

Greeneville Housing

Authority

TN058V01

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: GREENEVILLE HOUSING AUTHORITY

PHA Number: TN058V01

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

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:

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

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

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

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

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

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

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

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

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 Greeneville Housing Authority has completed this Agency Plan in consultation with GHA residents and the local community. The Plan was discussed with the Resident Advisory Board on January 29, 2004 and March 4, 2004. The public was afforded an opportunity to review the plan and offer comments at a public hearing held on April 6, 2004. The Annual Agency Plan is summarized as follows:

1. Housing Needs
While the GHA's current waiting list is not excessive the demand for public housing (60) is still evident. The greatest demand is for small bedroom units (1 and 2 bedroom units).
2. Financial Resources
The GHA expects to expend approximately \$2,253,000 in the year 2004 for operations, capital improvements and administrative costs.
3. Eligibility, Selection and Admission Policies
The GHA has revised its standard operating policies to comply with the requirements of the QHWRA through regulations published in

the Federal Register on March 29, 2000. These policies will be updated as HUD issues further guidance.

As required under this section of the plan and by regulations published in PIH Notice 2001-4, the GHA has reviewed its developments relative to income. The GHA has determined that they do not have a problem with concentration of high or low-income families. Further, the GHA has revised their admission policy to assure that a concentration does not occur in the future.

4. Rent Determination-Discretionary Policies

The GHA's discretionary rent policies include:

- ✓ Flat Rents
- ✓ \$50.00 minimum rent for Public Housing

5. Operations and Management

As a high performing PHA, the GHA is exempt from this component of the PHA Plan. However, the GHA's policies have been revised to comply with the mandated requirements of the QHWRA.

6. Grievance Procedure

The GHA has revised its Grievance Procedure to comply with the QHWRA and will continue to make revisions as additional issues are addressed by HUD regulations.

7. Capital Improvements

The GHA's projected funding under the CFP program is \$549,962. The focus for the 2004 program year is to perform interior/exterior painting and structural repairs in Development TN058-001; interior painting and structural repairs in Development TN058-002; interior painting, structural repairs, new driveways and new playground equipment installation in TN058-003; interior/exterior painting, structural repairs and new driveways in Development TN058-004 and interior/exterior painting in Development TN058-005.

8. Demolition and/or Disposition

The GHA has no current plans for demolition or disposition.

9. Designation

The GHA plans to maintain the current elderly/disabled designation that applies to a portion of its units. The GHA has no plans to designate additional units in the future.

10. Conversion of Public Housing

The GHA conducted an initial conversion assessment for each development as mandated by the QHWRA through regulations published in the Federal Register on June 22, 2001. This assessment determined that conversion would not be cost effective as identified in Attachment C: “Component 10 (B) Voluntary Conversion Initial Assessments”. Therefore, the GHA has no current plans to designate any developments or buildings to tenant-based assistance.

11. Homeownership

As a high performing PHA, the GHA is exempt from this component of the PHA Plan. However, the GHA has no current plans to develop a Homeownership Program.

12. Community Services and Self-Sufficiency Programs

As a high performing PHA, the GHA is exempt from this component of the PHA Plan. However, the GHA offers and provides a variety of services and programs to their residents. These services and programs include the Family Counseling Center through East Tennessee State University; GED, literacy and computer classes; Community Outreach classes and seminars; Nutrition Programs; Girl Scouts; Boys and Girls Club of Greeneville and the Stay in School Program for residents’ children. Additionally, the GHA has adopted a policy relative to the community service requirement mandated by the QHWRA through regulations published in the Federal Register on March 29, 2000. A description of the GHA’s community service requirement is shown in Attachment D: “Implementation of Public Housing Resident Community Service Requirement”.

13. Safety and Crime Prevention

As a high performing PHA, the GHA is exempt from this component of the PHA Plan. However, the GHA has addressed or

is in the process of addressing any problems related to safety and crime with the hiring of a constable. The constable is responsible for patrolling all GHA developments, serving and testifying in eviction cases and identifying and reporting any vehicles that do not have a GHA issued parking permit.

14. Ownership of Pets

The GHA has a policy related to tenant-owned pets. This policy permits all GHA residents to own pets as mandated by the QHWRA through regulations published in the Federal Register on July 10, 2000 and subject to compliance with specific requirements of GHA's pet lease, which is included as Attachment E: "Pet Policy".

15. Civil Rights Certification

The GHA has included the required certification regarding Fair Housing and Civil Rights in this plan.

16. Annual Audit

The GHA's most recent annual audit is on file at the local HUD office in Knoxville, Tennessee and is available for review at the GHA's main office during normal business hours.

17. Asset Management

As a high performing PHA, the GHA is exempt from this component of the PHA Plan. However, it is the goal of the GHA to manage their assets as efficiently as possible to meet the intent of our Mission Statement

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 (**See Attachment A**)
- FY 2004 Capital Fund Program Annual Statement (**See Table Library**)
- 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 (**See Table Library**)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (**See Attachment B**)
- Other (List below, providing each attachment name)

Attachment C: "Component 10 (B) Voluntary Conversion Initial Assessments"

Attachment D: “Implementation of Public Housing Resident Community Service Requirements”

Attachment E: “Pet Policy”

Attachment F: “Statement of Progress in Meeting the 5-Year Plan Mission and Goals”

Attachment G: “Resident Membership of the PHA Governing Board”

Attachment H: “Membership of the Resident Advisory Board”

