

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

PHA Plans

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

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

**PHA Plan
Agency Identification**

PHA Name: Trumbull Metropolitan Housing Authority

PHA Number: OH008

PHA Fiscal Year Beginning: (mm/yyyy) 07/01/2004

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 businessoffice of the PHA
- PHA development management offices
- Other (list below)

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

A. Mission

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

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

THE MISSION OF THE TRUMBULL METROPOLITAN HOUSING AUTHORITY IS TO BE A LEADER IN THE HOUSING INDUSTRY BY PROVIDING SAFE, CLEAN AND MODERN HOUSING OPPORTUNITIES TO LOW INCOME PERSONS WHILE PROMOTING SELF-SUFFICIENCY, UPWARD MOBILITY, AND CUSTOMER SATISFACTION TO THE CITIZENS OF TRUMBULL COUNTY. THESE AIMS SHALL BE FURTHER ACHIEVED BY DEVELOPING PUBLIC-PRIVATE PARTNERSHIPS, HOMEOWNERSHIP AND ENTREPRENEURIAL OPPORTUNITIES.

B. Goals

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

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

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

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

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

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

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

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

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

Other PHA Goals and Objectives: (list below)

Goal Number 1: Enhance the attractiveness & marketability of the housing stock and neighborhoods in order to attract working families

In our ongoing efforts to improve the physical appearance and marketability of our developments, TMHA continued the renovation of 114 units and two community centers throughout Highland Terrace. Furthermore, six family developments have been equipped with new windows. Finally, outside funding is being sought to provide recreational activities to our residents.

The addition of the marketing professional did not produce the desired results, therefore the position has been eliminated and promotional focus returned to referring agencies. Professionally developed direct mail pieces and brochures are distributed to said organizations, with development-specific advertisements placed in local publications in an attempt to attract a broad range of applicants. Additionally, TMHA staff participates in various trade shows and expositions in order to improve the visibility of our developments throughout the community. A panel consisting of the Property Manager, Housing Director, Grants and Authority Relations Coordinator and Resident Selection Coordinator coordinate advertising activities.

Goal Number 2: Increase opportunities for the residents to become self-sufficient and increase the level of supportive services

The Family Self-Sufficiency program continues to be a catalyst for financial autonomy. A combined total of Seventy-five Public Housing and Section 8 families currently participate in

asset accumulation activities while being linked to services to overcome obstacles to self-sufficiency. The Elderly Service Coordinator, in her second year of operation, has provided more than 380 residents and their families with assistance and linkages to the services necessary to maintain a self-reliant lifestyle. TMHA also continues its collaboration with its resident tenant organizations by lending support to the Resident Opportunities and Self Sufficiency grant. Forty-one residents have completed courses designed to enhance employability while receiving the supportive services needed for success.

In addition to the above, TMHA is collaborating with local lending institutions and tenant organizations to explore potential programming designed to promote homeownership among our residents. The results of the assessment are pending.

Goal Number 3: Establish a staff development program that will result in increased team spirit, a more professional and knowledgeable staff, and exceptional customer service.

TMHA continues to identify and implement initiatives designed at building upon the team foundation exemplified by its employees. Most recently, the Executive Director has initiated a management development program designed to enhance staff continuity. Participating employees have been exposed to lessons in leadership from American success stories and performed team-building exercises. TMHA employees are also encouraged to partake in other activities that foster team spirit including giving of their time as well as their money to organizations such as the United Way and the American Cancer Society.

In order to develop the most knowledgeable and proficient staff possible, TMHA offers a college financial assistance package to all employees so that they can attain their associates or bachelors degree. Tuition, books and other educational expenses are paid for by the housing authority for courses that promote the mission and aims of TMHA or those that are related to the performance of the employee's current function within the organization. The Human Resource Director and all departmental supervisors are continuously searching for training that will produce the most skilled and educated staff possible.

Goal Number 4: Enhance and improve the quality of the fiscal management system and develop a plan for the continued increase in the availability of reliable management information.

The Finance Department, the Executive Director and all Department Directors collaborated to establish enhanced reporting for decision makers whenever financial issues are relevant. An internal review of duties has resulted in a reassignment of some staff responsibilities in order to increase efficiency. Additionally, system software was upgraded several times in the past year to augment the quality of the data, with an upgrade in all workstations imminent.

TMHA is in the data gathering stage to determine the benefits and disadvantages of departmental and site based budgeting. The results of the study are forthcoming.

Goal Number 5: Develop and implement a plan for the Authority to become more diversified and entrepreneurial with a goal to decrease dependency on HUD subsidy.

The purchase of a new administrative office building has allowed TMHA to lease company space to agencies that provide services to our collective clients as well as afford our organization the opportunity to market our former home to prospective tenants. This has resulted in a shared cost burden among agencies and an additional revenue source for our organization. The Executive Director, staff and Board will continue to advance new, and enhance current county, city, community, and state relationships so that additional development can be accomplished.

Goal Number 6: Identify additional housing needs of Trumbull County and execute initiatives to meet those needs.

TMHA staff continues to determine the housing needs of Trumbull County and respond to those needs accordingly. As a direct result of our efforts to seek entities of like-mission and form lasting partnerships so that we may collectively meet identified needs, an additional twenty-five housing choice vouchers were obtained through a collaborative effort with the local continuum of care. This endeavor will provide rental assistance and supportive services to homeless disabled individuals throughout our community.

Of existing holdings, TMHA has identified Fairview Gardens as a candidate for demolition with Colt Court scheduled for possible strategic reutilization. The procedures to complete the aforementioned tasks have been initiated. The purchases of existing properties and development of land for future expansion, specifically in the City of Girard, are also tasks that are being explored aggressively.

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 purpose of the Agency Plan is to empower and equip the PHA to exercise optimum flexibility in meeting local housing needs within the community while meeting its own needs.

This document contains the Agency Plan for FY-2004-FY-2008 Five-Year Plan that includes the Authority's mission and long- range goals and objectives. The FY-2004 Annual Plan addresses the Authority's immediate operations including current policies, program participants, programs and services, and the TMHA's strategy for handling operational concerns, resident concerns and needs, and programs and services for the upcoming fiscal year.

The Agency Plan outlines the TMHA efforts in meeting the needs of the low and very-low income population in its community as well as serves as a management, operational and accountability tool. The authority's residents, community leaders and organizations, and State and local authorities communicated with the Authority during the development of the Agency Plan to ensure that the needs of the residents and community were addressed in the Agency Plan. The Agency Plan is consistent with the Consolidated Plan.

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 Five-Year Plan is defined as a change to the mission statement or the goals and objectives that would cause a change in the service provided to PH residents or to Section 8 Program participants including a significant change in the

Authority's financial situation. We do not anticipate any substantial deviation during the upcoming fiscal year.

