25,000.00**	**$25,000.00**	**$25,000.00**	
PHA-Wide	***Contingency***							
	Total Actual Cost			$23,906.00	$23,906.00	$23,906.00	$23,906.00	
	Total Account # 1502			**$23,906.00**	**$23,906.00**	**$23,906.00**	**$23,906.00**	
	Grand Total CFP 2001			**$1,692,316.00**	**$1,692,316.00**	**$1,692,316.00**	**$1,570,697.01**	

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

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

2 To be completed for the Performance Evaluation Report.

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

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

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

WHITE PLAINS HOUSING AUT.

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
Management Improvements PHA - Wide	6/30/03			6/30/05			
Administration PHA - Wide	6/30/03			6/30/05			
Fees & Costs PHA - Wide	6/30/03			6/30/05			
Site Improvements NY42-1/3/6	6/30/03			6/30/05			
Dwelling Structures PHA - Wide	6/30/03			6/30/05			
Dwelling Equipment	6/30/03			6/30/05			
NonDwelling Structures	6/30/03			6/30/05			
NonDwelling Equipment	6/30/03			6/30/05			
Contingency	6/30/03			6/30/05			

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

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

2 To be Completed for the Performance and Evaluation Report.

Form HUD-52837 (10/96)

Ref. Handbook 7485.3

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART I: Summary

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

OMB Approval No. 2577-0157 (exp. 3/31/2002)
attachment ny042h02
APPENDIX 6-1

Annual Statement for Year # 1 CFP 2002

HA Name:	Comprehesive Grant Program:	
WHITE PLAINS HOUSING AUTHORITY	**NY36P04250502**	**2002**

Original Annual Statement Reserve for Disasters/Em Revised Annual Statement/Revision Number___ Performance and Evaluation Report for Program Year Ending.
Final Performance and Evaluation Report. **SEPTEMBER 30, 2003**

	TOTAL ESTIMATED COST			**TOTAL ACTUAL COST (2)**	
Line No.	by Development Account	Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not to exceed 20% of line 20)				
3	1408 Management Improvements	$143,000.00	$143,000.00	$97,112.36	$0.00
4	1410 Administration	$114,100.00	$114,100.00	$0.00	$0.00
5	1411 Audit				
6	1415 Liquidated damages				
7	1430 Fees and Costs	$174,000.00	$174,000.00	$100,000.00	$0.00
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures	$10,000.00	$10,000.00	$0.00	$0.00
11	1465.1 Dwelling Equipment - Nonexpandable				
12	1470 Nondwelling Structures	$820,300.00	$820,300.00	$2,887.64	$2,887.64
13	1475 Nondwelling Equipment	$15,000.00	$15,000.00	$0.00	$0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency (May not to exceed 8% of line 20)				
20	Amount of Annual Grant (Sum of lines 2 - 19)	**$1,276,400.00**	**$1,276,400.00**	**$200,000.00**	**$2,887.64**
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director & Date:

Signature of public Housing Director/Office of Native American Programs Administrator & Date:

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

Form HUD-52837 (10/96)
Ref. Handbook 7485.3

Development Number/Name HA-wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost Original	Total Estimated Cost Revised (1)	Total Actual Cost Funds Obligated (2)	Total Actual Cost Fund Expended (2)	Status of Proposed Work (2)
ANNUAL	**MANAGEMENT IMPROVEMENTS**	**1408**						
STATEMENT	Security / Training, Uniforms / Travel / Inc.			$120,000.00	$120,000.00	$97,112.36	$0.00	80% Obligated
FOR YEAR 1	Clerk Assistance (10%)			$0.00	$0.00	$0.00	$0.00	No Activity
2002	Management Training / Computers			$8,000.00	$8,000.00	$0.00	$0.00	No Activity
	Equipment / Travel / Utility Software			$15,000.00	$15,000.00	$0.00	$0.00	No Activity
	Total Account # 1408			**$143,000.00**	**$143,000.00**	**$97,112.36**	**$0.00**	
PHA WIDE	**ADMINISTRATION**	**1410**						
	Executive Director (10%)		1 ea.	$13,000.00	$13,000.00	$0.00	$0.00	No Activity
	Modernization Coordinator (100%)		1 ea.	$74,130.00	$74,130.00	$0.00	$0.00	No Activity
	Superintendent of Maintenance (10%)		1 ea.	$8,400.00	$8,400.00	$0.00	$0.00	No Activity
	Senior Clerk Typist (10%)		1 ea.	$3,800.00	$3,800.00	$0.00	$0.00	No Activity
	Per Diem Account/CPA 15 days per Ann.		1 ea.	$2,200.00	$2,200.00	$0.00	$0.00	No Activity
	Bookkepper (10%)		1 ea.	$6,070.00	$6,070.00	$0.00	$0.00	No Activity
	Legal/Audit Fees		1 ea.	$6,500.00	$6,500.00	$0.00	$0.00	No Activity
	Total Account # 1410			**$114,100.00**	**$114,100.00**	**$0.00**	**$0.00**	
PHA WIDE	**FEES AND COSTS**	**1430**						
	Sundry		1 ea.	$4,000.00	$4,000.00	$0.00	$0.00	No Activity
	Update Policies & Procedures & Proc.		1 ea.	$4,000.00	$4,000.00	$0.00	$0.00	No Activity
	A & E Fees		1 ea.	$166,000.00	$166,000.00	$100,000.00	$0.00	60% obligated
	Total Account # 1430			**$174,000.00**	**$174,000.00**	**$100,000.00**	**$0.00**	
WINBROOK	**DWELLING STRUCTURES**	**1460**						
NY42-6	Restore Concrete, Ext. Repairs, Walls		5bldgs.	$10,000.00	$10,000.00	$0.00	$0.00	No Activity
	Total Account # 1460			**$10,000.00**	**$10,000.00**	**$0.00**	**$0.00**	

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

1 To be Completed for the Performance and Evaluation Report or a Revised Annual Statement
2 To be Completed for the Performance Evaluation Report.

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART II: Supporting Pages

U.S. Department of Housing
and Urban Development

OMB Approval No. 2577-0157 (exp. 7/31/98)
WHITE PLAINS HOUSING AUTHORITY

Annual Statement for Year #1 CFP 2002 **FFY 2002**

Development Number/Name HA-wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost Original	Total Estimated Cost Revised (1)	Total Actual Cost Funds Obligated (2)	Total Actual Cost Fund Expended (2)	Status of Proposed Work (2)
WINBROOK	**NON DWELLING STRUCTURES**	**1470**						
NY42-6	Administrative Offices/Maint. Upgrades			$820,300.00	$820,300.00	$2,887.64	$2,887.64	No activity
	Total Account # 1470			**$820,300.00**	**$820,300.00**	**$2,887.64**	**$2,887.64**	
WINBROOK	**NON DWELLING EQUIPMENT**	**1475**						
NY42-6	Computers			$4,000.00	$4,000.00	$0.00	$0.00	No Activity
	Furniture, maintenance & telephone equipment			$11,000.00	$11,000.00	$0.00	$0.00	No Activity
	Total Account # 1475			**$15,000.00**	**$15,000.00**	**$0.00**	**$0.00**	
	GRAND TOTAL CFP 2002			**$1,276,400.00**	**$1,276,400.00**	**$200,000.00**	**$2,887.64**	

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

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

2 To be completed for the Performance Evaluation Report.

Form HUD-52837 (10/96)

Ref. Handbook 7485.3

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART III: Implementation Schedule
WHITE PLAINS HOUSING AUTHORITY
(CFP2002)

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

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
Management Improvements PHA - Wide	5/31/04			5/31/05			
Administration PHA - Wide	5/31/04			5/31/05			
Fees & Costs PHA - Wide	5/31/04			5/31/05			
Site Improvements PHA - Wide	5/31/04			5/31/05			
Dwelling Structures NY42-1/3/6	5/31/04			5/31/05			
Dwelling Equipment PHA - Wide	5/31/04			5/31/05			
Nondwelling Structures PHA - Wide	5/31/04			5/31/05			
Nondwelling Equipment PHA - Wide	5/31/04			5/31/05			

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

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

2 To be Completed for the Performance and Evaluation Report.

Form HUD-52837 (10/96)

Ref. Handbook 7485.3

(Attachment ny042a02)

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART I: Summary

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

OMB Approval No. 2577-0157 (exp. 3/31/2002)

APPENDIX 6-1

Annual Statement for Year # 1 CFP 2003

HA Name:
WHITE PLAINS HOUSING AUTHORITY

Comprehesive Grant Program:
NY36P042 **2003**

Original Annual Statement Reserve for Disasters/Emergencies. Revised Annual Statement/Revision Number___ Performance and Evaluation Report for Program Year Ending.

