

PHA Plans

Streamlined Annual Version

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

OMB No. 2577-0226
(exp. 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan for Fiscal Year: 2004

PHA Name: Municipality of Adjuntas

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan Agency Identification

PHA Name: Municipality of Adjuntas

PHA Number: RQ055

PHA Fiscal Year Beginning: 07/2004

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units:
Number of S8 units:

Section 8 Only

Number of S8 units: 52

Public Housing Only

Number of public housing units:

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

PHA Plan Contact Information:

Name: Limary Berrios Irizarry
TDD:

Phone: 1-787-829-3310, 5000, 2360
Email: minelt@hotmail.com

Public Access to Information

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

PHA's main administrative office PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. Yes No.

If yes, select all that apply:

Adoption of the Homeownership Program

Revision of the Utilities Schedule HUD Form 52662

Amendment to the Administrative Plan

- Main administrative office of the PHA
- PHA development management offices
- Main administrative office of the local, county or State government

- Public library PHA website Other (list below)

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

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

Streamlined Annual PHA Plan

Fiscal Year 2004

[24 CFR Part 903.12(c)]

Table of Contents

[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

I.	Executive Summary	4
II.	Description of Policy and Program Changes for the Upcoming Fiscal Year	5
III.	Annual Plan Information	6
A.	PHA PLAN COMPONENTS	6
<input type="checkbox"/>	1. Site-Based Waiting List Policies	6
	903.7(b)(2) Policies on Eligibility, Selection, and Admissions	
<input type="checkbox"/>	2. Capital Improvement Needs	7
	903.7(g) Statement of Capital Improvements Needed	
<input checked="" type="checkbox"/>	3. Section 8(y) Homeownership	8
	903.7(k)(1)(i) Statement of Homeownership Programs	
<input type="checkbox"/>	4. Project-Based Voucher Programs	10
<input checked="" type="checkbox"/>	5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.	10
<input checked="" type="checkbox"/>	6. Supporting Documents Available for Review	11
<input type="checkbox"/>	7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report	14
<input type="checkbox"/>	8. Capital Fund Program 5-Year Action Plan	17
<input checked="" type="checkbox"/>	9. Housing Needs	20
<input checked="" type="checkbox"/>	10. Statement of Progress in Meeting the 5-Year Plan Mission and Goals	20
<input checked="" type="checkbox"/>	11. Membership of the Resident Advisory Board	22
<input checked="" type="checkbox"/>	12. Comments from the Resident Advisory Board	22
<input checked="" type="checkbox"/>	13. Response to the Comments from the Resident Advisory Board	22
B.	SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE	

Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan* identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and

assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

Form HUD-50070, *Certification for a Drug-Free Workplace*;

Form HUD-50071, *Certification of Payments to Influence Federal Transactions*; and

Form SF-LLL & SF-LLLa, *Disclosure of Lobbying Activities*.

Public Notice

Attendance Record for the Public Hearing

Comments from the Public

I. Executive Summary

The 2004 Annual Plan is the last for the current 5-year plan for the fiscal years 2000-2004. The plan follows in principle the same format as the past four plans with no mayor change in its organic structure.

The changes made to the Municipality of Adjuntas administrative plan are: the adoption of the homeownership program that will provide homeownership assistance to the Section 8 tenant, specifically the family self-sufficiency participants of the program. The second change is the amendment to the Eligible Types of Housing to be assisted by the program, and the third one is the annual revision of Form HUD 52667 which allocates the tenants utilities schedule in accordance with the 10% change in utilities served in Adjuntas.

Housing Needs

Nevertheless, the 2000 CHAS Data for Adjuntas indicate a significant reduction of renters with housing problems if we compare to the 1990 CHAS Data. The overall number of renters with housing problems shifts down from 1,380 in 1990 to 1,014 in 2000. Still we have a significant number of renters with housing problems that need the program assistance. To this effect we have started two initiatives during the 2003 fiscal year in order to improve the service delivered to our tenants, and they will continue as standard policies for the 2004 plan.

Homeownership

The Municipality of Adjuntas Section 8 Program proposes to implement the Housing Choice Voucher Program Homeownership Option for families that receive Section 8 tenant based assistance. The program will provide one-time lump sum assistance or mortgage monthly assistance for first-time homebuyers as defined and in accordance with HUD policy (24 CFR Part 982 subpart N). The Program will set an initial goal to create affordable and sustainable housing opportunities for as many family self-sufficiency families eligible during the initial stages of the program, recognizing that the long term impact of a well organized counseling program that would result in more homeowners in future years. The mission of this program will be to provide homeownership possibilities by providing families with financial assistance,

comprehensive counseling and homeowner education support that will facilitate the transition to successful homeownership for Section 8 recipients.

