

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

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# Housing Authority of the City of Edinburg PHA Plans

5-Year Plan for Fiscal Years 2000 – 2004  
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**

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HUD 50075  
OMB Approval No: 2577-0226  
Expires: 03/31/2002

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority City of Edinburg

**PHA Number:** TX062

**PHA Fiscal Year Beginning:** 04/2004

**Public Access to Information**

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

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

**Display Locations for PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[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.

[X] The PHA's mission is:

The mission of the Housing Authority City of Edinburg is to provide decent, safe and sanitary housing to the low-income families. The Housing Authority City of Edinburg shall allow qualified families the opportunity to obtain community wide housing by improving their living conditions through affordable rent payments. The Housing Authority will continue to serve as a stepping stone and will encourage the families to participate in the various programs (Affordable Housing Program, Self Sufficiency Program, Employment Program, Educational Programs and Counseling Programs) that are designed to promote self sufficiency. The mission of the Housing Authority is to assist as many qualified families as possible, by providing them the opportunity of improving their lifestyles and becoming self-sufficient.

**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.**

[X] 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)
- [X] 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)
- [X] 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**

- [X] 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)

[X] Other: (list below)

- 1) Increase the number of residents graduating into the Homeownership Program.
- 2) Continue with the Homeownership Program's a) Budgeting Classes b) Credit Counseling Classes c) Housekeeping Classes.
- 3) Increase the number of participants in the Family Self-Sufficiency Program by motivation and counseling.
- 4) Continue to provide Family self Sufficiency Program escrow accounts for those families, which qualify.
- 5) Increase meaningful resident participation in the improvement of their developments and neighborhoods.
- 6) Continue to network with the local agencies, school district and City.
- 7) Implement the Community Service / Self Sufficiency Policy. We are encouraging our residents to volunteer at the Housing Authority. We have residents volunteering in:
  - a) Resident Patrol
  - b) Providing child care for those attending the G.E.D. & ESL Classes
  - c) Sewing Classes
  - d) Providing childcare for those attending the sewing classes
  - e) Helping out with fundraisers
  - f) Helping out with the Drug Elimination Program

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

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

Objectives:

[X] 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**

[X] 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)**

- 1. Retain high quality employees who are an asset to the Housing Authority of Edinburg.**
- 2. Conduct annual evaluation on employees.**
- 3. Continue to monitor staff to assure exceptional service to clients.**
- 4. Provide regular training to staff.**
- 5. Post anti-discrimination posters.**

**Annual PHA Plan  
PHA Fiscal Year 2000**

[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.

**Introduction:**

The City of Edinburg is located in the western part of Hidalgo County, approximately seventeen miles north of the Rio Grande River, along the Texas-Mexico border. In 1930, the City only had 4,821 residents. Since the City of Edinburg has consistently grown in size and population. The City of Edinburg's 2003 population according to the U.S. Census Count is 48,465. This figure represents an increase of 88.3% of the total community. The remaining monitories represent the other 11.7% of the total community.

The Board of Commissioners and staff selected six priority goals or results for the five years, which are as follows.

- 1) Retain high quality employees.
- 2) Conduct evaluations and have scheduled training sessions on a continuous basis.
- 3) Apply for vouchers as soon as NOFAs are issued.
- 4) Apply for all grants that the Housing Authority can qualify for.
- 5) Apply for Tax Credits to build affordable housing to produce additional resources.
- 6) Apply for bank loans so as to be able to continue with the phases of the Homeownership Program.
- 7) Apply for HOPE VI during 2004.
- 8) Apply for Tax Credit to build affordable housing to produce additional resources.
- 9) Apply for Vouchers as soon as Super NOFA is issued

## **CERTIFICATION**

**The Housing Authority City of Edinburg certifies that it has and will continue to adhere to all Civil Rights requirements and will affirmatively further fair housing. The Housing Authority City of Edinburg has included a copy of its most recent fiscal year audit report as part of the documentation made available for public review during the 45 days prior to submission of the Housing Authority City of Edinburg's Agency Plan to HUD on 01/17/04**

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

**Required Attachments:**

- Admissions Policy for Deconcentration
- FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents  check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development  check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies  check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures  check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures  check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	attachment (provided at PHA option)	
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	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.

<b>Housing Needs of Families in the Jurisdiction By Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	916	5	5	5	5	5	5
Income >30% but <=50% of AMI	505	5	5	5	5	5	5
Income >50% but <80% of AMI	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Elderly	200	5	5	5	5	5	5
Families with Disabilities	151	5	5	5	5	5	5
Race/Ethnicity (Hispanic)	86%						
Race/Ethnicity Other	14%						
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000 - 2004
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	474		212
Extremely low income <=30% AMI	376	79%	
Very low income (>30% but <=50% AMI)	8	2%	
Low income (>50% but <80% AMI)	90	19%	
Families with children	439	93%	
Elderly families	19	4%	
Families with Disabilities	16	3%	
Race/ White	10	2%	
Race/Hispanic	462	97%	
Race/Black	2	1%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	158	11%	
2 BR	184	52%	
3 BR	122	35%	
4 BR	10	2%	
5 BR	0	0	
5+ BR	0	0	

<b>Housing Needs of Families on the Waiting List</b>
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>