Final Performance and Evaluation Report. **30-Sep-03**

ny042i01

		TOTAL ESTIMATED COST		TOTAL ACTUAL COST (2)	
Line No.	Summary by Development Account	Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not to exceed 20% of line 20)				
3	1408 Management Improvements	$215,000.00	$215,000.00	$0.00	$0.00
4	1410 Administration	$123,825.00	$123,825.00	$0.00	$0.00
5	1411 Audit				
6	1415 Liquidated damages				
7	1430 Fees and Costs	$182,000.00	$182,000.00	$0.00	$0.00
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpandable				
12	1470 Nondwelling Structures	$808,171.00	$808,171.00	$0.00	$0.00
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency (May not to exceed 8% of line 20)				
20	Amount of Annual Grant (Sum of lines 2 - 19)	**$1,328,996.00**	**$1,328,996.00**	**$0.00**	**$0.00**
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director & Date:

Signature of public Housing Director/Office of Native American Programs Administrator & Date:

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

2- To be completed for the Performance and Evaluation Report.

Form HUD-52837 (10/96)

Ref. Handbook 7485.3

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART II: Supporting Pages

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

OMB Approval No. 2577-0157 (exp. 7/31/98)
WHITE PLAINS HOUSING AUTHORITY
APPENDIX 6-1

Annual Statement for Year # 1 CFP 2003

FFY 2003

Development Number/Name HA-wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost Original	Total Estimated Cost Revised (1)	Total Actual Cost Funds Obligated (2)	Total Actual Cost Fund Expended (2)	Status of Proposed Work (2)
	MANAGEMENT IMPROVEMENTS	**1408**						
	Security / Training, Uniforms / Travel / Inc.			$175,000.00	$175,000.00	$0.00	$0.00	No Activity
	Clerk Assistance			$40,000.00	$40,000.00	$0.00	$0.00	No Activity
	Total Account # 1408			**$215,000.00**	**$215,000.00**	**$0.00**	**$0.00**	
PHA WIDE	**ADMINISTRATION**	**1410**						
	Executive Director (10%)		1 ea.	$13,650.00	$13,650.00	$0.00	$0.00	No Activity
	Modernization Coordinator (100%)		1 ea.	$77,850.00	$77,850.00	$0.00	$0.00	No Activity
	Superintendent of Maintenance (10%)		1 ea.	$8,800.00	$8,800.00	$0.00	$0.00	No Activity
	Senior Clerk Typist (10%)		1 ea.	$4,000.00	$4,000.00	$0.00	$0.00	No Activity
	Per Diem Account/CPA 15 days per Ann.		1 ea.	$3,150.00	$3,150.00	$0.00	$0.00	No Activity
	Bookkepper (10%)		1 ea.	$6,400.00	$6,400.00	$0.00	$0.00	No Activity
	Legal/Audit Fees		1 ea.	$9,975.00	$9,975.00	$0.00	$0.00	No Activity
	Total Account # 1410			**$123,825.00**	**$123,825.00**	**$0.00**	**$0.00**	
PHA WIDE	**FEES AND COSTS**	**1430**						
	Sundry		1 ea.	$4,000.00	$4,000.00	$0.00	$0.00	No Activity
	A & E Fees		1 ea.	$148,000.00	$148,000.00	$0.00	$0.00	No Activity
	Consulting Fees			$30,000.00	$30,000.00	$0.00	$0.00	No Activity
	Total Account # 1430			**$182,000.00**	**$182,000.00**	**$0.00**	**$0.00**	
	NON DWELLING STRUCTURES	**1470**						
NY42-6	New Admin. And Maintenance Office			$808,171.00	$808,171.00	$0.00	$0.00	No Activity
	Total Account # 1470			**$808,171.00**	**$808,171.00**	**$0.00**	**$0.00**	
	GRAND TOTAL CFP 2003			**$1,328,996.00**	**$1,328,996.00**	**$0.00**	**$0.00**	

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

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

Annual Statement/Performance and Evaluation Report
Capital Fund Program (CFP) PART III: Implementation Schedule
WHITE PLAINS HOUSING AUTHORITY
(CFP2003)

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

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
Management Improvements PHA - Wide	5/31/05			5/31/06			
Administration PHA - Wide	5/31/05			5/31/06			
Fees & Costs PHA - Wide	5/31/05			5/31/06			
Nondwelling Structures PHA - Wide	5/31/05			5/31/06			

Signature of Executive Director & Date:

X

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

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

2 To be Completed for the Performance and Evaluation Report.

Form HUD-52837 (10/96)

Ref. Handbook 7485.3

WHITE PLAINS HOUSING AUTHORITY

DECONCENTRATION AND INCOME TARGETING POLICY

(Attachment ny042j02)

DECONCENTRATION POLICY

1. Objective: The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the housing authority is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also the housing authority will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the housing authority does not concentrate families with higher income levels, it is the goal of the housing authority not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The housing authority will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the housing authority's computer system.