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

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

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
☆	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
☆	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
☆	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
☆	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
☆	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
☆	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 Policies
☆	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	A & O Policy	
☆	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
☆	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
	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
☆	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
☆	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
☆	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> 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	Annual Plan: Community

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	resident services grant) grant program reports	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
☆	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	4,300	4	3	2	3	3	4
Income >30% but <=50% of AMI	6,600	3	3	3	3	3	3
Income >50% but <80% of AMI	3,500	2	4	4	3	3	3
Elderly	1,970	4	3	3	4	3	3
Families with Disabilities	650	4	3	3	4	3	3
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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:
- 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)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	177		
Extremely low income <=30% AMI	137	77	
Very low income (>30% but <=50% AMI)	35	20	
Low income (>50% but <80% AMI)	5	3	
Families with children	115	65	
Elderly Families	30	17	
Families w/ Disabilities	35	20	
Race/ethnicity (black)	44	25	
Race/ethnicity (white)	132	75	
Characteristics by BR Size (PH Only)	9	5	
1BR	86	49	
2 BR	54	31	
3 BR	22	13	
4 BR	3	2	
5 BR	3	2	
5+ BR	NA		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			

Housing Needs of Families on the Waiting List			
	# of families	% of total families	Annual Turnover
Waiting list total	732		
Extremely low income <=30% AMI	532	73	
Very low income (>30% but <=50% AMI)	175	24	
Low income (>50% but <80% AMI)	25	3	
Families with children	550	75	
Elderly families	41	6	
Families with Disabilities	122	17	
Race/ethnicity 1	311	42	
Race/ethnicity 2	405	55	
Race/ethnicity 4	2	1	
Characteristics by Bedroom Size (PHOnly)			
1BR	NA		
2 BR	NA		
3 BR	NA		
4 BR	NA		
5 BR	NA		
5+ BR	NA		
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 12			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		
a) Public Housing Operating Fund	\$2,800,000	
b) Public Housing Capital Fund	\$2,000,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,800,000	
f) PHDEP (including any Technical Assistance funds)	-0-	
g) ROSS Grants	-0-	
h) CDBG	-0-	
i) HOME	-0-	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
	-0-	
3. Public Housing Dwelling Rental Income	\$1,500,000	Public Housing Operations
4. Other income (list below)		
Non-Dwelling Rental	\$10,000	Public Housing Operations
4. Non-federal sources (list below)		
Total resources	\$10,110,000	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) At the time of application taking, verification for eligibility is begun.**

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) **Credit Check**

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 **(By Appointment)**

Other (list below)

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 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
- Other (list)

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
NA			

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

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

Search time may be extended provided families document efforts to locate a unit and provide a list of units/landlords prior to the expiration of the voucher. Extensions are

also provided for medical reasons and to provide reasonable accommodation for disabled applicants/program participants.

(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) TMHA will give preference to families not currently receiving assistance in other subsidized programs.

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

same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 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) TMHA will give preference to families not currently receiving assistance in other subsidized programs.

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

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

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

Only those policies enacted under the QHWRA of 1998 concerning minimum rent hardship exemptions have been adopted.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The Trumbull Metropolitan Housing Authority operates a total of 1,370 public housing units in 14 developments located in Trumbull County. The Trumbull Metropolitan Housing Authority provides housing to approximately 2,290 very-low, low and moderate-income public housing residents of Trumbull. Also, Section 8 existing residents and those under the TMHA Voucher program make up approximately 1,826 tenants in approximately 850 total units.

The TMHA is a standard performer under its most recent PHAS submission. The Trumbull Metropolitan Housing Authority strives to provide quality housing for low-income families, help residents increase their opportunities for self-sufficiency and achieve economic independence.

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	1,370	
Section 8 Vouchers	850	
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
PHDEP		
Other Federal Programs(list individually) New Construction	350	

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)

Personnel Policy, Procurement Policy, Capitalization Policy, Cash Management and Investment Policy, Insurance Policy, and Disposition of Property Policy and Housing Manager Guidebook.

(2) Section 8 Management: (list below)

Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment oh008a01

-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 oh008b01

-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: Fairview Gardens 1b. Development (project) number: OH 008-04
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(10/2007)</u>
5. Number of units affected: 198*
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development (*Two units approved for demolition 2004)
7. Timeline for activity: a. Actual or projected start date of activity: 10/2007 b. Projected end date of activity: 10/2009

***The disposition of this property is included in the TMHA Asset Management Plan.**

Demolition/Disposition Activity Description
1a. Development name: Colt Court* 1b. Development (project) number: OH 008-08
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(10/2007)</u>
5. Number of units affected: 24
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 10/2007 b. Projected end date of activity: 10/2008

***The disposition of this property is included in the TMHA Asset Management Plan. Colt Court consists of 24 units and is one of three scattered sites making up OH-008-08.**

In addition to the specific activity identified above, the TMHA is currently assessing the feasibility of partial/complete demolition and/or disposition of other public housing properties that will improve the potential for long term viability and enhance the quality of life for residents.

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:	Riverview Buckeye
1b. Development (project) number:	OH00803
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(12/05/97)
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	150
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

or approved:

- 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

Initial Voluntary Conversion Assessment

1. How many of the PHA's developments are subject to the Required Initial Assessments? TMHA has 14 developments, 7 of which are covered developments.
2. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy developments)? **Seven developments are high-rise buildings for the elderly/disabled as originally constructed.**
3. How many Assessments were conducted for the PHA's covered developments?
Seven
4. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments. **None at this time, however, we do understand that this is a non-binding assessment and the Housing Authority is pursuing the development of a complete asset management plan at this time and will report on any progress in the next agency plan submittal.**

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

TMHA, in partnership with a local lending institution, has commenced implementation of a Section 8 homeownership program during this fiscal year and will report on activities in the annual plan update for the fiscal year beginning 07/2005.

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 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive

services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Youth Leadership Development Program	*	Current Residents	PHA Main Office 801, 802, 804, 808	Public Housing Residents
Youthbuild	*	Specific Criteria	PHA Main Office	Public Housing and others
Computer Learning Centers	*	Current Residents	801	Public Housing Residents
*Program size varies from site to site.				

(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	0	0
Section 8	50	50

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:

The TMHA is meeting mandatory minimum program size and we have done the following:

1. Hired a Coordinator
2. Revised Action Plan
3. Notify current residents about programs and base implementation procedures on number of respondees.
4. Proceeded with evaluations
5. Entered into Contract with participants
6. If asked, work with all agencies involved
7. Commenced homeownership initiative.

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)

Highland Terrace	Trumbull Homes
Fairview Gardens	Colt Court

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)

Highland Terrace	Trumbull Homes
Fairview Gardens	Colt Court

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)

Highland Terrace
Fairview Gardens

Trumbull Homes
Colt Court

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.

NA PHDEP FUNDS NOT AVAILABLE

- 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)]

Pet Policy submitted with the 2001 PHA Plan Update. Current Policy on display and available for comment prior to public hearing.

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.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

In addition to the specific activity identified in Section 8 above, the TMHA is currently assessing the feasibility of partial/complete demolition and/or disposition of other public housing properties that will improve the potential for long-term viability and enhance the quality of life for residents.

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
 - Provided below:
3. In what manner did the PHA address those comments? (select all that apply)

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

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

- 1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
- 2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (State of Ohio Consolidated Plan)
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.

Statement of Progress/Goals and Objectives

Resident Advisory Board Members

Resident Commissioner on HA Governing Board

Resident Customer Service Survey – Action Plan

Community Service Policy/Procedures

Deconcentration Policy

TMHA Resident Advisory Board Members

DEVELOPMENT	MEMBER
Trumbull Homes	Linda Hernandez
Highland Terrace	Karen Henderson
Riverview Buckeye	Richard Wood
Fairview Gardens	Glenn Matlock
Riverview Tod	Blanche Brackett
McKinley Towers	Nicholas Edgar
Hubbard Manor	Robin Daniels
Warren Scattered Sites	
Girard Scattered Sites	Shirley Smith
Northview	Jim Edwards
Eastview	
Hilltop Gardens	Joy Galloway
Valley West	Diane Steele
The Elms	Hilda Wray
Forest Ridge	
Heaton House	Barb Hyden
West Park Manor	Rita Bruce

Resident Member on TMHA Governing Board

C. Robert Wyndham
 Resident of The Elms
 Current Term Expires: 7/25/2004
 Appointed by the Mayor of the City of Warren

**RESIDENT CUSTOMER SERVICE AND SATISFACTION SURVEY
ACTION PLAN**

The Trumbull Metropolitan Housing Authority (TMHA) will develop an action plan for three areas of the resident customer service survey that fall below 75 percent in accordance with HUD requirements. As a result of the survey, the TMHA must respond in the following areas: communication, safety and security, and neighborhood appearance. This action plan addresses the required areas as reported in the Resident Assessment Sub System.

Communication:

To address the perceived communication problems, we should reach residents that feel we do things well and encourage them to complete the survey. Additionally, TMHA will actively encourage better communications among our residents by carrying out a public information program designed to create and maintain a favorable public image for the TMHA. The following bulleted communication and marketing plan can address and improve our scores.