**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. (Units under the TDHCA)
- 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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	719,191.00	
b) Public Housing Capital Fund	760,098.00	
c) HOPE VI Revitalization	.00	
d) HOPE VI Demolition	.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,357,403.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	.00	
g) Resident Opportunity and Self-Sufficiency Grants	.00	
h) Community Development Block Grant	.00	
i) HOME	300,000.00	
j) TBRA	126,594.00	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>3. Public Housing Dwelling Rental Income</b>	550,760.00	
<b>4. Other income</b> (list below)		
Interest Investment	5,000.00	
Capital Fund Program	152,020.00	
Head Star, Coca Cola & Laundry Machine	47,769.00	
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	<b>6,018,835.00</b>	

### **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: Since our waiting list is small we verify eligibility for admission right away being that they will be offer an public housing unit right away.

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

Criminal or Drug-related activity

Rental history

Housekeeping

Other (describe)

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

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

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

## **(2)Waiting List Organization**

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

Community-wide list

Sub-jurisdictional lists

Site-based waiting lists

Other (describe)

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

PHA main administrative office

PHA development site management office

Other (list below)

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

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

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? **N/A**

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

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

PHA main administrative office

All PHA development management offices

Management offices at developments with site-based waiting lists

At the development to which they would like to apply

- Other (list below)  
**N/A**

**(3) Assignment**

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

- One  
 Two  
 Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

The PHA applies preferences within income tiers

Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

**(5) Occupancy**

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

The PHA-resident lease

The PHA's Admissions and (Continued) Occupancy policy

PHA briefing seminars or written materials

Other source (list)

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

At an annual reexamination and lease renewal

Any time family composition changes

At family request for revision

Other (list)

**(6) De-concentration and Income Mixing**

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

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

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

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

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

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

Other (list policies and developments targeted below)

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

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

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

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

- [X] Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

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

- [X] Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## **B. Section 8**

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

### **(1) Eligibility**

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

- [X] 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. [X] Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

**(2) Waiting List Organization**

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

**(3) Search Time**

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

If yes, state circumstances below:

Additional time will be granted if the family provides proof that it hasn't been able to locate an apartment or house which meets the HQS guidelines.

**(4) Admissions Preferences**

- a. Income targeting

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

- b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant - based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

#### **(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices
- Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

## A. Public Housing

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

### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

1). Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

Market comparability study

Fair market rents (FMR)

95<sup>th</sup> 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)
  - 1. Used 85% of the FMR’s

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	469	180
Section 8 Vouchers	869	328
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**

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:

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

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

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) See Page 50

-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)

-or-

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

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

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

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

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

- Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
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)]

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

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

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>	
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 [X] No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

**INITIAL VOLUNTARY CONVERSION ASSESSMENT  
(Not eligible for Conversion)**

**PHA:** Housing Authority City of Edinburg  
**DEV. NAME:** Albores  
220 South 25<sup>th</sup> St.

Edinburg, TX

We have reviewed the subject development's operation as public housing, considered the implications of converting the public housing to tenant-based assistance, and concluded that the development **does not meet the necessary conditions for voluntary conversion**. Our analysis indicates that conversion of the development:

- 1) Will be more expensive than continuing to operate the development (or portion of it) as public housing;
- 2) Would not principally benefit the residents of the public housing development to be converted and the community; and
- 3) Would adversely affect the availability of affordable housing in the community.

**INITIAL VOLUNTARY CONVERSION ASSESSMENT  
(Not eligible for Conversion)**

**PHA:** Housing Authority City of Edinburg  
**DEV. NAME:** El Jardin  
22th & Lovett  
Edinburg, TX

We have reviewed the subject development's operation as public housing, considered the implications of converting the public housing to tenant-based assistance, and concluded that the development **does not meet the necessary conditions for voluntary conversion**. Our analysis indicates that conversion of the development:

- 1) Will be more expensive than continuing to operate the development (or portion of it) as public housing;
- 2) Would not principally benefit the residents of the public housing development to be converted and the community; and
- 3) Would adversely affect the availability of affordable housing in the community.

**INITIAL VOLUNTARY CONVERSION ASSESSMENT  
(Not eligible for Conversion)**

**PHA:** Housing Authority City of Edinburg  
**DEV. NAME:** Lantana  
1200 North 1<sup>st</sup> St.  
Edinburg, TX

We have reviewed the subject development's operation as public housing, considered the implications of converting the public housing to tenant-based assistance, and concluded that the development **does not meet the necessary conditions for voluntary conversion**. Our analysis indicates that conversion of the development:

- 4) Will be more expensive than continuing to operate the development (or portion of it) as public housing.
- 5) Would not principally benefit the residents of the public housing development to be converted and the community; and
- 6) Would adversely affect the availability of affordable housing in the community.

**INITIAL VOLUNTARY CONVERSION ASSESSMENT**  
**(Not eligible for Conversion)**

**PHA:** Housing Authority City of Edinburg  
**DEV. NAME:** La Posada  
900 S. Sugar Rd.  
Edinburg, TX

We have reviewed the subject development's operation as public housing, considered the implications of converting the public housing to tenant-based assistance, and concluded that the development **does not meet the necessary conditions for voluntary conversion**. Our analysis indicates that conversion of the development:

- 7) Will be more expensive than continuing to operate the development (or portion of it) as public housing.
- 8) Would not principally benefit the residents of the public housing development to be converted and the community; and
- 9) Would adversely affect the availability of affordable housing in the community.