Attachment I: “Resident Survey Action Plan”

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
Y	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Y	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Y	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
Y	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
Y	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Y	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
NA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Y	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</i>	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
Y	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 A & O Policy	Annual Plan: Rent Determination
Y	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
NA	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Y	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
Y	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Y	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Y	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
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
Y	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
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
NA	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	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
Y	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
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
NA	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	462	3	3	2	1	NA	NA
Income >30% but <=50% of AMI	348	2	2	2	1	NA	NA
Income >50% but <80% of AMI	429	1	2	2	1	NA	NA
Elderly	473	1	2	2	1	NA	NA
Families with Disabilities	NA	NA	NA	2	1	NA	NA
Race/Ethnicity(w)	1,106	NA	NA	2	1	NA	NA
Race/Ethnicity (b)	124	NA	NA	2	1	NA	NA

Housing Needs of Families in the Jurisdiction							
By Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Race/Ethnicity (h)	0	NA	NA	2	1	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA

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: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset (Town of Greeneville Jurisdictional Area)
- 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 01/01/03-12/31/03
Waiting list total	60		86
Extremely low income <=30% AMI	48	80%	
Very low income (>30% but <=50% AMI)	8	13%	
Low income (>50% but <80% AMI)	4	7%	

Housing Needs of Families on the Waiting List			
Families with children	33	55%	
Elderly families	9	15%	
Families with Disabilities	20	33%	
Race/Ethnicity (w)	57	95%	
Race/Ethnicity (b)	3	5%	
Race/Ethnicity (h)	0	0%	
Race/Ethnicity	NA	NA	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	7	12%	17
1 BR	18	30%	13
2 BR	18	30%	23
3 BR	12	20%	24
4 BR	5	8%	8
5 BR	0	0%	1
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)? NA			
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			

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	\$406,146	
b) Public Housing Capital Fund	\$458,571	
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$0	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
g) Resident Opportunity and Self-Sufficiency Grants	\$0	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
h) Community Development Block Grant	\$0	
i) HOME	\$0	
Other Federal Grants (list below)	\$0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FFY 2003 CFP	\$458,571	Capital Improvements
FFY 2003 CFP Additional Funds	\$91,391	Capital Improvements
FFY 2002	\$114,761	Capital Improvements
3. Public Housing Dwelling Rental Income	\$661,740	Operations
4. Other income (list below)		
Late Fees/Excess Utility Charges	\$11,670	Operations
Interest Income	\$50,750	Operations
5. Non-federal sources (list below)		
Total resources	\$2,253,600	

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) When they apply

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 and Personal References**

- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

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

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

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

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

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

Not Applicable

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? **NA**
3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists? **NA**
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)? **NA**
 - 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: **NA**

(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.

2 Date and Time

Former Federal preferences:

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

Other preferences: (select all that apply)

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

Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. Yes No: 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: **Not Applicable**

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)]

B. Section 8 Not Applicable

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

Not Applicable

- 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

Not Applicable

- 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

Not Applicable

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

If yes, state circumstances below:

(4) Admissions Preferences

Not Applicable

- a. Income targeting:

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

- b. Preferences:

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

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

Former Federal preferences:

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

Other preferences: (select all that apply)

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

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

Date and Time

Former Federal preferences:

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

Other preferences: (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

Not Applicable

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 (\$50.00)

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

The GHA uses HUD's required minimum rent hardship exemptions.

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

Not Applicable

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:

The GHA utilizes and flat rents as identified in other sections of this component.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) **Not Applicable**

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 **Not Applicable**

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) **Not Applicable**

- 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 Not Applicable

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.

Not Applicable

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

Not Applicable

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)
Not Applicable

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Component Not Applicable

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 Not Applicable

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management Not Applicable

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

C. Management and Maintenance Policies Not Applicable

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)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

Not Applicable

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 Not Applicable

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **(See Table Library)**

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) **(See Table Library)**

-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) Not Applicable

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 **Not Applicable**

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

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:

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

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

[24 CFR Part 903.7 9 (i)]

Component Not Applicable

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 **Not Applicable**

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

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type:

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description **Not Applicable**
 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

<p>question) <input type="checkbox"/> Other (explain below)</p>
<p>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.)</p>
<p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p> <p><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway</p>
<p>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)</p> <p><input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)</p> <p><input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent</p> <p><input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units</p> <p><input type="checkbox"/> Other: (describe below)</p>

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing Component Not Applicable

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

Not Applicable

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 UGHA 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

Not Applicable

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Component Not Applicable

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

Not Applicable

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? MM/DD/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

Not Applicable

(1) General

a. Self-Sufficiency Policies

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

(select all that apply)

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

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

Not Applicable

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)

Public Housing		
Section 8		

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

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

Not Applicable

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)]

Component Not Applicable

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

Not Applicable

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 use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

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

Not Applicable

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

C. Coordination between PHA and the police

Not Applicable

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents

- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

D. Additional information as required by PHDEP/PHDEP Plan

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

Not Applicable

- 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 2004 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ___)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Component Not Applicable

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

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

2. What types of asset management activities will the PHA undertake? (select all that apply)
 Not applicable
 Private management
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

The resident which currently serves on the Board of Commissioners of GHA was appointed by the Mayor of Greeneville, Tennessee.

3. Description of Resident Election Process

Not Applicable

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: (provide name here)

State of Tennessee, Tennessee Housing Development Agency

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

Please refer to the executive summary of the consolidated plan for the State of Tennessee.