- Plan, direct develop, and communicate information designed to keep our residents and the public informed of TMHA programs, maintenance, modernization, accomplishments and objectives
- Plan and direct public relations efforts to meet needs, objectives and policies of TMHA
- Arrange for and conduct resident/public contact programs designed to meet TMHA objectives and promote good will through such publicity efforts as speeches, exhibits, films, tours and question/answer sessions with resident advisory board
- Identify opportunities for promoting the TMHA and its message
- Develop contacts and relationships with media representatives to create opportunities for promoting TMHA
- Advise executive director, board and management staff on results of information sharing meetings, issues, communication strategies and resident/community relations projects and activities
- Coordinate news releases and other public information with all departments, public officials and media representatives
- Prepare pamphlets, articles, speeches, scripts, marketing material and related information material
- Evaluate on-going effectiveness of TMHA programs and activities, including residents for preparation of future REAC surveys

Safety and Security:

To address our deficiencies as cited in the Safety and Security portion of the survey, Trumbull Metropolitan Housing Authority will implement the following:

- Security Coordinator will conduct weekly property inspections and report broken lights, or areas that need additional lighting to maintenance staff
- TMHA conducts a special HUD/LEADS (**Law Enforcement Automated Data System**) via the Ohio State Patrols for nationwide criminal backgrounds, contracting with public record searches, utilizing OPEN On-Line, a national employment screening and investigative group, conducting local criminal backgrounds with the Trumbull County Sheriff's office, Ohio Department of Corrections and the credit bureau.
- TMHA contracts with four different local police agencies for public housing community policing activities

Site and Neighborhood Conditions:

Again, TMHA has made great strides in continuously improving the appearance of our developments. We suggest the following plan to address the concerns and improve our score:

- Development of a **“Walk Your Development”** Initiative, a form for housing managers to submit on a weekly basis; housing managers will spend at least one hour documenting areas that need attention, ensuring that work orders are phoned in and followed up, addressing trash and litter enforcement, tracking parking lots and documenting unregistered vehicles, thus fully utilizing the current tag and tow program
- Funds permitting, family playground and picnic facilities can be installed; establish relationships with outside agencies to promote positive activities for the children of the developments
- Institution and enforcement of the local police authorities ‘noise ordinance’ via documented written reports from housing managers and tenants

TMHA Community Service and Self Sufficiency Requirements

OFFICE PROCEDURES

New Move-Ins:

1. Application Office will advise new residents 18 and older of the requirements.
2. Policy will be reviewed and person will be advised of the action that will be taken if they are not in compliance.
3. Lease Addendum will be signed until new leases are written to accommodate change.
4. Resident will be provided a list of participating agencies or accepted methods to satisfy Community Service Requirements.
5. Each resident, 18 and older, will be given a Volunteer Verification Sheet and a list of participating agencies and programs to fulfill the requirement.
6. Persons will be advised to contact their management offices with questions.

Re-examinations:

1. Managers will review requirements at yearly re-examinations.
2. Policy will be reviewed and lease addendums signed, if needed.
3. Residents are to be advised of the action that will be taken if they are not in compliance.
4. Managers will check for persons living in that household will be required to comply.
5. Residents will be provided a list of activities that TMHA considers to be activities that fulfill the requirements.
6. Residents will be given a Community Service Verification Form.
7. Residents are to return the form on a quarterly basis. Once returned, a new form will be given to the resident.
8. Residents failing to return their Verification Forms or failing to comply with the requirement will be given an opportunity to correct the problem by signing an agreement to comply. The Agreement to Comply gives the resident an opportunity to make up any hours missed over the next 12 months. Residents will also have to keep up with the present year's hours or a lease termination will be issued.

Interim Re-Examinations:

1. During the course of a year, any residents that reports no income, total loss of employment, or provides information that would require them to perform Community Service, will have to be informed of steps 1 through 7 above.
2. When resident status has changed because of age, disability, employment, vocational program or Family Self-Sufficiency Program, his/her status will be coded correctly on the Community Service Roster in the management offices. The name and reason for exemption will be written on the Community Service Report.

In-House Process

1. Clerk-typists will generate a re-exam report each month and indicate who will have to be notified of the requirement at the re-exam appointment for that month.
2. Additions or deletions from any interims will be recorded on their lists so that the manager can review the quarterly verification sheets prior to the appointment.
3. Managers will review the forms for the following:
 - a. Proper completion.
 - b. Compliance.
4. Residents not in compliance will be sent a letter by the Manager informing them of their non-compliance for the previous year, and of the possibility of an action to terminate their lease if they do not comply.
5. Non-complying residents, will be required to enter into an “ Agreement to comply with Community Service Requirements”. If resident enters a compliance agreement, the hours being made up are in addition to the current year’s requirement. The current year’s requirements must be kept current.

**Agreement to Comply with Community Service Requirements
TRUMBULL METROPOLITAN HOUSING AUTHORITY**

Date:

Name:

Address:

As a result of the Quality Housing and Work Responsibility Act passed by Congress in 1998, HUD has mandated that all non-exempt residents over the age of 18 must perform eight (8) hours of Community Service a month, as part of their lease agreement with Trumbull Metropolitan Housing Authority.

According to our records, the following household member has not fulfilled the monthly requirement

Name	Relationship	Age
------	--------------	-----

By signing this agreement, I agree to participate in an economic self-sufficiency program or agree to contribute to community service for as many hours as needed to comply with the requirements over the last 12-month period. The hours will be made up over the next twelve (12) month period, and I shall, at the same time, stay current with this year's community service requirement.

I fully understand that if I do not comply with this requirement, Trumbull Metropolitan Housing Authority will not renew my lease after the twelve-month term expires. Lease Termination for failure to comply with the Community Service Requirements is subject to the Grievance Procedure.

_____ **I understand that it is my responsibility to report my progress on a quarterly basis to the housing manager or their staff.**

_____ **I understand that it is my responsibility to provide documentation if my status changes during the course of the year.**

Signature

Date

Housing Manager

Date

List of Agencies:

Trumbull Metropolitan Housing Authority:

- *Computer Learning Centers**
- *Chaperones for field trips.**
- *Community Beautification**
- *Tenant Association Activities and Fundraisers**
- *Tenant Patrol**

Red Cross

Trumbull County Jobs and Family Services (Complying with State Welfare Agency Requirements)

CONTACT

Warren City Schools

SCOPE

Rebecca Williams

Urban League

Hospitals

Valley Counseling

Community Volunteer Council

DECONCENTRATION POLICY

I. Introduction

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires that the Housing Authority adopt policies and procedures governing the deconcentration of poverty and income mixing as required by section 10(a)(3)(B) of the 1937 Housing Act. It is the Housing Authority's (HA) policy to provide for deconcentration of poverty and encourage income mixing.

The goal of this policy is lessen the concentration of poverty and to create mixed-income communities and within the HA's public housing developments. This will be accomplished through admissions practices designed to bring in higher income residents to lower income developments and lower income residents into higher income developments. Toward this end, HA will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Deconcentration Policy is intended to work in conjunction with the Authority's annual income targeting requirements. The QHWRA requires that 40 percent of all new admissions to public housing developments during a fiscal year must be residents whose household income, at the time of admission, is equal to or lower than 30 percent of the Area Median Income. This "income targeting" requirement is separate from the Deconcentration Policy, which is comparative in nature.

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

II. DEFINITIONS

The following definitions are provided in order to clearly and define the affected developments and families under this Deconcentration Policy. A final rule was published at 24 CFR 903 on August 6, 2002, amending the definition of "Established Income Range" and that change is reflected in this revised policy.

Covered Developments: Public housing developments that are of general occupancy or family public housing developments that are not exempt from the deconcentration requirement.