2. Actions: To accomplish the deconcentration goals, the housing authority will take the following actions:

   A. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.

   B. To accomplish the goals of:
      (1) Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income, and
      (2) Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income. the housing authority's Tenant Selection and Assignment Plan.

REAC FOLLOW UP PLAN
(Attachment ny042k02)

Communication

One of the White Plains Housing Authority priorities is Tenant Communication; it is the goal of the new administration. The housing authority will post notices of all resident meetings throughout the grounds; it will continue to rotate its Board of Commissioners monthly meetings throughout all its facilities. During these meetings the housing authority will continue to encourage active tenant participation. We will endeavor to issues quarterly newsletters. We believe that the planned tenant resource center, which will be adjacent to the new administration offices, will strengthen the communications between the administration and tenant groups.

Safety

The White Plains Housing Authority will continue to contract with the White Plains Department of Public Safety. We will invite representatives of the Police Department. We will look into the possibilities of installing security cameras and monitors. We are aggressively pursuing funding sources for theses item.

Neighborhood Appearance

The Housing Authroity will continue to neighborhood appearance a priority by timely gound cleaning. Residents will be advised of the importance of keeping grounds clean and flyers will be mailed to all tenants in the spring. The Housing Authority will develop a master landscape plan that will improve the Winbrook site.

REAC FOLLOW UP PLAN
Attachment ny042h01

Required Attachment D: Resident Member on the PHA Governing Board

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

A. Name of resident member(s) on the governing board:
1) Mary Burwell
2) Ida Stewart

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

C. The term of appointment is (include the date term expires):
1) 6/01/2004
2) 6/01/2004

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?
[ ] the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
[ ] the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
[} Other (explain)

B. Date of next term expiration of a governing board member: 6/04/2004

C. Name and title of appointing official (s) for governing board (indicate appointing official for the next position):

WHITE PLAINS HOUSING AUTHORITY

DECONCENTRATION AND INCOME TARGETING POLICY

(Attachment ny042j01)

DECONCENTRATION POLICY

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WHITE PLAINS HOUSING AUTHORITY
Statement of Progress of Agency's goals

attachment ny042l02

☒ *Reduce public housing vacancies.*
☒ The WPHA has reduced turn around time by prequalifying tenants and is providing additional facilities and staffing in a new facility to reduce turnaround time.

☒ *Improve public housing management : (PHAS SCORE)*
☒ The White Plains Housing Authority has achieved as a high performer - 90%. We will continue to provide additional training to improve employee skills to maintain proficiency in HUD rules and regulations.

☒ *Increase customer satisfaction:*
☒ The White Plains Housing Authority has increased resident awareness through periodic news releases and building notices.

☒ *Concentrate on efforts to improve specific management functions:*
Renovate or modernize public housing units:
☒ Increased dwelling unit interior renovations utilizing modernization grant funding.

☒ *Improve community quality of life and economic vitality. Provide an improved living environment. Implement measures to deconcentrate poverty by bringing higher income pubic housing households into lower income developments:*
☒ The WPHA Tenant relations staff is screening applicants to promote higher income applicants. Increase public housing tenant awareness and provide security systems to include cameras at specific problem areas

Promote self sufficiency and asset development of families and individuals.
PHA GOAL: Promote self-sufficiency ans asset development of assisted households.
☒ *Increase the number and percentage of employed persons in assisted families:*

☒ *Provide or attract supportive services to improve assistance recipients employability:*

☒ *Provide or attract supportive services to increase independence for the elderly or families with disabilities.*

☒ Applied for (ROSS) funding on a yearly basis to provide skilled consultants to facilitate self sufficiency.

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 objectives regardless of race, color, religion, national origin, sex, family status and disability:*

☒ *Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, family status or disability:*

☒ *Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:*

☒ Updated the Housing Authority`s existing affirmative opportunity policies on a yearly basis to ensure conformity with HUD guidelines regardless of race, color, religion, national origin, sex, family status or disability.

☒ Provided periodic notices at all public housing buildings.