D. Other Information Required by HUD

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

19. Definition of “Substantial Deviation” and “Significant Amendment or Modification” [903.7(r)]:

The GHA and HUD will consider the following actions to be significant amendments or modifications:

- T changes to rent or admission policies or organization of waiting list;
- T additions of non-emergency work items (items not included in the current Annual Statement or Five Year Plan) or change in use of replacement reserve funds under the Capital Fund;
- T any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD.

Attachments

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

Attachment A “Deconcentration Policy”

DECONCENTRATION POLICY

1. The objective of the Deconcentration Policy for the PHA is to achieve the goal that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development or census tract. The PHA will take actions as necessary to achieve the goal that no individual development has a concentration of higher income or lower income families. To ensure that the PHA does not concentrate families with higher or lower income levels in any one development, the PHA will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the PHA’s computer system.
2. The PHA will periodically compare the relative incomes of its developments to the relative incomes of the census tracts in which they are located. Where significant differences are identified, income targeting will be applied.

INCOME TARGETING

1. To accomplish the deconcentration goals, the PHA will take the following actions:
 - A. At the beginning of each fiscal year, the PHA will establish a numerical goal for admissions of families whose incomes are at or below 30 percent of the area median income. The target annual goal will be calculated by taking 40 percent of the total number of move-ins from the previous PHA fiscal year.
 - B. The PHA will limit the number of admissions to ensure that not less than 40 percent of admissions are families that have incomes at or below 30 percent of area median income.
 - C. The PHA will skip families on the waiting list or skip developments to accomplish these goals.
2. The PHA will not hold units vacant to accomplish these goals.

Attachment B
“Comments of Resident Advisory Board”

The Greeneville Housing Authority (GHA) conducted its Resident Advisory Board (RAB) Meetings on January 29, 2004 and March 4, 2004 at the GHA Community Room. The purpose of the meetings was to discuss the FY 2004 PHA Agency Plan with the Board and to receive their comments and recommendations relative to the contents of both the Five Year Plan and Annual Plan. A thorough explanation of the contents of the PHA Plan was discussed with the Board as well as how the GHA arrived with the information. The Board showed favorable consideration to the FY 2004 PHA Agency Plan and only had comments relative to capital improvements as well as security issues. It was noted that the improvements the RAB would like to see undertaken have been included in the Plan. The GHA also informed the RAB on current as well as proposed measures to increase security within their developments in addition to on-going and upcoming modernization activities.

Attachment C

“Component 10 (B) Voluntary Conversion Initial Assessments”

- a. How many of the PHA’s developments are subject to the Required Initial Assessment? **Five (5)**
- b. 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 projects)? **None**
- c. How many Assessments were conducted for the PHA’s covered developments?
Five (5)
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
None	

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **Not Applicable**

Attachment D

“Implementation of Public Housing Resident Community Service Requirements”

- a. The 1998 Quality Housing and Work Responsibility Act of 1998 requires that nonexempt residents of public housing perform community service. HUD states that the provision is not intended to be perceived as punitive, but rather considered as rewarding activity that will assist residents in improving their own and their neighbors' economic and social well-being and give residents a greater stake in their communities.
- b. In order to be eligible for continued occupancy, each adult family member must either (1) contribute eight hours per month of community service or (2) participate in an economic self-sufficiency program, or a combination of the two, unless they are exempt from this requirement.
- c. Exempt individual
The following adult family members of tenant families are exempt from this requirement.
An adult who:
 - (1) Is 62 years or older;
 - (2) Is a blind or disabled individual, as defined under the Social Security Act, and who certifies that because of this disability she or he is unable to comply with the community service requirements.
 - (3) Family members who are the primary care giver for someone who is blind or disabled as set forth above.
 - (4) Family members engaged in work activity.
 - (5) Family members who are exempt from work activity under Part A of Title IV of the Social Security Act or under any other State welfare program, including the Welfare-to-Work program.
 - (6) Is a member of a family receiving assistance, benefits or services under a State program funded under Part A of Title IV of the Social Security Act or under any other State welfare program including Welfare-to-Work and who are in compliance with that program.
- d. All families will be given a written description of the service requirement, and of the process for claiming status as an exempt person. This will include the PHAs determination identifying the family members who are subject to the service requirement, and the family members who are exempt persons. The PHA will provide a form to any family members requesting exemption from the service and will advise the member what documentation is required to support the exemption. The PHA will approve or deny the request for exemption within 30 days from receipt of a request that includes required documentation. A family member may request an exempt status at anytime.
- e. The PHA will provide a listing of qualifying community service or self-sufficiency activities that will meet this requirement. This list may be updated by the PHA at anytime. Each nonexempt family member will be given a community service time sheet to track the monthly volunteer hours. A supervisor must sign and date each period of work. If qualifying activities are administered by an organization other than the PHA, a family member who is required to fulfill a service requirement must provide signed