Exempt Developments: Public housing developments that are operated by housing authorities with fewer than 100 units; public housing developments that house only elderly persons or persons with disabilities, or both; public housing developments operated by housing authorities that operate only one general occupancy development; public housing developments approved for demolition or conversion to tenant-based assistance; and public housing developments that include units operated in accordance with a HUD-approved mixed-finance plan using HOPE VI or public housing funds awarded before the effective date of the Deconcentration Final Rule.

PHA-Wide Established Income Range: The average annual household income of all residents of all covered developments is the PHA-Wide Established Income Range (EIR).

Development Average Household Income: The average annual household income of all residents of a specific covered development.

Developments Outside the PHA-Wide Established Income Range: A development where the Average Household Income is between 85 percent and 115 percent of the PHA-Wide EIR is considered to be within the PHA-Wide EIR. If the average household income in a development is less than 85% of the EIR or greater than 115% of the EIR, the development is considered to be outside the PHA-Wide EIR **with the following exception:**

A covered development with an average household income exceeding 115% of the PHA-Wide EIR shall not be considered outside the PHA-Wide EIR if the upper limit that exceeds 115% of EIR is less than 30 per cent of area median income.
(24 CFR 5.603(b)).

III. ANALYSIS

In order to achieve and maintain deconcentration, the HA will comply with the following:

- a) Determine the PHA-Wide Established Income Range for all covered developments at least an annual basis.
- b) Determine the average household income for each covered development.
- c) Determine whether each covered development falls above, within, or above the established income range, **except that the upper limit shall never be less than 30 per cent of the median area income limit.**
- d) Determine, for those developments having average incomes outside the established income range, if there are factors to explain and/or justify the income profile as being consistent with and furthering two sets of goals: the goals of deconcentration and income mixing as specified by the statute; and the local goals and strategies contained in the HA Annual Plan.
- e) Where the income profile for a covered development is not explained and/or justified in the HA Annual Plan a specific policy to provide for deconcentration and income mixing in applicable covered developments.

Analysis will be completed at least annually, but may be accomplished more frequently to determine the effectiveness of various initiatives employed to achieve deconcentration.

IV. ACTION PLAN

If a covered development has been identified as falling above or below the established income range, the HA will define and communicate specific procedures to be employed with the goal of achieving deconcentration. It is the goal of the HA to generally increase the level of income for residents of public housing, create more stratified developments, and obtain agency self sufficiency, therefore; the Deconcentration Policy shall not be employed to be counterproductive to that goal. In addition, the policy will, under no circumstances, be employed through steering or in any way reducing the choice in residence of the individual family.

In order to deconcentrate a development, the HA will contact the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income-targeting goal. To the greatest extent possible, the HA will provide incentives to encourage families with incomes below the established income range to accept units in developments with incomes above the established income range or to encourage families with incomes above the established income range to accept units in developments with incomes below the established income range.

The HA may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development. Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner. These may include but are not limited to:

- a) Rent Incentives to select particular developments.
- b) Payment Plans for deposits.
- c) Flexibility in move-in dates.

A family has the sole discretion whether to accept an offer of a unit made under the HA's deconcentration policy. HA shall not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the deconcentration policy.

	A	B	C	D	E	F	G	H	I	
3	Work Categories	Account		Cost	To	Funds	Funds	Status of Proposed Work		
4	CFP Yr 13- 50104	Number		Original	Expend	Obligated (2)	Expended (2)			
5										
6	HA-Wide Operations 1406 / Veh. Data. Wireless	1406	LS	\$100,000.00	\$100,000.00					
7	HA-Wide Law Enforcement / Additional Police 1408	1408	All	\$100,000.00	\$100,000.00					
8	HA-Wide Security Manager 1408	1408	1	\$41,000.00	\$41,000.00					
9	HA-Wide Resident Initiative Coordinator 1408	1408	1	\$34,000.00	\$34,000.00					
10	HA-Wide Maintenance Training 1408	1408	LS	\$12,000.00	\$12,000.00					
11	HA-Wide Funding for DHD Staff @ 10% 1410	1410	100%	\$100,000.00	\$100,000.00					
12	HA-Wide A & E services / Fees and Costs 1430	1430	100%	\$100,000.00	\$100,000.00					
13	HA-Wide Common Area Security Lock System 1470	1470	LS	\$69,015.00	\$69,015.00					
14	HA-Wide Contingency 1502	1502	LS	\$0.00	\$0.00					
15	OH806 Relocation 1495	1495	LS	\$12,500.00	\$12,500.00					
16	OH806 Elevator Update	1470	80%	\$100,000.00	\$100,000.00					
17	OH806 Building Sprinkler 1470	1470	60%	\$210,000.00	\$210,000.00					
18	OH806 Common Area Remodel	1470	30%	\$477,000.00	\$477,000.00					
19	OH806 Unit Remodel	1460	24%	\$552,000.00	\$552,000.00					
20	OH813 Unit Door Lock Replacement	1460	LS	\$40,000.00	\$40,000.00					
21										
22										
23										
24										
25										
26										
27										
28										
29										
30			\$0.00	\$1,947,515.00	\$1,947,515.00	\$0.00	\$0.00			
31							\$1,947,515.00			

CFP Yr 13- 50104

7/6/2004

1406	
Original	100,000.00
Obligated	0.00
Expended	0.00
Balance	100,000.00

1408	
Original	187,000.00
Obligated	0.00
Expended	0.00
Balance	187,000.00

1410	
Original	100,000.00
Obligated	0.00
Expended	0.00
Balance	100,000.00

1430	
Original	100,000.00
Obligated	0.00
Expended	0.00
Balance	100,000.00

1450	
Original	
Obligated	
Expended	
Balance	0.00

1460	
Original	592,000.00
Obligated	0.00
Expended	0.00
Balance	592,000.00

1465	
Original	
Obligated	
Expended	
Balance	0.00

1470	
Original	856,015.00
Obligated	0.00
Expended	0.00
Balance	856,015.00

1485	
Original	
Obligated	
Expended	
Balance	0.00

1495	
Original	12,500.00
Obligated	0.00
Expended	0.00
Balance	12,500.00

1502	
Original	0.00
Obligated	0.00
Expended	0.00
Balance	0.00

All	
Original	1,947,515.00
Obligated	0.00
Expended	0.00
Balance	1,947,515.00

\$1,947,515.00
\$0.00

Capital Fund Program (CFP)

Part I: Summary

HA Name Trumbull Metropolitan Housing Authority	Comprehensive Grant Number OH12P008-50104	FFY of Grant Approval 2004
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Original Annual Statement
 Reserve for Disaster/Emergencies
 Revised Annual Statement/Revision Number
 Performance and Evaluation Report for Program Year Ending _____
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$100,000.00			
3	1408 Management Improvements	\$187,000.00			
4	1410 Administration	\$100,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$100,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$592,000.00			
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures	\$856,015.00			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1495.1 Relocation Cost	\$12,500.00			
16	1490 Replacement Reserve				
17	1498 Mod Used for Development				
18	1499 Development Activities				
19	1502 Contingency (may not exceed 8% of 19)				
19	Amount of Annual Grant (Sum of lines 2-19)	\$1,947,515.00		\$0.00	\$0.00
20	Amount of line 19 Related to LBP Activities	\$0.00			
21	Amount of line 19 Related to Section 504 Compliance	\$0.00			
22	Amount of line 19 Related to Security	\$181,000.00			
23	Amount of line 19 Related to Energy Conservation	\$0.00			

Signature of Executive Director and Date 3/1/2004
 Donald W Emerson Jr., Executive Director
 X

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

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

HA-Wide

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)	Funds Expended (2)	
HA-Wide	Oper.Veh./Computers/VPN	1406	LS	\$100,000.00				
HA-Wide Mgmt. Improvmts	Law Enforcement / Additional Police Security Manager	1408	LS	\$100,000.00				
	R.I. Coordinator	"		\$41,000.00				
	Maintenance Training	"		\$34,000.00				
		"		\$12,000.00				
			Total 1408	\$187,000.00	\$0.00	\$0.00	\$0.00	
HA-Wide Admin	Funding for DHD Staff	1410	LS	\$100,000.00				
HA-Wide Fees and Costs	A & E services / Fees & Costs	1430	LS	\$100,000.00				
HA-Wide	Access Control / Sec. Locks	1470	LS	\$69,015.00				
"	Contingency	1502	LS	\$0.00				
HA-Wide Totals				\$556,015.00	\$0.00	\$0.00	\$0.00	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