Eligible Types of Housing

A family approved for Section 8 rental assistance may select the following type of homes within the Municipality of Adjuntas: a new or existing home, a single-family home, a condominium or multifamily complex, a home in a planned use development, a cooperative, a loft or live/work unit, or a manufactured home to be situated on a privately owned lot or on a leased pad in a mobile home park. The home must already exist.

Tenant Utilities

In calculating the gross rent for units leased under the housing choice voucher program, as well as the HAP payment for which the family qualifies, the municipality must consider not only the contract rent that is paid to the owner, but also the anticipated cost of any utilities that the tenant family is required to pay. The request for tenancy approval submitted by the owner and the prospective tenant tells the municipality which utilities the tenant will pay for directly, and the utilities that are included in the rent. These provisions are incorporated into the lease and the HAP contract. Any time a change is made in the responsibility for payment of utility expenses, the owner and the tenant must report the change to the municipality so that the contract rent and the utility allowance can be adjusted accordingly.

No other changes have been proposed to the administrative plan or the PHA Plan.

II. Description of Policy and Program Changes for the Upcoming Fiscal Year

In order to effectively develop the Homeownership Program, the municipality has agreed upon a set policy for the administration and implementation of the program. This covers the applicant eligibility for the program, the application process, the financial and participatory requirements and the responsibilities of the Housing authority and the counseling organizations in the administration of the program. Program participants will also be informed of their rights as homebuyers. Upon purchasing a home, families are required to sign a "Statement of Homeownership Obligations," agreeing to comply with the mortgage, maintain the property, pay the taxes, utilities, and insurance.

The municipality will maintain a revised annual utility allowance schedule for tenant-paid utilities, tenant-supplied refrigerators and ranges. The utility allowance schedule must include the utilities and services necessary to provide housing that complies with HQS. The utility allowance schedule should not include allowances for personal expenses, such as telephone, and non-essential utility costs such as the cost of cable or satellite TV.

The utilities schedule authorized by the municipality are classified according to the following general categories: electricity supplied by PREPA; water supply and sewer discharge supplied by the Puerto Rico Water and Sewer Authority, (PRASA); tenant-

provided refrigerator; tenant-provided electric range; tenant-provided gas range and gas cooking, provided by independent suppliers.

The utility allowance schedule will be entered on form HUD-52667, Allowances for Tenant Furnished Utilities and Other Services. Separate forms should be completed for each housing type. Allowances for other electric and water/sewer costs will typically be the same across all unit types for each unit size.

III. Annual Plan Information

A. PHA PLAN COMPONENTS

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

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 next component.

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)

2. Capital Improvement Needs

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Capital Fund Program

1. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability: 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.

1. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).

2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
<input type="checkbox"/>	Revitalization Plan under development
<input type="checkbox"/>	Revitalization Plan submitted, pending approval
<input type="checkbox"/>	Revitalization Plan approved
<input type="checkbox"/>	Activities pursuant to an approved Revitalization Plan underway

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name(s) below:

4. Yes No: 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:

5. Yes No: 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:

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

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 the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

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, what is the maximum number of participants this fiscal year? Will be limit to 5% of the rol call excluding FSS participants and elderly or handicapped families.

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:

c. What actions will the PHA undertake to implement the program this year (list)?

- i. The Municipality will work with banking/financial institutions and non-profit organizations that have indicated interest in working with the program and that offer loan products and other concessions that further the affordability of mortgages for program participants, including housing counseling.
- ii. Section 8 participants will be eligible for subsidy funds providing monthly mortgage payments or down payment and closing cost assistance complemented with funds from the HOME Program, the Affordable Housing Program from the Federal Home Loan Bank of New York and any private corporation and foundation which pursue affordable housing.
- iii. The Municipality will assist and coordinate the post purchase counseling and educational support and any proactive efforts on behalf of the homeowners so as to provide a safety net against defaults.