- community service time sheets certifying to the PHA by such other organization that the family member has performed such qualifying activities.
- f. The PHA must review family compliance with service requirements, and must verify such compliance annually at least thirty days before the end of the twelve month lease term. The PHA must retain reasonable documentation of service requirement performance in tenant files.
 - g. If the PHA determines that there is a family member who is required to fulfill a service requirement, but who has violated this family obligation (noncompliant resident), the PHA must notify the tenant of this determination. The PHA notice to the tenant must:
 - (1) Briefly describe the noncompliance;
 - (2) State that the PHA will not renew the lease at the end of the twelve month lease term unless;
 - (a) The tenant, and any other noncompliant resident, enter into a written agreement with the PHA, in the form and manner required by the PHA, to cure such noncompliance, and in fact cure such noncompliance in accordance with such agreement; or
 - (b) The family provides written assurance satisfactory to the PHA that the tenant or other noncompliant resident no longer resides in the unit.
 - (3) State that the tenant may request a grievance hearing on the PHA determination, and the tenant may exercise any available judicial remedy to seek timely redress for the PHA=s nonrenewal of the lease because of such determination.
 - h. If the tenant or another family member has violated the service requirement, the PHA may not renew the lease upon expiration of the term unless:
 - (1) The tenant, and any other noncompliant resident, enter into a written agreement with the PHA, in the form and manner required by the PHA, to cure such noncompliance by completing the additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the twelve-month term of the new lease, and
 - (2) All other members of the family who are subject to the service requirement are currently complying with the service requirement or are no longer residing in the unit.
 - i. In implementing the service requirement, the PHA may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by PHA employees, or replace a job at any location where residents perform activities to satisfy the service requirement.

Attachment E “Pet Policy”

1. Purpose

In compliance with Section 526 of the Quality Housing and Work Responsibility Act of 1998, the Greeneville Housing Authority will permit residents to own and keep common household pets in their apartment. This policy sets forth the conditions and guidelines under which pets will be permitted. This policy is to be adhered to at all times. The purpose of the policy is to ensure pet ownership will not be injurious to persons or property, or violate the rights of all residents to clean, quiet and safe surroundings.

Household Pets are Restricted to:

Birds: Including canary, parakeet, finch, and other species that are normally kept caged; birds of prey are not permitted. (no deposit required)

Fish: Tanks or aquariums are not to exceed 20 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one (1) tank or aquarium is permitted per apartment. (no deposit required for fish)

Dogs: Not to exceed fifteen (15) pounds and fifteen (15) inches tall at time of maturity. All dogs must be neutered or spayed. No vicious or intimidating animals are allowed, this includes rottweilers, pinschers, pit-bulls, and chows.

Cats: All cats must be neutered or spayed.

Exotic/unconventional pets such as snakes, reptiles, monkeys, rabbits, etc. are not allowed.

2. Registration

Every pet must be registered with the Greeneville Housing Authority’s management prior to moving the pet into the unit and updated annually thereafter. Registration requires the following and applies to cats and dogs only:

- a. A certificate signed by a licensed veterinarian stating the animal has received all inoculations required by the state and local law.
- b. Identification tag bearing the owner’s name, address and phone number.
- c. Proof of neutering/spaying.
- d. Photograph of pet.
- e. The name, address and phone number of two (2) responsible persons that will care for the pet if the owner becomes temporarily incapacitated.

3. Licenses and Tags

Every dog and cat must wear the appropriate local license, a valid rabies tag and a tag bearing the owner’s name, address and phone number, at all times. All licenses and tags must be current. An animal control officer will be called to pick up any animals without the proper identification and license.

4. Number of Pets

Only one (1) pet per household will be allowed per apartment – this applies to cats and dogs. The authority will give final approval on type and number of all pets.

5. Visitors and Guests

No visitor or guest will be allowed to bring pets on the premises at anytime. Residents will not be allowed to pet sit, harbor or house a pet without fully complying with this policy. Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.

6. Pet Restraints

a. All dogs must be on leash when not in the owner's apartment. The leash must be no longer than three (3) feet.

b. Cats must be in a caged container or on a leash when taken out of the apartment.

7. Liability

Residents owning pets shall be liable for the entire amount of all damages to the Greeneville Housing Authority premises caused by their pet and all cleaning, defleaing and deodorizing required because of such pet. Pet owners shall be strictly liable for the entire amount of any injury to the person or property of other residents, staff or visitors of the Greeneville Housing Authority caused by their pet, and shall indemnify the Greeneville Housing Authority for all costs of litigation and attorney's fees resulting from such damage. Pet liability insurance can be obtained through most insurance companies.

8. Sanitary Standards and Waste Disposal

a. Litter boxes must be provided for cats with use of odor-reducing chemicals.

b. fur-bearing pets must be flea free. Should flea extermination become necessary, cost of such extermination will be charged to pet owner.

c. Pet owners are responsible for immediate removal of pet wastes and shall be charged \$25.00, if removable is required by the staff. More than three (3) such charges during a twelve (12) month period may be cause for pet removal.

(i) All pet waste must be placed in a plastic bag, tied securely to reduce odor and placed in the dumpster.

(ii) Residents with litter boxes must clean them regularly. Noncompliance may result in removal of the pet. The Greeneville Housing Authority reserves the right to impose a mandatory twice weekly litter box cleaning depending on need. Litter box waste shall be placed in a plastic bag and placed in the dumpster.

d. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. A housekeeping inspection shall be conducted after 30 days of pet moving into the household. If the household fails the housekeeping inspection, which constitutes a failure to care for the pet in an

appropriate manner, a notice of violation will be issued and the household will have 7 days to correct the deficiencies. Pet owner's apartments may be subject to additional inspections. Pets must be kept under constant control by the tenant during inspections.