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

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)	Funds Expended (2)	
OH806 McKinley Towers 105 Units	Start Comprehensive Modernization Elevator Update	1470	80%	100,000.00				
	Sprinkler System	1470	60%	210,000.00				
	Common Area Remodel	1470	10%	477,000.00				
	Remodel Units	1460	22	552,000.00				
	Relocation	1495	25%	12,500.00				
Total, McKinley			Project Total:	\$1,351,500.00	\$0.00	\$0.00	\$0.00	

Signature of Executive Director and Date

X

Signature of Public Housing Director or Office of Native American Programs Administrator and 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

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)	Funds Expended (2)	
OH813 Eastview Apartments 52 Units	Unit Access Control	1460	LS	40,000.00				
Total, Eastview			Project Total:	\$40,000.00	\$0.00	\$0.00	\$0.00	

Signature of Executive Director and Date

X

Signature of Public Housing Director or Office of Native American Programs Administrator and 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

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1406	Sep-06			Sep-07			
1408	Sep-06			Sep-07			
1410	Sep-06			Sep-07			
1430	Sep-06			Sep-07			
1450							
1470	Sep-06			Sep-07			
1485							
1495	Sep-06			Sep-07			
1502							
OH801 Trumbull							
OH802 Highland Terrace							
OH803 Buckeye							
OH804 Fairview							
OH805 Tod							
OH806 McKinley	Sep-06			Sep-07			
OH807 Hubbard							
OH808 Warren Scattered							
OH809 Rio Terra							
OH811 Girard Scattered							
OH812 Northview							
OH813 Eastview	Sep-06			Sep-07			
OH814 Hilltop							
OH816 Valley West							

(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.

Signature of Executive Director and Date
 Donald W. Emerson Jr., Executive Director

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

x

x

Capital Fund Program (CFP)

Part I: Summary

HA Name Trumbull Metropolitan Housing Authority	Comprehensive Grant Number OH12P008-50103	FFY of Grant Approval 2003
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Original Annual Statement
 Reserve for Disaster/Emergencies
 Revised Annual Statement/Revision Number 1
 Performance and Evaluation Report for Program Year Ending **2003**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$90,000.00	\$44,274.19	\$33,733.36	\$33,733.36
3	1408 Management Improvements	\$146,000.00	\$146,000.00	\$0.00	\$0.00
4	1410 Administration	\$100,000.00	\$100,000.00	\$0.00	\$0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$50,515.00	\$118,225.17	\$79,801.36	\$77,911.53
8	1440 Site Acquisition				
9	1450 Site Improvement	\$206,984.50	\$216,984.50	\$216,984.50	\$216,984.50
10	1460 Dwelling Structures	\$523,086.35	\$523,086.35	\$500,086.35	\$500,086.35
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures	\$817,429.15	\$785,444.79	\$689,557.54	\$406,997.54
13	1475 Nondwelling Equipment				
14	1485 Demolition	\$1,000.00	\$1,000.00	\$0.00	\$0.00
15	1495.1 Relocation Cost	\$12,500.00	\$12,500.00	\$0.00	\$0.00
16	1490 Replacement Reserve				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of 19)	\$0.00	\$0.00	\$0.00	
19	Amount of Annual Grant (Sum of lines 2-19)	\$1,947,515.00	\$1,947,515.00	\$1,520,163.11	\$1,235,713.28
20	Amount of line 19 Related to LBP Activities	\$0.00			
21	Amount of line 19 Related to Section 504 Compliance	\$0.00			
22	Amount of line 19 Related to Security	\$340,000.00			
23	Amount of line 19 Related to Energy Conservation				

Signature of Executive Director and Date Donald W Emerson Jr., Executive Director 12/31/2003 X	Signature of Public Housing Director or Office of Native American Programs Administrator & Date: X
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1 To be completed for the Performance & Evaluation Report or a Revised Annual Statement
2 To be completed for the Performance & Evaluation Report

Capital Fund Program (CFP)

Part II: Supporting Pages

HA-Wide

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)	Funds Expended (2)	
HA-Wide	Oper.Veh./Computers/VPN	1406	LS	\$90,000.00	\$44,274.19	\$33,733.36	\$33,733.36	Proceeding ADJUST FOR A&E FUNDS
HA-Wide	Law Enforcement / Additional Police	1408	LS	\$59,000.00	\$59,000.00			
Mgmt.	Security Manager	"		\$41,000.00	\$41,000.00			
Improvmts	R.I Coordinator	"		\$34,000.00	\$34,000.00			
	Maintenance Training	"		\$12,000.00	\$12,000.00			
			Total 1408	\$146,000.00	\$146,000.00	\$0.00	\$0.00	
HA-Wide Admin	Funding for DHD Staff	1410	LS	\$100,000.00	\$100,000.00			
HA-Wide Fees and Costs	A & E services / Fees & Costs	1430	LS	\$50,515.00	\$118,225.17	\$118,225.17	\$77,911.53	Proceeding A&E PHASE GOING FASTER THAN EXPECTED FOR OH806
HA-Wide	Access Control / Sec. Locks	1470	LS	\$29,471.15	\$11,000.00	\$3,578.00	\$3,578.00	Proceeding ADJUSTED FOR A&E
"	Contingency	1502	LS	\$0.00	\$0.00			
HA-Wide Totals				\$415,986.15	\$419,499.36	\$121,803.17	\$81,489.53	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

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 1 Page ___ of ___

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)	Funds Expended (2)	
OH801 Trumbull Homes 224 Units	Community Room Rehab Rehab Finished / Reimbursement	1470	LS	0.00	0.00			Completed Will pay back another year due to reduction in CFP Funding
Total, Trumbull			Project Total:	\$0.00	\$0.00	\$0.00	\$0.00	

Signature of Executive Director and Date

X

Signature of Public Housing Director or Office of Native American Programs Administrator and 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

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)	Funds Expended (2)	
OH802 Highland Terrace 200 Units 78 Units Demo Plan	<u>Site Improvements</u> Continued Comprehensive Mod Site Defensible Space Shrubbery and Ground Cover Parking lot improvements Site Concrete improvements Master Antenna System Site Reconfiguration	1450	LS	206,984.50	216,984.50	216,984.50	216,984.50	Complete FINAL DRAWDOWNS COMPLETE
	<u>Dwelling Structures</u> Continued Comprehensive Mod Modernize Kitchens, Bathrooms, Bedrooms, Floors, Doors, HVAC, Electrical, Plumbing, Roofs. New Siding and Canopies	1460	LS	500,086.35	500,086.35	500,086.35	500,086.35	Complete
	<u>Non-Dwelling Structures</u> Continued Comprehensive Mod Remodel Resident Service Building Non-Dwelling Rehab / 2 Bdgs	1470	LS	5,458.00	5,458.00	5,458.00	5,458.00	Complete
	<u>Demolition</u> Continued Comprehensive Mod Demolition of 78 Units	1485	LS	1,000.00	0.00	0.00	0.00	COMPLETE DRAWDOWNS COMPLETE
Total, Highland			Project Total:	\$713,528.85	\$722,528.85	\$722,528.85	\$722,528.85	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

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 3 Page ___ of ___

form HUD-52837 (10/96)

ref Handbook 7485.3

Annual Statement /Performance and Evaluation Report

31-Dec-03
CFP Yr 12- 50103

U. S. Department of Housing
and Urban Development

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

Capital Fund Program (CFP)

Part II: Supporting Pages

Office of Public and Indian Housing

803

Development Number/ Name	General Description of Major Work Categories	Development Account	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
						Funds	Funds	