**INITIAL VOLUNTARY CONVERSION ASSESSMENT**  
**(Not eligible for Conversion)**

**PHA:** Housing Authority City of Edinburg  
**DEV. NAME:** Towers  
201 North 13<sup>th</sup> St.  
Edinburg, TX

We have reviewed the subject development's operation as public housing, considered the implications of converting the public housing to tenant-based assistance, and concluded that the development **does not meet the necessary conditions for voluntary conversion**. Our analysis indicates that conversion of the development:

- 10) Will be more expensive than continuing to operate the development (or portion of it) as public housing.
- 11) Would not principally benefit the residents of the public housing development to be converted and the community; and
- 12) Would adversely affect the availability of affordable housing in the community.

**INITIAL VOLUNTARY CONVERSION ASSESSMENT**  
**(Not eligible for Conversion)**

**PHA:** Housing Authority City of Edinburg  
**DEV. NAME:** Manuel Ramirez Viviendas  
900 S. 18<sup>th</sup>  
Edinburg, TX

We have reviewed the subject development's operation as public housing, considered the implications of converting the public housing to tenant-based assistance, and concluded that the development **does not meet the necessary conditions for voluntary conversion**. Our analysis indicates that conversion of the development:

- 13) Will be more expensive than continuing to operate the development (or portion of it) a public housing.
- 14) Would not principally benefit the residents of the public housing development to be converted and the community; and
- 15) Would adversely affect the availability of affordable housing in the community.

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

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

5. Number of units affected:
6. Coverage of action: (select one)
- Part of the development
- Total development

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

- 1.) Minimum Payment
- 2.) Loan Must Meet Criteria
- 3.) Must meet normal underwriting criteria

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

Yes  No: Has the PHA 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? **03/15/01**

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip

to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

<b>Services and Programs</b>				
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)
<i>G.E.D. Classes</i>	<i>20</i>	<i>None</i>	<i>Two Development Community Centers</i>	<i>Both</i>
<i>English as a Second Language</i>	<i>20</i>	<i>None</i>	<i>Two Development Community Centers</i>	<i>Both</i>
<i>Homeownership Classes</i>	<i>25</i>	<i>Waiting List</i>	<i>Community Center</i>	<i>Both</i>

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	0

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:

We enroll all the families that are interested in participating in the program.

**C. Welfare Benefit Reductions**

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

[X] Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies

- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports

- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

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

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

- Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- Crime Prevention through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)  
The PHA has 5 security employees to patrol all developments to prevent crime activities

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

Albores and Lantana

**C. Coordination between PHA and the police**

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

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

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

**C. Additional information as required by PHDEP/PHDEP Plan / (IS NOT REQUIREMENT)**

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

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**PET POLICY**

This policy allows common household pets as authorized by the policy, domesticated animals, such as cat, dogs, fish rodents (including rabbits) and turtles, that are traditionally kept in the home for the pleasure rather than for commercial purposes.

The residents are required to register their pets with the Authority before they are brought into the premises and such registration will be done on an annual basis.

The following will be required from the family 1) Sufficient information to identify the pet and demonstration that it is a common household pet and a picture. 2) Certificate from a licensed veterinarian or local authority empowered to inoculate animals. 3) The information regarding the responsible parties who will care for the pet if the pet owner dies, is incapacitated, or is otherwise unable to care for the pet. 4) Statement that the resident has read the policy and agrees to terms.

The Housing Authority may refuse to register a pet: 1) is not a common household pet. 2) The keeping of the pet would violate any applicable house pet rule; 3) the pet owner fails to provide complete pet registration information; 4) Owners fail to update the pet registration annually. 5) We determine that based on the pet owners "habits and practices and the pet" temperament, that the pet owner will be unable to keep the pet in compliance with the pet rules and other legal obligations; 6) Financial ability to care for the pet will not be a reason for the Authority to refuse to register a pet.

The Authority will notify the owner if there is a reason for refusal to register the pet and shall specify in the notice.

The cats and dogs shall be limited to small breeds where total weight shall not exceed twenty pounds and total height shall not exceed twelve inches. No chows, pit bulls, Dobermans, German police dogs, or any other known fighter breed will be allowed on the premises. All pets shall be neutered or spayed, and verified by veterinarian, the cost to be paid by the owner.

A one-time fee of \$350.00 pet fee shall be made to the Housing Authority to help cover cost of damages to the unit caused by the pet. Pets shall be quartered in the resident's unit. Animal shall be kept on a leash and controlled by a responsible individual when taken outside. Pets will not be allowed on specified common areas such as clotheslines, social rooms office, maintenance space, and etc. Each family will be responsible for the noise or odor caused by their pet. Obnoxious odors can cause health problems and will not be tolerated.

The pet owners will be responsible and liable for any and all bodily harm to other residents or individual and destruction of personal property belonging to others caused by owner's pet will be the moral and financial obligation of the pet owner. If the pet owner fails to comply with the rules it may lead to removal of the animal and or termination of residency.

The rules under the pet ownership Policy except the deposit shall not apply to animals that are used by persons with disabilities.