9. General Rules

The resident agrees to comply with the following rules imposed by the Authority:

- a. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time.
- b. Pet owners will be required to make arrangements for their pets in the event of vacations or hospitalization.
- c. No dog houses or pens of any kind will be permitted on Authority property.
- d. It shall be the duty of every owner to have his dog or cat vaccinated against rabies after it reaches three (3) months of age. After the first (primary) vaccination, the animal shall be vaccinated one year later, following the first two vaccinations, booster vaccinations will be due at either one or three years intervals in accordance with the approved duration of immunity of the specific vaccine used and the species vaccinated. The veterinarian shall sign and issue certification bearing the owner's name and address, number of vaccination tag issued, date of vaccination, date the dog/cat should be re-vaccinated, description and sex of the dog/cat vaccinated, the type and lot of vaccine administered.
- e. All persons must report bite cases. It shall be the duty of all citizens, including doctors and veterinarians, to report to the animal control officer the names and addresses of persons treated for bites inflicted by animals, together with all information helpful in locating the animal which inflicted said bite.

10. Pet Areas

- a. Restrictions: At no time will pets be allowed in any public area such as playgrounds, basketball courts, etc.
- b. Approved Areas: Pets shall only be allowed to be exercised in tenant's yard or on city streets.

11. Pet Rule Violation and Pet Removal

- a. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has neglected to appropriately care for a pet and has violated a rule governing the pet policy, the Greeneville Housing Authority shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.
- b. If a pet poses a nuisance such as excessive noise, barking, odor, or whining which disrupts the peace or quality of life of other residents, owner will permanently remove the pet from premises upon request of management within forty-eight (48) hours. Nuisance complaints regarding pets are subject to immediate inspections.
- c. If a pet owner becomes unable either through absence, hospitalization or illness, to care for the pet and the person so designated to care for the pet in the pet

owner's absence refuses or is unable physically to care for the pet, Animal control will be called to remove the pet. The Authority accepts no responsibility for pets so removed.

- d. The Greeneville Housing Authority or proper community authority may remove any pet from a development if the pet's conduct is determined to constitute a threat to the health and safety of the other occupants of the development.

12. Damage Deposit

A "Pet Damage Deposit" will be required for all cats and dogs. The "Pet Damage Deposit" must be paid in full and in advance and is to be used to pay reasonable expenses directly attributable to the presence of the pet in the development including (but not limited to) the cost of repairs and replacements, and fumigation of, the resident's dwelling unit. The amount of the "Pet Damage Deposit" will be \$250.00; \$225.00 will be refundable at move-out and \$25.00 will be non-refundable to cover administrative costs.

13. Exceptions

- a. Service animals: The weight or size requirements do not apply to service animals that are used to assist persons with disabilities. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. Other exceptions may be made, if determined by the Authority, and requested by the tenant as a reasonable accommodation.

ACKNOWLEDGMENT OF RECEIPT

A Greeneville Housing Authority representative has reviewed the Pet Policy in its entirety and has fully explained the rules and regulations regarding pet ownership.

Attachment F

“Statement of Progress in Meeting the 5-Year Plan Mission and Goals”

Goal – Renovate or modernize public housing units: The Greeneville Housing Authority has continually upgraded its public housing units through the Comprehensive Grant Program and continues to do so through the Capital Funds Program. All modernization activities are addressed in accordance with need as well as through residents requests in all developments.

Goal – Provide and attract supportive services to improve assistance recipients’ employability: The GHA has organized with third party organizations in offering adult basic education, computer training and G.E.D. courses to improve the residents’ employability.

Goal – 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: The GHA continues to operate its public housing program in order to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status and disability. The GHA’s operations and management, inspections, maintenance and modernization programs are spread equally among all developments.

Attachment G
“Resident Membership of the PHA Governing Board”

As required by the QHWRA through regulations published in the October 21, 1999 Federal Register, the GHA currently has a resident serving on the Board of Commissioners. The resident was appointed by the Mayor of Greeneville, Tennessee and is identified as Ms. Jo Ann Cooper, 219-A Ross Boulevard, Greeneville, Tennessee 37744. Ms. Cooper was appointed to the Board of Commissioners on January 21, 2003 for a five-year term, which expires on January 21, 2008.

Attachment H
“Membership of Resident Advisory Board”

Ms. Jo Ann Cooper
219-A Ross Boulevard
Greeneville, Tennessee 37744

Ms. Louise Brown
213-A Ross Boulevard
Greeneville, Tennessee 37744

Ms. Patricia Franklin
802-A Arnold Road
Greeneville, Tennessee 37744

Ms. Nancy Cutshall
1204-B Price Lane
Greeneville, Tennessee 37744

Attachment I
“Resident Survey Action Plan”

Safety (80.1%)

The Greeneville Housing Authority has hired a constable in an effort to alleviate the safety concerns of our residents. The constable is responsible for evening patrols in GHA's developments as well as assisting in the establishment of a neighborhood watch program. The GHA also issues vehicle permits to all residents in an effort to eliminate unnecessary traffic in the developments. Additionally, the GHA will survey all residents to identify their particular problems and concerns so they may be addressed in the future.

Communications (74.8%)

The Greeneville Housing Authority has a newsletter that is distributed monthly to all GHA residents. The newsletter informs the residents of upcoming programs and events as well as overall Authority information. Additionally, the GHA shares Authority related information with the Resident Advisory Board for discussions during their meetings.