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price come from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
Consumer Credit Counseling Service of Puerto Rico, Inc. is a non-profit organization certified by the US Department of Housing and Urban Development with 14 years of continuous service.
- Demonstrating that it has other relevant experience (list experience below):
Hired a professional consultant that prepared the plan and provided technical assistance in its implementation.

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If the answer is “no,” go to the next component. If yes, answer the following questions.

1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
 - low utilization rate for vouchers due to lack of suitable rental units
 - access to neighborhoods outside of high poverty areas
 - other (describe below:)
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: (Commonwealth of Puerto Rico)
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 on its waiting lists 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)
To provide opportunities for very low-income families to obtain a rental sound, safe and sanitary housing unit outside areas of poverty or minority concentration.
 - Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
The Office of the Commissioner of Municipal Affairs made no comments on the PHA Plan.

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

PHAs are to 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	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 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
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	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
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (Section <u>29</u> of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> :	Joint Annual PHA Plan for

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Consortia: Agency Identification and Annual Management and Operations

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name					<input type="checkbox"/> Original 5-Year <input type="checkbox"/> Revision No:
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	
		FFY Grant: PHA FY:	FFY Grant: PHA FY:	FFY Grant: PHA FY:	
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year ____ FFY Grant: PHA FY:	
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
See					
Annual Statement					

9. Housing Needs

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.

MUNICIPALITY OF ADJUNTAS

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	48	5	5	5	5	5	5
Income >30% but <=50% of AMI	246	4	4	4	4	4	4
Income >50% but <80% of AMI	221	3	3	3	3	3	3
Elderly	118	2	2	2	2	2	2
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	NA
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

10. Statement of Progress in Meeting the 5-Year Plan Mission and Goals

As required in Notice PIH 2000-43 the Municipality of Adjuntas is submitting the following statement of progress to meet the 5-year plan. During the 2003 fiscal year, the municipality made progress toward accomplishing the PHA mission, HUD strategic goals and the PHA goals. Highlights of achievements are described as follows

PHA Mission: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The accomplishments described below evidence full compliance with the statement of progress to meet the PHA 5-year plan mission, HUS's strategic goals and the PHA goals.

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

PHA Goal: To expand the supply of assisted housing:

The municipality's objective towards this goal is to apply for additional rental vouchers as soon the corresponding NOFAs are available.

PHA Goal: To improve the quality of assisted housing:

The municipality's objectives towards this goal are to improve the voucher management increasing the SEMAP score to 80% and to increase customer satisfaction. A customer satisfaction survey will be conducted by the 3rd quarter of each fiscal year.

PHA Goal: Increase assisted housing choices

The municipality's objectives towards this goal are to increase the assisted housing choices providing voucher mobility counseling, conducting outreach efforts to potential voucher landlords and to implement the voucher homeownership program:

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

PHA Goal: Provide an improved living environment

The municipality's objectives towards this goal are to implement several measures to deconcentrate poverty by bringing higher income tenants into lower income neighborhoods and to implement measures to promote income mixing assuring access for lower income families into higher income neighborhoods.

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

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

The municipality's objectives towards this goal are to increase the number and percentage of employed persons in assisted families, providing supportive services to improve assistance recipients' employability and to attract supportive services to increase independence for the elderly or families with disabilities.

HUD Strategic Goal: Ensure equal opportunity in housing for all Americans.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

The municipality's objectives towards this goal are to undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability. To 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. And to undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

11. Membership of the Resident Advisory Board

Sra. Luz J. Oquendo
HC-01 Box 5023
Adjuntas, PR 00601

Sra. Mildred Y. Vega
Urb. Los Cerros A- 23
Adjuntas, PR 00601

Sra. Ingrid V. Soto
Calle Antonio Conde # 10
Adjuntas, PR 00601

Sra. Migdalia Rodríguez
HC-01 Box 3097
Adjuntas, PR 00601

Sr. Ángel A. Alicea
Calle San Joaquín #41-B
Adjuntas, PR 00601

Sr. Julio E. Báez
HC-08 Box 1356
Adjuntas, PR 00601

12. Comments from the Resident Advisory Board

On April 12, 2004 the Resident Advisory Board, presided by Migdalia Rodríguez heard and duly endorsed the 2004 PHA Annual Plan for the Municipality of Adjuntas. The board without any reservation approved the plan. A letter of endorsement is properly filed in the administrative office of the PHA.

13. Response to the Comments from the Resident Advisory Board

The Mayor appreciated the comments made by the Resident Advisory Board.