## **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.

### **FAIR HOUSING DOCUMENTATION**

Edinburg Housing Authority has reviewed its policies, procedures, and marketing outreach in regards to the compliance of the Fair Housing Act and finds no deficiencies. This finding is a result of the following acts.

- 1) No discrimination was found in the application phase or admissions because of:
  - Race or color
  - National origin
  - Religion
  - Sex
  - Familial status (including children under the age of 18 living with parents or legal custodians; pregnant women and people securing custody of children under 18)
  - Handicap
- 2) None of the following actions were taken, regarding the rental of units, based on race, color national origin, sex, familial status or handicap:
  - Refused to rent a unit
  - Refused to take an application
  - Close the waiting list
  - Deny a unit
  - Set different terms or conditions for the rental unit
  - Provide different housing services or facilities
  - Falsely deny that housing is available for rent
  - Deny anyone access to membership in a facility or service related to renting a unit
- 3) Neither has the Housing Authority

- Threatened, coerced, intimidated or interfered with anyone exercising a fair housing right or was assisting other who exercised that right.
  - Advertised or made any statement that indicated a limitation or preference based on race, color, national origin, religion, sex familial status or handicap.
- 4) As a landlord, in regards to people with disabilities, the Housing Authority has never.
- Refused to allow the tenant to make reasonable modification to the unit, at the tenant's expense, if the unit is not one of the previously designated handicapped units.
  - Refused to make additional modification to the designated handicapped units and common used areas.
  - Refused to make reasonable accommodations in rules, policies, practices or services if necessary for the handicapped person to use the unit.
- 5) Edinburg Housing Authority does not and has never discriminated against families in which one or more children under 18 live with a parent, or a person who has legal custody of the child/children, or the designee of the parent or legal custodian. This also applies to pregnant women and anyone security legal custody of a child under 18.

## **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
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?  
Extended to April 23, 2004

The Edinburg Housing responding for the correction of finding:

1. Reconciliation of General Ledger for all program
2. Reconciliation of Capital Fund Program (P&E Report FY2000, 2001)
3. Public Housing Year And Utility Adjustments
4. Public Housing and Section 8, Utility Allowances
5. Over Requisition of Funds Mod Rehab Program

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s? Still Pending
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
  - Attached at Attachment (File name)  
Provided below: In the Towers Development the resident Jesus Ryan ask for more handicapped parking lot space and identification number for each car of residents
  
3. In what manner did the PHA address those comments? (select all that apply)
  - Considered comments, but determined that no changes to the PHA Plan were necessary.
  - The PHA changed portions of the PHA Plan in response to comments  
List changes below:
  - Other: (list below)

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

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

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
  - Candidates were nominated by resident and assisted family organizations
  - Any adult recipient of PHA assistance could nominate candidates
  - 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: Edinburg (County of Hidalgo) Texas
  
- 2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  
- Other: (list below)

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

**D. Other Information Required by HUD**

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

## **Attachments**

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

### **ATTACHMENT # 1**

#### **STATEMENT OF PROGRESS IN MEETING THE FIVE-YEAR PLAN MISSION AND GOALS**

The Mission to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination has been met in the year 2003. The Housing Authority has served as a stepping stone and has encouraged the families to participate in the various programs offered at the Housing Authority. All the programs are designed to promote self-sufficiency and a drug free environment.

The Administrative Staff moved into a new administration building during of March 2002.

The Edinburg Housing Authority applied for a ROSS Grant and got funded. The Housing Authority will be able to get a top of the line learning center with the funds provided.

During the first part 2003 we were able to start construction on 6 new homes, which are located at Sunrise Estates. The 6 families will be graduating into the Homeownership Program and will become taxpayers. Mr. James Holzem designed the six homes and did an outstanding job. We have submitted an application to the Texas Department of Housing and Community Affairs for a down payment assistance grant and got funded. The grant calls for assisting the families with \$ 10,000.00 which provides a low monthly mortgage payment.

We are about to complete some work under the Capital Fund Program, which was the replacement of the windows at Albores Courts. The window replacement has given the housing development a new appearance.

The Edinburg Housing Authority in January 2004 submitted application for Tax Credit to rehab the Towers Apartment and build 60 to 100 more units for elderly applicants.

We were granted a status of a high performer under the SEMAP for fiscal year ending March 31, 2002. We have continued to monitor the program closely and believe we were able to obtain a good score.

The Housing Authority has continued to ensure that it offers equal opportunity and affirmatively furthers fair housing to all people that we serve.

The Housing Authority has retained the high quality employees who are an asset for the Housing Authority. We feel that charges have taken place, which were charges for the betterment of the programs and the people we serve.

**ATTACHMENT # 2**

**RESIDENT MEMBERSHIP OF  
THE PHA GOVERNING BOARD**

The Housing Authority City of Edinburg has one Resident Commissioners and her name is Ms Laurentina Juarez, Ms. Juarez resides at the Manuel Ramirez Viviendas and was appointed to the Board during November 2002.

Ms. Perla Longoria was the former Resident Commissioner. Ms. Longoria used to reside at The Towers Apartment and served as Commissioner for the past two years.