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

PHA Name: Greenville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
--------------------------------------------------	----------------------------------------------------------------------------------------------------------------------	-------------------------------------

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0			
2	1406 Operations	56,762			
3	1408 Management Improvements	20,500			
4	1410 Administration	27,200			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	28,500			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	75,000			
10	1460 Dwelling Structures	342,000			
11	1465.1 Dwelling Equipment—Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	0			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant: (sum of lines 2 – 20)	549,962			
22	Amount of line 21 Related to LBP Activities	0			

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

PHA Name: Greeneville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	0			

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

PHA Name: Greeneville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P05850104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN058-001	Structural Repairs	1460	Var. Buildings	80,000				
Earl H. Smith	Interior Painting	1460	25 units	25,000				
	Exterior Painting	1460	126 units	35,000				
TN058-002	Interior Painting	1460	3 units	3,000				
Younge Circle	Structural Repairs	1460	Var. Buildings	20,000				
TN058-003	Playground Equipment	1450	1 site	20,000				
Wesley Heights	Site Improvements (Driveways)	1450	5 bays	5,000				
	Interior Painting	1460	10 units	7,000				
	Structural Repairs	1460	Var. Buildings	30,000				
TN058-004	Site Improvements (Driveways)	1450	50 bays	50,000				
Highland Hills	Interior Painting	1460	15 units	15,000				
	Exterior Painting	1460	100 units	27,000				
	Structural Repairs	1460	100 units	30,000				
TN058-005	Interior Painting	1460	50 units	50,000				

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

PHA Name: Greeneville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P05850104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
West Hills	Exterior Painting	1460	50 units	20,000				
PHA-WIDE Operations	Operating Expense	1406	1	56,762				
PHA-WIDE Management	Youth Sports Program	1408	1	1,000				
Improvements	Maintenance/Staff Training	1408	1	1,000				
	Constable Salaries/Equipment	1408	1	15,000				
	Computer Software	1408	1	3,500				
PHA-WIDE Administration	Clerk-of-the Works	1410	1	27,200				
PHA-WIDE Fees and Costs	A/E Fees	1430	1	15,000				
	Consultant Fees for PHA Plans Update	1430	1	3,500				
	Consultant Fees for Energy Audit	1430	1	5,000				
	Consultant Fees for Utility Study	1430	1	5,000				

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

PHA Name: Greenville Housing Authority		Grant Type and Number Capital Fund Program No: TN37P05850104 Replacement Housing Factor No:					Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
TN058-001 Earl H. Smith	06/30/06			09/30/07				
TN058-002 Younge Circle	06/30/06			09/30/07				
TN058-003 Wesley Heights	06/30/06			09/30/07				
TN058-004 Highland Hills	06/30/06			09/30/07				
TN058-005 West Hills	06/30/06			09/30/07				
PHA-WIDE Operations	06/30/06			09/30/07				
PHA-WIDE Management Improvements	06/30/06			09/30/07				
PHA-WIDE	06/30/06			09/30/07				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Greeneville Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 07/2005	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 07/2006	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 07/2007	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 07/2008
	Annual Statement				
PHA-WIDE		150,362	133,362	133,362	133,362
TN058-001		174,600	256,600	54,000	155,000
TN058-002		2,500	20,000	51,000	41,000
TN058-003		5,000	30,000	91,600	67,600
TN058-004		10,000	60,000	165,000	111,000
TN058-005		207,500	50,000	55,000	42,000
Total CFP Funds		549,962	549,962	549,962	549,962
Total Replacement Housing Factor Funds		0	0	0	0

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

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2005 PHA FY: 07/2005			Activities for Year: <u>3</u> FFY Grant: 2006 PHA FY: 07/2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PHA-WIDE	Operations	50,862	PHA-WIDE	Operations	50,862
Annual	PHA-WIDE	Mgmt. Improvements	33,000	PHA-WIDE	Mgmt. Improvements	33,000
Statement	PHA-WIDE	Administrative	24,500	PHA-WIDE	Administrative	24,500
	PHA-WIDE	Fees and Costs	25,000	PHA-WIDE	Fees and Costs	25,000
	PHA-WIDE	Nondwelling Equipment	17,000	TN058-001	Sewerlines	42,000
	TN058-001	Sewerlines	26,000	TN058-001	Additional Parking	42,000
	TN058-001	Interior Painting	75,600	TN058-001	Kitchen Renovations	100,000
	TN058-001	Exterior Painting	63,000	TN058-001	Bathroom Renovations	72,600
	TN058-001	Structural Repairs	10,000	TN058-002	Sewerlines	10,000
	TN058-002	Structural Repairs	2,500	TN058-002	Additional Parking	10,000
	TN058-003	Structural Repairs	5,000	TN058-003	Sewerlines	15,000
	TN058-004	Structural Repairs	10,000	TN058-003	Additional Parking	15,000
	TN058-005	HVAC Installation	200,000	TN058-004	Sewerlines	30,000
	TN058-005	Structural Repairs	7,500	TN058-004	Additional Parking	30,000
				TN058-005	Sewerlines	15,000
				TN058-005	Additional Parking	15,000
				TN058-005	Playground Equipment	10,000
				TN058-005	Gutters	10,000
Total CFP Estimated Cost			\$549,962			\$549,962