OH804
Fairview
Gardens
200 Units

Total, Fairview

Project Total:

\$0.00	\$0.00	\$0.00	\$0.00
--------	--------	--------	--------

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

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 5 Page __ of __

form HUD-52837 (10/96)
ref Handbook 7485.3

Annual Statement /Performance and Evaluation Report

31-Dec-03
CFP Yr 12- 50103

U. S. Department of Housing
and Urban Development

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

Capital Fund Program (CFP)

Part II: Supporting Pages

Office of Public and Indian Housing

805

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)	Funds Expended (2)	
OH805 Tod Apartments	<u>Non-Dwelling Structures</u> <u>Common Area Repairs</u>							

152 Units	Replacements of Doors Intercom/Nurse Call/ Public TV System / Door and Gate Access System	1470	LS	200,000.00	200,000.00	148,474.75	148,474.75	Proceeding
Total, Tod			Project Total:	\$200,000.00	\$200,000.00	\$148,474.75	\$148,474.75	

Signature of Executive Director and Date _____ X
Signature of Public Housing Director or Office of Native American Programs Administrator and 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 6 Page __ of __
Annual Statement /Performance and Evaluation Report 31-Dec-03 U. S. Department of Housing and Urban Development OMB Approval No. 2577-0157 (7/31/98)
Capital Fund Program (CFP) Part II: Supporting Pages Office of Public and Indian Housing

806

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)	Funds Expended (2)	
OH806 McKinley Towers 105 Units	Start Comprehensive Modernization Elevator Update	1470	10%	500.00	500.00	0.00		A&E Phase
	Sprinkler System	1470	43%	22,000.00	22,000.00	0.00		A&E Phase

Common Area Remodel	1470	10%	120,000.00	125,000.00	120,000.00	8,000.00	Proceeding
Remodel Units	1460	22	23,000.00	23,000.00	0.00		A&E Phase
Relocation	1495	25%	12,500.00	12,500.00	0.00		A&E Phase

Total, McKinley Project Total: \$178,000.00 \$183,000.00 \$120,000.00 \$8,000.00

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and 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 7 Page __ of __

form HUD-52837 (10/96)
ref Handbook 7485.3

Annual Statement /Performance and Evaluation Report

31-Dec-03
CFP Yr 12- 50103

U. S. Department of Housing and Urban Development
OMB Approval No. 2577-0157 (7/31/98)
Office of Public and Indian Housing

Capital Fund Program (CFP)

Part II: Supporting Pages

807

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)	Funds Expended (2)	
OH807 Hubbard Manor 61 Units	Building Entry Door Replacement / Building Access Control	1470	LS	120,000.00	75,000.00	70,000.00	7,000.00	Proceeding CONTRACT CAME IN LESS THAN ESTIMATED ADJUSTED TO A&E 806

Total, Girard							
Project Total:	\$0.00	\$0.00	\$0.00	\$0.00			

Signature of Executive Director and Date Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X 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 13 Page __ of __

Annual Statement /Performance and Evaluation Report form HUD-52837 (10/96)
ref Handbook 7485.3

Capital Fund Program (CFP) U. S. Department of Housing and Urban Development
Office of Public and Indian Housing

31-Dec-03
CFP Yr 12- 50103
Part II: Supporting Pages

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

812

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)	Funds Expended (2)	
OH812 Northview Apartments 80 Units	Building Entry Door Replacement / Building Access Control	1470	LS	120,000.00	120,000.00	114,560.00	7,000.00	Proceeding

Total, Valley		Project Total:	\$0.00	\$0.00	\$0.00	\$0.00
Signature of Executive Director and Date				Signature of Public Housing Director or Office of Native American Programs Administrator and Date		
X				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 17 Page __ of __

form HUD-52837 (10/96)
ref Handbook 7485.3

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1406	Sep-05						
1408	Sep-05						
1410	Sep-05						
1430	Sep-05						
1450	Sep-05						
1470	Sep-05						
1485	Sep-05		Dec-03			Dec-03	
1495	Sep-05						
1502							
OH801 Trumbull	Sep-05						
OH802 Highland Terrace	Sep-05		Dec-03			Dec-03	
OH803 Buckeye	Sep-05						
OH804 Fairview	Sep-05						
OH805 Tod	Sep-05						
OH806 McKinley	Sep-05						
OH807 Hubbard	Sep-05						
OH808 Warren Scattered	Sep-05						
OH809 Rio Terra	Sep-05						
OH811 Girard Scattered	Sep-05						
OH812 Northview	Sep-05						
OH813 Eastview	Sep-05						
OH814 Hilltop	Sep-05						
OH816 Valley West	Sep-05						

(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.

Signature of Executive Director and Date
 Donald W. Emerson Jr., Executive Director
 12/31/2003

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

x

x

Capital Fund Program (CFP)

Part I: Summary

HA Name Trumbull Metropolitan Housing Authority	Comprehensive Grant Number OH12P008-50102	FFY of Grant Approval 2002
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Original Annual Statement
 Reserve for Disaster/Emergencies
 Revised Annual Statement/Revision Number 2
 Performance and Evaluation Report for Program Year Ending **2003**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$25,886.00	\$23,216.48	\$23,216.48	\$17,603.39
3	1408 Management Improvements	\$243,000.00	\$126,661.13	\$126,661.13	\$126,661.13
4	1410 Administration	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$28,028.22	\$67,014.87	\$67,014.87	\$67,014.87
8	1440 Site Acquisition				
9	1450 Site Improvement	\$128,925.00	\$128,925.00	\$128,925.00	\$128,925.00
10	1460 Dwelling Structures	\$1,804,616.78	\$1,836,734.78	\$1,836,734.78	\$1,836,734.78
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures	\$305,000.00	\$352,903.74	\$352,903.74	\$352,903.74
13	1475 Nondwelling Equipment				
14	1485 Demolition	\$0.00			
15	1495.1 Relocation Cost				
16	1490 Replacement Reserve				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of 19)	\$0.00			
19	Amount of Annual Grant (Sum of lines 2-19)	\$2,635,456.00	\$2,635,456.00	\$2,635,456.00	\$2,629,842.91
20	Amount of line 19 Related to LBP Activities				
21	Amount of line 19 Related to Section 504 Compliance				
22	Amount of line 19 Related to Security	\$517,500.00	\$222,892.45		
23	Amount of line 19 Related to Energy Conservation	\$803,600.00	\$1,041,063.00		

Signature of Executive Director and Date Donald W Emerson Jr., Executive Director X	Signature of Public Housing Director or Office of Native American Programs Administrator & Date: X
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1 To be completed for the Performance & Evaluation Report or a Revised Annual Statement
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Capital Fund Program (CFP)

Part II: Supporting Pages

HA-Wide

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)	Funds Expended (2)	
HA-Wide	Operations / Vehicles / Wireless VPN	1406	LS	\$25,856.00	\$23,216.48	\$23,216.48	\$17,603.39	PROCEEDING
HA-Wide Mgmt.	1) Law Enforcement / Additional Police	1408	LS	\$150,000.00	\$36,503.47	\$36,503.47	\$36,503.67	COMPLETE
Improvmts	2) Security Manager	"		\$37,500.00	\$40,365.12	\$40,365.12	\$40,365.12	COMPLETE
	3) Resident Initiative Coordinator	"		\$37,500.00	\$35,213.34	\$35,213.34	\$35,231.34	COMPLETE
	3) Maintenance Training	"		\$18,000.00	\$14,651.20	\$14,561.20	\$14,561.20	COMPLETE
			Total 1408	\$243,000.00	\$126,733.13	\$126,643.13	\$126,661.33	
HA-Wide Admin	Funding for DHD Staff @ 10% of the annual grant amount	1410	LS	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	COMPLETE
HA-Wide Fees and Costs	A & E services / Fees and Costs	1430	LS	\$28,028.22	\$67,014.87	\$67,014.87	\$67,014.87	COMPLETE
HA-Wide	Access Control / Security Locks	1470	LS	\$30,000.00	\$33,257.86	\$33,257.86	\$33,257.86	COMPLETE
"								
"								
"								
"	Contingency	1502	LS					
HA-Wide Totals				\$426,884.22	\$327,005.86	\$326,915.86	\$326,934.06	