Mrs. Perla Longoria's term of office is as follows:

December 18, 1998 to November 30, 1999  
November 30, 1999 to November 30, 2001  
November 29, 2001 to November 29, 2002

Ms. Laurentina Juarez's term of office is as follows:

November 29, 2002 to November 15, 2004

Mr. Richard Garcia, the new Mayor of Edinburg appoints the Resident Commissioner(s).

**ATTACHMENT # 3**

**EDINBURG HOUSING AUTHORITY  
ORGANIZATIONAL CHART**

**U.S. Department of Housing & Urban Development**

**Edinburg Housing Authority Board of Commissioners**

**Executive Director**

**Assistant Executive Director / Director of Operations**

Maintenance Superintendent  
Foreman  
Mechanic Aide A&B  
Mechanic Aide A&B  
Utility Laborers  
Custodian

Section 8 Director  
Section 8 Manager  
Case Workers  
Inspectors

Family Self-Sufficiency Coordinator  
Homeownership Program Coordinator  
Procurement Officer

Finance Officer  
Bookkeeper & Clerk  
4 Project Managers  
Inspector  
Tenant Selector  
Social Service Coordinator  
Van Driver & Clerk  
Capital Fund Coordinator  
Capital Fund Foreman & Worker

Grant Writer

#### **ATTACHMENT # 4**

##### **DE-CONCENTRATION POLICY (Amendment to Admissions & Occupancy Policy)**

In its assignment of units, the Housing Authority will, to the maximum extent possible, avoid concentration of the most economically and socially deprived families in any one or all of its developments, in an attempt to achieve a board range of income. As required by the Quality Housing and Work Responsibility Act of 1998.

- 1.) At least 40% of the families admitted during the fiscal year must not have income over 30% of the median income for the area, as defined by HUD.
- 2.) In order to prevent or correct concentrations of the lowest income families in any one project, the Housing Authority may skip over another family on the waiting list in order to house a family with higher income.

#### **ATTACHMENT # 5**

##### **PHA's Definition of Substantial Deviation & Significant Amendments / Modification to the PHA Plan**

The Housing Authority City of Edinburg's definition of substantial deviation and significant amendments / modifications to the plan is as follows:

- 1.) Changes to rent or admissions policies or organization of the waiting list are made.
- 2.) Additions of non-emergency work items, which are not included in the current Annual Statement or Five Year Action Plan or change in the use of replacement reserve funds under the Capital Fund Program.
- 3.) Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

When and if the Housing Authority should have any of the mention changes, the Housing Authority will:

- 1.) Consult with the Resident Advisor Board as defined in 24 CFR 9003.13

- 2.) Ensure consistency with the Consolidated Plan of the jurisdiction as defined in 24 CFR 903.15
- 3.) Provide a review of the amendments / modification until a 45 day public review period as defined in 24 CFR 903.17
- 4.) Will not adopt the amendment or modification until the PHA has duly called a meeting of its Board of Directors. This meeting, at which amendment or modification is adopted, must be open to the public.
- 5.) Will not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures as defined in 24 CFR 903.23

## **ATTACHMENT # 6**

### **COMMUNITY SERVICE POLICY**

The Edinburg Housing Authority has implement the Community Service Policy as required by Quality Housing and Work Responsibility Act of 1998. MHA requires that all non-exempt Public Housing Adult Resident contribute eight (8) hours per month of Community services (volunteer work) or participate in eight (8) hours of training, counseling, classes and other activities which help an individual towards economic independence.

Community Service-volunteer work which includes, but not limited to:

- Work at local schools, or child care center
- Work with youth organizations
- Work at the Authority to help improve physical conditions
- Work at the Authority to help children's programs
- Helping neighborhood groups with special projects
- Working through resident organization to help resident with problems

Exempt Adult an adult member of the family who:

- Is 62 years of age or older
- Has a disability that prevents him/her from being gainfully employed
- Is the caretaker of a disable person
- Is working at least 20 hours per week
- Is participating in welfare to work program
- Is receiving assistance from TANF and is in compliance with job training and work activities requirements of the program

## **ATTACHMENT # 7**

### **CAPITAL FUND PROGRAM**

## PHA Plan Table Library

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

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

#### EDINBURG HOUSING AUTHORITY

Capital Fund Grant Number **TX59P062501-04** FFY of Grant Approval: **2004**

[X] Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	152,020.00
3	1408 Management Improvements	124,886.00
4	1410 Administration	76,010.00
5	1411 Audit	.00
6	1415 Liquidated Damages	.00
7	1430 Fees and Costs	35,758.00
8	1440 Site Acquisition	.00
9	1450 Site Improvement	.00
10	1460 Dwelling Structures	358,650.00
11	1465.1 Dwelling Equipment-Nonexpendable	.00
12	1470 Nondwelling Structures	.00
13	1475 Nondwelling Equipment	.00
14	1485 Demolition	.00
15	1490 Replacement Reserve	.00
16	1492 Moving to Work Demonstration	.00
17	1495.1 Relocation Costs	.00
18	1498 Mod Used for Development	.00
19	1502 Contingency	12,774.00
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>760,098.00</b>
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