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

Activities for Year: <u>4</u> FFY Grant: 2007 PHA FY: 07/2007			Activities for Year: <u>5</u> FFY Grant: 2008 PHA FY: 07/2008		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA-WIDE	Operations	50,862	PHA-WIDE	Operations	50,862
PHA-WIDE	Mgmt. Improvements	33,000	PHA-WIDE	Mgmt. Improvements	33,000
PHA-WIDE	Administration	24,500	PHA-WIDE	Administration	24,500
PHA-WIDE	Fees and Costs	25,000	PHA-WIDE	Fees and Costs	25,000
TN058-001	Flooring	40,000	TN058-001	Site Improvements	20,000
TN058-001	Playground Equipment	10,000	TN058-001	Plumbing	45,000
TN058-001	Gutters	4,000	TN058-001	Electrical	45,000
TN058-002	Kitchen Renovations	21,000	TN058-001	Roofing	45,000
TN058-002	Bathroom Renovations	11,000	TN058-002	Site Improvements	5,000
TN058-002	Flooring	5,000	TN058-002	Plumbing	12,000
TN058-002	Playground Equipment	10,000	TN058-002	Electrical	12,000
TN058-002	Gutters	4,000	TN058-002	Roofing	12,000
TN058-003	Kitchen Renovations	52,600	TN058-003	Site Improvements	7,600
TN058-003	Bathroom Renovations	28,000	TN058-003	Plumbing	20,000
TN058-003	Flooring	7,000	TN058-003	Electrical	20,000
TN058-003	Gutters	4,000	TN058-003	Roofing	20,000
TN058-004	Kitchen Renovations	100,000	TN058-004	Site Improvements	15,000
TN058-004	Bathroom Renovations	50,000	TN058-004	Plumbing	32,000
TN058-004	Playground Equipment	10,000	TN058-004	Electrical	32,000
TN058-004	Gutters	5,000	TN058-004	Roofing	32,000
TN058-005	Bathroom Renovations	40,000	TN058-005	Plumbing	14,000
TN058-005	Flooring	15,000	TN058-005	Electrical	14,000
			TN058-005	Roofing	14,000
Total CFP Estimated Cost		\$549,962			\$549,962

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

PHA Name: Greenville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/03
 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	0		0	0
2	1406 Operations	25,000		0	0
3	1408 Management Improvements	33,000		0	0
4	1410 Administration	24,500		0	0
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	25,000		0	0
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	164,500	115,115	0	0
10	1460 Dwelling Structures	285,342	235,956	0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0		0	0
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	0		0	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Costs	0		0	0
18	1499 Development Activities	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	557,342	458,571	0	0
22	Amount of line 21 Related to LBP Activities	0		0	0

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

PHA Name: Greenville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/ Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/03		<input type="checkbox"/> Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance	0		0	0
24	Amount of line 21 Related to Security – Soft Costs	0		0	0
25	Amount of Line 21 Related to Security – Hard Costs	0		0	0
26	Amount of line 21 Related to Energy Conservation Measures	0		0	0

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

PHA Name: Greenville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P05850103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN058-001 Earl H. Smith	Structural Repairs	1460	Var. Buildings	30,000		0	0	06/04
TN058-002 Younge Circle	Structural Repairs	1460	Var. Buildings	20,000		0	0	06/04
	Interior Painting	1460	14 units	7,000		0	0	06/04
	Exterior Painting	1460	14 units	7,000		0	0	06/04
TN058-003 Wesley Heights	Interior Painting	1460	35 units	25,000		0	0	06/04
	Exterior Painting	1460	35 units	10,000		0	0	06/04
TN058-004 Highland Hills	Tree Trimming	1450	Var. Locations	25,000		0	0	06/04
	Sidewalk Repairs	1450	Var. Locations	20,000		0	0	06/04
	Waterline Replacement	1450	100 units	119,500	70,115	0	0	06/04
	Structural Repairs	1460	Var. Buildings	16,142	16,000	0	0	06/04
	Flooring	1460	100 units	170,200	120,956	0	0	06/04
PHA-WIDE Operations	Operating Expense	1406	1	25,000		0	0	04/04
PHA-WIDE	Youth Sports Program	1408	1	2,000		0	0	04/04

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

PHA Name: Greenville Housing Authority		Grant Type and Number Capital Fund Program No: TN37P05850103 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
TN058-001 Earl H. Smith	06/30/05			09/30/06				
TN058-002 Younge Circle	06/30/05			09/30/06				
TN058-003 Wesley Heights	06/30/05			09/30/06				
TN058-004 Highland Hills	06/30/05			09/30/06				
PHA-WIDE Operations	06/30/05			09/30/06				
PHA-WIDE Management Improvements	06/30/05			09/30/06				
PHA-WIDE Administration	06/30/05			09/30/06				
PHA-WIDE	06/30/05			09/30/06				

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

PHA Name: Greenville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850203 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/03
 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	0		0	0
2	1406 Operations	0		0	0
3	1408 Management Improvements	0		0	0
4	1410 Administration	0		0	0
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	0		0	0
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	0		0	0
10	1460 Dwelling Structures	91,391		0	0
11	1465.1 Dwelling Equipment—Nonexpendable	0		0	0
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	0		0	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Costs	0		0	0
18	1499 Development Activities	0		0	0
19	1501 Collaterization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	91,391		0	0
22	Amount of line 21 Related to LBP Activities	0		0	0

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

PHA Name: Greeneville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850203 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/ Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/03		<input type="checkbox"/> Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance	0		0	0
24	Amount of line 21 Related to Security – Soft Costs	0		0	0
25	Amount of Line 21 Related to Security – Hard Costs	0		0	0
26	Amount of line 21 Related to Energy Conservation Measures	0		0	0