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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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)	Funds Expended (2)	
OH801 Trumbull Homes 224 Units	Dwelling Structures							
	Replace Heat Boilers	1460	All	324,800.00	346,763.00	346,763.00	346,763.00	COMPLETE
	Replace Hot Water Tanks	1460	All	78,400.00	59,125.00	59,125.00	59,125.00	COMPLETE
Total, Trumbull			Project Total:	\$403,200.00	\$405,888.00	\$405,888.00	\$405,888.00	

Signature of Executive Director and Date

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Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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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)	Funds Expended (2)	
OH802 Highland Terrace 200 Units 78 Units Demo Plan	<u>Site Improvements</u> Continued Comprehensive Mod Site Defensible Space Shrubbery and Ground Cover Parking lot improvements Site Concrete improvements Master Antenna System Site Reconfiguration from Demo	1450	LS	128,925.00	128,925.00	128,925.00	128,925.00	COMPLETE
	<u>Dwelling Structures</u> Continued Comprehensive Mod Modernize Kitchens, Bathrooms, Bedrooms, Floors, Doors, HVAC, Electrical, Plumbing, Roofs. New Siding and Canopies	1460	LS	795,671.78	795,671.78	795,671.78	795,671.78	COMPLETE
	<u>Non-Dwelling Structures</u> Continued Comprehensive Mod Remodel Resident Service Building Non-Dwelling Rehab / 2 Buildings	1470	LS	25,000.00	4,000.00	4,000.00	4,000.00	COMPLETE
	<u>Demolition</u> Continued Comprehensive Mod Demolition of 78 Units	1485	LS					
Total, Highland			Project Total:	\$949,596.78	\$928,596.78	\$928,596.78	\$928,596.78	

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 (2) To be completed for the Performance and Evaluation Report 3 Page __ of __

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)	Funds Expended (2)	
OH803 Buckeye Apartments 150 Units	<u>Non-Dwelling Structures</u> Replace Building Entrance Doors Building Access Control System Replace Intercom/Nurse Call system TV Antenna System	1470	LC	45,000.00	46,614.94	46,614.94	46,614.94	COMPLETE
Total, Buckeye				Project Total:	\$45,000.00	\$46,614.94	\$46,614.94	\$46,614.94

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Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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Annual Statement /Performance and Evaluation Report

31-Dec-03

U. S. Department of Housing
and Urban Development

form HUD-52837 (10/96)
ref Handbook 7485.3
OMB Approval No. 2577-0157 (7/31/98)

Capital Fund Program (CFP)

Part II: Supporting Pages

Office of Public and Indian Housing

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)	Funds Expended (2)	
OH804 Fairview Gardens 200 Units								
Total, Fairview				\$0.00	\$0.00	\$0.00	\$0.00	

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Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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Annual Statement /Performance and Evaluation Report

31-Dec-03
CFP Yr 11- 50102

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

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

Capital Fund Program (CFP)

Part II: Supporting Pages

Development			Total Estimated Cost	Total Actual Cost	Status of Proposed Work (2)
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Number/ Name/ HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity			Funds	Funds	
				Original	Revised (1)	Obligated (2)	Expended (2)	
OH805 Tod Apartments 152 Units	<u>Non-Dwelling Structures</u> Replace Building Entrance Doors Building Access Control System Replace Intercom/Nurse Call system TV Antenna System	1470	LC	45,000.00	46,614.94	46,914.94	46,614.94	COMPLETE
Total, Tod			Project Total:	\$45,000.00	\$46,614.94	\$46,914.94	\$46,614.94	

Signature of Executive Director and Date

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U. S. Department of Housing and Urban Development OMB Approval No. 2577-0157 (7/31/98)
Office of Public and Indian Housing

Development Number/	General Description of Major	Development	Quantity	Total Estimated Cost	Total Actual Cost	Status of Proposed Work (2)
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HA-Wide Activities	Number	Original	Revised (1)	Obligated (2)	Expended (2)
OH807 Hubbard Manor 61 Units					
Total, Hubbard	Project Total:	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director and Date

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Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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

Development Number/ Name HA-Wide	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)	Funds Expended (2)	
	808 Lancer							

Activities								
OH808 Lancer Court Warren Scattered Sites 34 Units	<u>Dwelling Structures</u> Window Replacement	1460	ALL	92,660.00	95,160.00	95,160.00	95,160.00	COMPLETE
Total, Lancer			Project Total:	\$92,660.00	\$95,160.00	\$95,160.00	\$95,160.00	

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Annual Statement /Performance and Evaluation Report

31-Dec-03

U. S. Department of Housing

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

CFP Yr 11- 50102

and Urban Development

Capital Fund Program (CFP)

Part II: Supporting Pages

Office of Public and Indian Housing

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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)	Funds Expended (2)	

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1406	Jun-04						
1408	Jun-04					12/31/2003	
1410	Jun-04					12/31/2003	
1430	Jun-04					12/31/2003	
1450	Jun-04					12/31/2002	
1470	Jun-04					12/31/2003	
1485							
1495							
1502							
OH801 Trumbull	Jun-03					12/31/2003	
OH802 Highland Terrace	Dec-02					12/31/2002	
OH803 Buckeye	Jun-03					12/31/2003	
OH804 Fairview							
OH805 Tod	Jun-03					12/31/2003	
OH806 McKinley							
OH807 Hubbard							
OH808 Warren Scattered	Jun-04					12/31/2003	
OH809 Rio Terra	Jun-04					12/31/2003	
OH811 Girard Scattered	Jun-04					12/31/2003	
OH812 Northview							
OH813 Eastview							
OH814 Hilltop	Jun-04					12/31/2003	
OH816 Valley West	Jun-03					12/31/2003	

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Signature of Executive Director and Date
 Donald W. Emerson Jr., Executive Director

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

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Capital Fund Program (CFP)

Part I: Summary

HA Name Trumbull Metropolitan Housing Authority	Comprehensive Grant Number OH12P008-50101	FFY of Grant Approval 2001
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Original Annual Statement
 Reserve for Disaster/Emergencies
 Revised Annual Statement/Revision Number 2
 Performance and Evaluation Report for Program Year Ending **2002**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$49,922.88	\$49,922.88	\$49,922.88	\$49,922.88
3	1408 Management Improvements	\$389,785.86	\$389,785.86	\$389,785.86	\$103,752.73
4	1410 Administration	\$75,000.02	\$75,000.02	\$75,000.02	\$75,000.02
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$107,858.58	\$107,858.58	\$107,858.58	\$107,858.58
8	1440 Site Acquisition				
9	1450 Site Improvement	\$468,011.00	\$468,011.00	\$468,011.00	\$468,011.00
10	1460 Dwelling Structures	\$1,483,518.18	\$1,483,518.18	\$1,483,518.18	\$1,477,869.66
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures	\$132,381.00	\$132,381.00	\$132,381.00	\$132,381.00
13	1475 Nondwelling Equipment				
14	1485 Demolition	\$55,836.48	\$55,836.48	\$55,836.48	\$55,836.48
15	1495.1 Relocation Cost				
16	1490 Replacement Reserve				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of 19)	\$0.00	\$0.00		
19	Amount of Annual Grant (Sum of lines 2-19)	\$2,762,314.00	\$2,762,314.00	\$2,762,314.00	\$2,470,632.35
20	Amount of line 19 Related to LBP Activities				
21	Amount of line 19 Related to Section 504 Compliance				
22	Amount of line 19 Related to Security	\$372,700.00			
23	Amount of line 19 Related to Energy Conservation				