<b>Development Number/Name HA-Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Development Account Number</b>	<b>Total Estimated Cost</b>
<b>Agency-Wide</b>	<b>Operation</b> May not exceed 20% of Total Grant <b>Total - 1406</b>	1406	152,020.00 <b>152,020.00</b>
	<b>Management Improvements</b>		
	Staff & Commissioners Training – New Regulations	1408	8,000.00
	Upgrade Computer System	1408	10,000.00
	Procurement (P/R)	1408	22,121.00
	DEP Coordinator	1408	15,897.00
	ESL Teacher	1408	17,900.00
	DEP Securities (2)	1408	42,556.00
	Benefits	1408	35,417.00
	<b>Total – 1408</b>		<b>152,020.00</b>
	<b>Administration</b>		
	CFP Coordinator/Assist. Exec. Director (P/R)	1410	27,169.00
	CFP Coordinator Inspector	1410	20,053.00
	Benefits	1410	17,708.00
	<b>Total – 1410</b>		<b>64,930.00</b>
<b>Fees &amp; Costs</b>			
A/E Services	1430	29,258.00	
Printing Costs	1430	1,500.00	
<b>Total – 1430</b>		<b>35,758.00</b>	
<b>TX59P062-001 Albores</b>	<b>Dwelling Structures</b> Replace (49ea) Kitchen Cabinets: Wall Cabinet, Base Cabinet, Countertop, Sink, Sink Faucet, Range Hood and Cut-off valve <b>Subtotal</b>	1460	181,682.00 <b>181,692.00</b>
<b>TX59-P062-006 Manuel Ramirez</b>	Replace (69ea) Vanities: Vanity, Sink, Sink Faucet, and Cut-off Valve Painting and Repair Exterior Wall Units Replace Floor Vinyl Tile <b>Subtotal</b> <b>Total – 1460</b>	1460 1460 1460	51,750.00 25,000.00 75,000.00 <b>151,750.00</b> <b>333,442.00</b>
<b>TX59-P062 Agency-Wide</b>	<b>Non-Dwelling Equipment</b> Provide Floor Machine (2ea) Provide Lawn-Mover Tractor (2ea) <b>Subtotal</b>	1475 1475	2,750.00 4,600.00 <b>7,350.00</b>
	<b>Contingency</b> May not exceed 8% of Total Grant <b>Total - 1502</b>	1502	14,578.00 <b>14,578.00</b>
	<b>TOTAL OF THIS GRANT</b>		<b>760,098.00</b>

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

<b>Development Number/Name HA-Wide Activities</b>	<b>All Funds Obligated (Quarter Ending Date)</b>	<b>All Funds Expended (Quarter Ending Date)</b>
<b>TX59P062-001 Albores</b>	03/31/2006	09/30/2007
<b>TX59P062-006 Manuel Ramirez</b>	03/31/2006	09/30/2007
<b>Management Improvement</b>	03/31/2006	09/30/2007
<b>Administration</b>	03/31/2006	09/30/2007

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

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX59P062-001	Albores	3	3%
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Painting and Repair Exterior Wall Units		35,000.00	2005
Replace Vinyl Floor Tile		122,600.00	2005
Provide Exterior Light Numbers		11,760.00	2005
Provide Roaches & Termite Treatment		3,000.00	2005
Provide Base concrete for Volleyball ground (75 x 50)		10,000.00	2005
Provide Fence around Volleyball Playground (10 ft.)		12,000.00	2005
Replace Refrigerator		30,380.00	2005
Replace Stove		27,440.00	2005
<b>Total estimated cost over next 5 years</b>		<b>252,180.00</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX59P062-002</b>	<b>Jardin</b>	<b>2</b>	<b>1%</b>
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Provide Shower</b>		<b>108,700.00</b>	<b>2006</b>
<b>Replace Lavatory w/Faucets</b>		<b>14,500.00</b>	<b>2006</b>
<b>Replace Bathroom Accessories</b>		<b>9,880.00</b>	<b>2006</b>
<b>Provide Vanity</b>		<b>6,000.00</b>	<b>2006</b>
<b>Replace Water Heaters</b>		<b>12,500.00</b>	<b>2006</b>
<b>Provide Roaches &amp; Termite Treatment</b>		<b>3,000.00</b>	<b>2006</b>
<b>Provide Chain Link Fence Around Development</b>		<b>10,000.00</b>	<b>2006</b>
<b>Replace Refrigerator</b>		<b>15,500.00</b>	<b>2006</b>
<b>Replace Stove</b>		<b>14,000.00</b>	<b>2006</b>
<b>Total estimated cost over next 5 years</b>		<b>216,080.00</b>	