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

PHA Name: Greenville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/03
 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	0		0	0
2	1406 Operations	25,000		8,133	8,133
3	1408 Management Improvements	33,000		16,660	9,796
4	1410 Administration	24,500		24,500	3,314
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	25,000		20,087	20,087
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	15,000		0	0
10	1460 Dwelling Structures	434,842		373,201	373,201
11	1465.1 Dwelling Equipment—Nonexpendable	0		0	0
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	0		0	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Costs	0		0	0
18	1499 Development Activities	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	557,342		442,581	414,531

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

PHA Name: Greeneville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	0		0	0
23	Amount of line 21 Related to Section 504 compliance	0		0	0
24	Amount of line 21 Related to Security – Soft Costs	25,000		14,976	8,112
25	Amount of Line 21 Related to Security – Hard Costs	0		0	0
26	Amount of line 21 Related to Energy Conservation Measures	0		0	0

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

PHA Name: Greenville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P05850102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN058-001	HVAC Installation	1460	50 units	252,805		237,234	237,234	Completed
Earl H. Smith	Structural Repairs	1460	6 units	96,812		96,812	96,812	Completed
	Interior Painting	1460	2 units	0	1,827	1,827	1,827	Completed
TN058-002	Structural Repairs	1460	1 unit	23,625		23,625	23,625	Completed
Younge Circle	Interior Painting	1460	14 units	7,000	5,173	335	335	In Progress
	Exterior Painting	1460	14 units	7,000		0	0	06/04
TN058-003	Interior Painting	1460	35 units	25,000		768	768	In Progress
Wesley Heights	Exterior Painting	1460	35 units	10,000		0	0	06/04
TN058-004	Tree Trimming	1450	Var. Locations	10,000		0	0	06/04
Highland Hills	Sidewalk Repairs	1450	Var. Locations	5,000		0	0	06/04
	Structural Repairs	1460	1 unit	12,600		12,600	12,600	Completed
PHA-WIDE Operations	Operating Expense	1406	1	25,000		8,133	8,133	In Progress
PHA-WIDE	Youth Sports Program	1408	1	2,000		0	0	06/04

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

PHA Name: Greenville Housing Authority		Grant Type and Number Capital Fund Program No: TN37P05850102 Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
TN058-001 Earl H. Smith	06/30/04			09/30/05				
TN058-002 Younge Circle	06/30/04			09/30/05				
TN058-003 Wesley Heights	06/30/04			09/30/05				
TN058-004 Highland Hills	06/30/04			09/30/05				
PHA-WIDE Operations	06/30/04			09/30/05				
PHA-WIDE Management Improvements	06/30/04			09/30/05				
PHA-WIDE Administration	06/30/04			09/30/05				

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

PHA Name: Greenville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/03
 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	0		0	0
2	1406 Operations	0		0	0
3	1408 Management Improvements	24,491		24,491	24,491
4	1410 Administration	15,577		15,577	15,577
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	27,830		27,830	27,830
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	32,792		32,792	32,792
10	1460 Dwelling Structures	482,547		482,547	482,547
11	1465.1 Dwelling Equipment—Nonexpendable	0		0	0
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	0		0	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Costs	3,891		3,891	3,891
18	1499 Development Activities	0		0	0
19	1501 Collateralization or Debt Service	0		0	0
20	1502 Contingency	0		0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	587,128		587,128	587,128
22	Amount of line 21 Related to LBP Activities	0		0	0

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

PHA Name: Greeneville Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN37P05850101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 12/31/03
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance	0		0	0
24	Amount of line 21 Related to Security – Soft Costs	0		0	0
25	Amount of Line 21 Related to Security – Hard Costs	0		0	0
26	Amount of line 21 Related to Energy Conservation Measures	0		0	0

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

PHA Name: Greenville Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN37P05850101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN058-001	Sidewalk Repairs	1450	Var. Locations	16,682		16,682	16,682	Completed
Earl H. Smith	Tree Trimming	1450	Var. Locations	16,110		16,110	16,110	Completed
	Electrical Improvements	1460	126 units	84,340		84,340	84,340	Completed
	HVAC Installation	1460	75 units	340,682		340,682	340,682	Completed
TN058-004	Electrical Improvements	1460	100 units	21,677		21,677	21,677	Completed
Highland Hills	HVAC Installation	1460	10 units	0		0	0	Deleted
TN058-005	Kitchen Cabinets	1460	50 units	35,848		35,848	35,848	Completed
West Hills								
PHA-WIDE	Youth Sports Program	1408	1	0		0	0	Deleted
Management	Maintenance/Staff Training	1408	1	0		0	0	Deleted
Improvements	Constable Salaries	1408	1	20,160		20,160	20,160	Completed
	Computer Software	1408	1	4,331		4,331	4,331	Completed
PHA-WIDE	Clerk-of-the Works	1410	1	15,577		15,577	15,577	Completed
Administration								
PHA-WIDE	Contract Mowing	1430	1	330		330	330	Completed

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

PHA Name: Greenville Housing Authority		Grant Type and Number Capital Fund Program No: TN37P05850101 Replacement Housing Factor No:				Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
TN058-001 Earl H. Smith	06/30/03		12/31/02	09/30/04			
TN058-004 Highland Hills	06/30/03		12/31/02	09/30/04			
TN058-005 West Hills	06/30/03		12/31/02	09/30/04			
PHA-WIDE Management Improvements	06/30/03		12/31/02	09/30/04			
PHA-WIDE Administration	06/30/03		12/31/02	09/30/04			
PHA-WIDE Fees and Costs	06/30/03		12/31/02	09/30/04			
PHA-WIDE Relocation	06/30/03		12/31/02	09/30/04			