Signature of Executive Director and Date Donald W Emerson Jr., Director X	Signature of Public Housing Director or Office of Native American Programs Administrator & Date: X
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Comprehensive Grant Program (CGP)

Part II: Supporting Pages

HA-Wide

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)	Funds Expended (2)	
HA-Wide	Operations / Maint Vehicles	1406	LS	\$50,000.00	\$49,922.88	\$49,922.38	\$49,922.88	COMPLETE
HA-Wide Mgmt. Improvmts	1) Law Enforcement / Additional Police 2) Security Manager 3) Resident Initiative Coordinator 3) Maintenance Training	1408 " " "	LS	\$342,000.00 \$30,700.00 \$30,700.00 \$20,000.00	\$309,001.41 \$40,365.11 \$35,231.34 \$5,188.00	\$309,001.41 \$40,365.11 \$35,231.34 \$5,188.00	\$22,968.28 \$40,365.11 \$35,231.34 \$5,188.00	CONTRACT PROBLEMS / Moved to 802 COMP COMPLETE / INCREASED SALARY COMPLETE / INCREASED SALARY COMPLETE / MOVED TO 802 COMP
			Total 1408	\$423,400.00	\$389,785.86	\$389,785.86	\$103,752.73	
HA-Wide Admin	Funding for DHD Staff @ 10% of the annual grant amount	1410	LS	\$100,000.00	\$75,000.02	\$75,000.02	\$75,000.02	COMPLETE / REDUCED AND MOVED TO 802 COMP
HA-Wide Fees and Costs	A & E services / Fees and Costs	1430	LS	\$55,000.00	\$107,858.58	\$107,858.58	\$107,858.58	COMPLETE / CITY OF WARREN INCREASED PERMIT FEES 802 COMP
HA-Wide " " " "	Contingency	1504	LS	\$27,500.00	\$0.00			COMPLETE / MOVED TO 802 COMP
HA-Wide Totals				\$628,400.00	\$622,567.34	\$622,566.84	\$336,534.21	

Signature of Executive Director and Date

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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)	Funds Expended (2)	
OH801 Trumbull Homes	Dwelling Structures Install New Smoke Detectors	1460	All Units	33,600.00	16,580.00	16,580.00	16,580.00	COMPLETE / BID LOWER THAN ESTIMATED MOVED TO 802 COMP
Total, Trumbull				Project Total:	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director and Date

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Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

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)	Funds Expended (2)	
OH802 Highland Terrace	Site Improvements Comprehensive Modernization Site Defensible Space Shrubbry and Ground Cover Parking Lot Repairs and Additions Site Concrete Repair and Replace Master Antenna System Site Reconfiguration from Demo	1450	LS	478,784.00	468,011.00	468,011.00	468,011.00	COMPLETE FOR THIS YR
	Dwelling Structures Comprehensive Modernization Modernization Kitchens Modernization Bathrooms Modernization Bedrooms Modernization Floors Modernization Doors Modernization HVAC New Canopies New Roofs New Siding Update Electrical Update Plumbing	1460	LS	1,241,167.25	1,333,550.91	133,550.91	133,550.91	COMPLETE FOR THIS YR MOVED FUNDS FROM OTHER LINE ITEMS TO PAY FOR CONTRACTOR PAY REQUESTS
	Non-Dwelling Structures Comprehensive Modernization Remodel Resident Service Building Non-Dwelling Rehab	1470 4 Units	LS	86,372.00	132,381.00	132,381.00	132,381.00	COMPLETE FOR THIS YR MOVED FUNDS FROM OTHER LINE ITEMS TO PAY FOR CONTRACTOR PAY REQUESTS
	Demolition 78 Units	78 Units	LS	43,601.00	55,836.48	55,836.48	55,836.48	COMPLETED FOR THIS YR CHANGE ORDER ADDED
Totals	Highland			\$1,849,924.25	\$1,989,779.39	\$789,779.39	\$789,779.39	

Signature of Executive Director and Date

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Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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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)	Funds Expended (2)	
OH803 Buckeye Apartments								
Total, Buckeye				Project Total:	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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form HUD-52837 (10/96)

ref Handbook 7485.3

Annual Statement /Performance and Evaluation Report

31-Dec-03

U. S. Department of Housing
and Urban Development

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

Comprehensive Grant Program (CGP)

Part II: Supporting Pages

Office of Public and Indian Housing

Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity			Funds	Funds	
				Original	Revised (1)	Obligated (2)	Expended (2)	
OH804 Fairview Gardens	Install New Smoke Detectors	1460	All Units	30,000.00	15,356.52	15,356.52	9,708.00	PROCEEDING BID LOWER THAN ESTIMATED
Total, Fairview			Project Total:	\$30,000.00	\$15,356.52	\$15,356.52	\$9,708.00	

Signature of Executive Director and Date

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Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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 ref Handbook 7485.3
 U. S. Department of Housing and Urban Development OMB Approval No. 2577-0157 (7/31/98)
 Office of Public and Indian Housing

Development Number/	General Description of Major	Development	Quantity	Total Estimated Cost	Total Actual Cost	Status of Proposed Work (2)
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Name HA-Wide Activities	Work Categories	Account Number		Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
OH805 Tod Apartments	Exterior Bldg Surface Repair	1460	LS	100,466.75	99,116.75	99,116.75	99,116.75	CONTRACTOR COMPLETED WORK ITEMS. TMHA HAD TO SEEK LEGAL COUNSEL TO GET CONTRACTOR TO COMPLETE WITHIN THE SPECIFICATIONS
Total, Tod			Project Total:	\$100,466.75	\$99,116.75	\$99,116.75	\$99,116.75	

Signature of Executive Director and Date

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Comprehensive Grant Program (CGP) CFP Yr10-50101
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form HUD-52837 (10/96)
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OMB Approval No. 2577-0157 (7/31/98)
U. S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/ Name	General Description of Major Work Categories	Development Account	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
						Funds	Funds	

HA-Wide Activities	Number	Original	Revised (1)	Obligated (2)	Expended (2)
OH806 McKinley Towers					
Total, McKinley	Project Total:	\$0.00	\$0.00	\$0.00	\$0.00

Signature of Executive Director and Date

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Signature of Public Housing Director or Office of Native American Programs Administrator and Date

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

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

Development Number/ Name HA-Wide	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)	Funds Expended (2)	

Total, Valley		Project Total:	\$0.00	\$0.00	\$0.00	\$0.00

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Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
1406	06/31/04		12/31/2002	09/30/04		12/31/2002	
1408	06/31/04		12/31/2002	09/30/04			
1410	06/31/04		12/31/2002	09/30/04		12/31/2002	
1430	06/31/04		12/31/2002	09/30/04		12/31/2002	
1450	06/31/04		12/31/2002	09/30/04		12/31/2002	
1470	06/31/04		12/31/2002	09/30/04		12/31/2002	
1485	06/31/04		12/31/2002	09/30/04		12/31/2002	
1495							
1502	06/31/04		12/31/2002	09/30/04		12/31/2002	
OH801 Trumbull	06/31/04		12/31/2002	09/30/04		12/31/2002	
OH802 Highland Terrace	06/31/04		12/31/2002	09/30/04		12/31/2002	
OH803 Buckeye							
OH804 Fairview	12/30/2002		12/31/2002	12/30/2003			
OH805 Tod	6/30/2001		6/30/2001	12/30/2002		12/31/2002	
OH806 McKinley							
OH807 Hubbard							
OH808 Warren Scattered	12/30/2002		12/31/2002	12/30/2003		12/31/2002	
OH809 Rio Terra	12/30/2002		12/31/2002	12/30/2003		12/31/2002	
OH811 Girard Scattered	12/30/2002		12/31/2002	12/30/2003		12/31/2002	
OH812 Northview				12/30/2003			
OH813 Eastview							
OH814 Hilltop	12/30/2002		12/31/2002	12/30/2003		12/31/2002	
OH816 Valley West							

(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.

Signature of Executive Director and Date
 Donald W. Emerson Jr., Executive Director

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

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