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

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
TX59P062-003	Lantana	3	2%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Entry Doors (front & rear)		37,000.00	2007
Replace Lavatory w/Faucets		22,260.00	2007
Replace Medicine Cabinets		12,600.00	2007
Upgrade Bathroom Accessories		9,880.00	2007
Provide Roaches & Termite Treatment		3,000.00	2007
Provide PVC Gutter		12,600.00	2007
Repair or Re-paving Parking Lot		55,160.00	2007
Replace Refrigerator (50 ea)		15,500.00	2007
Replace Stove (50 ea)		14,000.00	2007
Replace Water Heater		6,500.00	2007
<b>Total estimated cost over next 5 years</b>		<b>188,500.00</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX59P062-004</b>	<b>La Posada</b>	<b>1</b>	<b>1%</b>
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Replace Entry Doors (front &amp; rear)</b>		<b>38,000.00</b>	<b>2007</b>
<b>Replace Lavatory w/faucets</b>		<b>23,320.00</b>	<b>2007</b>
<b>Replace Medicine Cabinets</b>		<b>13,200.00</b>	<b>2007</b>
<b>Replace Bathroom Accessories</b>		<b>9,880.00</b>	<b>2007</b>
<b>Repair or Replace Gas Lines</b>		<b>100,000.00</b>	<b>2007</b>
<b>Provide PVC Gutter</b>		<b>13,200.00</b>	<b>2007</b>
<b>Provide Roaches &amp; Termite Treatment</b>		<b>3,000.00</b>	<b>2007</b>
<b>Replace Refrigerator</b>		<b>15,500.00</b>	<b>2007</b>
<b>Replace Stove</b>		<b>14,000.00</b>	<b>2007</b>
<b>Replace Water Heater</b>		<b>6,500.00</b>	<b>2007</b>
<b>Total estimated cost over next 5 years</b>		<b>236,600.00</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX59P062-005</b>	<b>The Towers</b>	<b>1</b>	<b>1%</b>
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Replace Shower (50 ea)</b>		<b>35,000.00</b>	<b>2006</b>
<b>Replace Emergency Exit Doors</b>		<b>10,000.00</b>	<b>2006</b>
<b>Replace Screen Windows</b>		<b>20,000.00</b>	<b>2006</b>
<b>Replace Screen Doors for balcony</b>		<b>25,000.00</b>	<b>2008</b>
<b>Replace Venetian Blinds</b>		<b>15,000.00</b>	<b>2008</b>
<b>Replace Medicine Cabinets</b>		<b>12,000.00</b>	<b>2008</b>
<b>Replace Lavatory w/faucets</b>		<b>25,500.00</b>	<b>2008</b>
<b>Replace Kitchen Wall cabinets</b>		<b>150,000.00</b>	<b>2008</b>
<b>Replace Kitchen Base Cabinets</b>		<b>120,000.00</b>	<b>2008</b>
<b>Replace Countertop</b>		<b>95,000.00</b>	<b>2008</b>
<b>Replace Kitchen Sink w/faucets</b>		<b>24,500.00</b>	<b>2008</b>
<b>Replace Range Hood</b>		<b>22,000.00</b>	<b>2008</b>
<b>Total estimated cost over next 5 years</b>		<b>554,000.00</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX59P062-006</b>	<b>Manuel Ramirez Viviendas</b>	<b>1</b>	<b>1%</b>
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Replace Roofing</b>		<b>180,000.00</b>	<b>2005</b>
<b>Replace Security Screen Doors (front &amp; rear)</b>		<b>37,950.00</b>	<b>2006</b>
<b>Replace Medicine Cabinets</b>		<b>7,697.00</b>	<b>2006</b>
<b>Replace Lavatory w/faucets</b>		<b>16,400.00</b>	<b>2006</b>
<b>Replace Bathroom Accessories</b>		<b>8,933.00</b>	<b>2006</b>
<b>Provide Wood Fence Around Development</b>		<b>10,000.00</b>	<b>2006</b>
<b>Replace Refrigerator</b>		<b>15,500.00</b>	<b>2006</b>
<b>Replace Stove</b>		<b>14,000.00</b>	<b>2006</b>
<b>Replace Water Heater</b>		<b>6,500.00</b>	<b>2006</b>
<b>Total estimated cost over next 5 years</b>		<b>296,980.00</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX59P062	Agency – Wide		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>1406 – Operation:</b>			
May not exceed 20% of Total Grant (4 years)		548,061.00	2005/2008
<b>Total</b>		<b>548,061.00</b>	
<b>1408 - Management Improvement:</b>			
Technical Assistance PHAS		20,000.00	2005/2007
Staff and Commissioners Training		40,000.00	2005/2008
Resident Training		3,000.00	2005
Update Policies		5,000.00	2005
Inventory Control System		8,000.00	2006
ESL Teacher		71,000.00	2005/2008
Computer Specialist		42,676.00	2005/2008
Procurement Officer		29,140.00	2005/2008
Benefits		26,452.00	2005/2007
<b>Total</b>		<b>245,868.00</b>	
<b>Total estimated cost over next 5 years</b>		<b>793,929.00</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
TX59P062	Agency - Wide		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>1410 - Administration:</b>			
CFP Coordinator/Low Rent Director		74,264.00	2005/2008
CFP Coordinator Inspector		80,212.00	2005/2008
CFP Electrical Technician (P/R)		79,632.00	2005/2008
Benefits		69,932.00	2005/2008
<b>Total</b>		<b>304,040.00</b>	
<b>1430 - Fees and Costs:</b>			
A/E Services		129,569.00	2005/2008
Printing Costs		6,000.00	2005/2008
Consultant Fees, C.F.P. Annual Statement		20,000.00	2005/2008
<b>Total</b>		<b>155,569.00</b>	
<b>Total estimated cost over next 5 years</b>		<b>459,609.00</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
<b>TX59P062</b>	<b>Agency-Wide</b>		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>1475 - Non-Dwelling Equipment:</b>			
CFP Small Tools		<b>5,000.00</b>	<b>2006</b>
New Lawn Mover Tractor		<b>15,000.00</b>	<b>2006</b>
<b>Total</b>		<b>20,000.00</b>	
<b>1502 - Contingency:</b>			
May not exceed 8% of Total Grant		<b>44,514.00</b>	<b>2005/2007</b>
<b>Total</b>			
<b>Total estimated cost over next 5 years</b>		<b>64,514.00</b>	



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> <b>EDINBURG HOUSING AUTHORITY</b>	<b>Grant Type and Number</b> Capital Fund Program: <b>TX59P062501-03</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  <b>2003</b>
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Original Annual Statement       Reserve for Disasters/ Emergencies       Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31/2003       Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	152,020.00	152,020.00		
3	1408 Management Improvements	124,886.00	124,886.00		
4	1410 Administration	76,010.00	76,010.00		
5	1411 Audit	.00	.00		
6	1415 liquidated Damages	.00	.00		
7	1430 Fees and Costs	35,758.00	35,758.00		
8	1440 Site Acquisition	.00	.00		
9	1450 Site Improvement	.00	.00		
10	1460 Dwelling Structures	358,650.00	358,650.00		
11	1465.1 Dwelling Equipment—Nonexpendable	.00	.00		
12	1470 Non-dwelling Structures	.00	.00		
13	1475 Non-dwelling Equipment	.00	.00		
14	1485 Demolition	.00	.00		
15	1490 Replacement Reserve	.00	.00		
16	1492 Moving to Work Demonstration	.00	.00		
17	1495.1 Relocation Costs	.00	.00		
18	1498 Mod Used for Development	.00	.00		
19	1502 Contingency	12,774.00	12,774.00		
20	Amount of Annual Grant: (sum of lines 2-19)	<b>760,098.00</b>	<b>760,098.00</b>		
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHA Name: <b>EDINBURG HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P062501-03</b> Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: <b>2003</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
Agency-Wide	<b>Operation:</b>							
	May not exceed 20% of total grant	1406		152,020.00	152,020.00			
	<b>Subtotal</b>			<b>152,020.00</b>	<b>152,020.00</b>			
	<b>Management Improvement:</b>							
	General Technical Assistance	1408		2,000.00	2,000.00			
	Staff & Commissioners Training	1408		8,000.00	8,000.00			
	Update Computer Software	1408		8,500.00	8,500.00			
	Update Physical Needs Assessment	1408		4,000.00	4,000.00			
	Procurement (P/R)	1408		4,371.00	4,371.00			
	DEP Coordinator	1408		15,897.00	15,897.00			
	ESL Teacher	1408		17,900.00	17,900.00			
	Computer Specialist	1408		10,669.00	10,669.00			
	DEP Securities (3)	1408		31,462.00	31,462.00			
	Benefits	1408		22,087.00	22,087.00			
	<b>Subtotal</b>			<b>124,886.00</b>	<b>124,886.00</b>			
	<b>Administration:</b>							
	CFP Coordinator/Low Rent Director	1410		18,566.00	18,566.00			
	CFP Coordinator Inspector	1410		20,053.00	20,053.00			
	CFP Electrician Technician	1410		19,908.00	19,908.00			
	Benefits	1410		17,483.00	17,483.00			
	<b>Subtotal</b>			<b>76,010.00</b>	<b>76,010.00</b>			



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

PHA Name: <b>EDINBURG HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P062501-03</b> Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: <b>2003</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
TX062-001	<b>Dwelling Structures:</b>							
Albores	Replace Lavatory w/Faucets	1460	98ea	24,500.00	24,500.00			
	Replace Medicine Cabinets	1460	98ea	14,700.00	14,700.00			
	Replace Water Heater	1460	98ea	12,250.00	12,250.00			
	Replace Stove	1460	98ea	4,200.00	4,200.00			
	Replace Gas Line	1460		50,000.00	50,000.00			
	Provide Termite & Roaches Treatment	1460		3,000.0	3,000.0			
	<b>Subtotal</b>			<b>108,650.00</b>	<b>108,650.00</b>			
TX062-002	Replace Roofing	1460	22 Bldg.	200,000.00	200,000.00			
El Jardin	<b>Subtotal</b>			<b>200,000.00</b>	<b>200,000.00</b>			
TX062-006	Replace Window Glass All Development	1460	69 units	50,000.00	50,000.00			
Manuel Ramirez	<b>Subtotal</b>			<b>50,000.00</b>	<b>50,000.00</b>			
	<b>Total - 1460</b>			<b>358,650.00</b>	<b>358,650.00</b>			



## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

<b>PHA Name:</b> <b>EDINBURG HOUSING AUTHORITY</b>	<b>Grant Type and Number</b> Capital Fund Program: <b>TX59P062501-02</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2002</b>
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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
1	Total non-CFP Funds				
2	1406 Operations	90,000.00	90,000.00	90,000.00	90,000.00
3	1408 Management Improvements	49,800.00	49,800.00	49,800.00	49,800.00
4	1410 Administration	78,078.00	48,078.00	48,078.00	48,078.00
5	1411 Audit	.00	.00	.00	.00
6	1415 liquidated Damages	.00	.00	.00	.00
7	1430 Fees and Costs	15,000.00	65,000.00	65,000.00	65,000.00
8	1440 Site Acquisition	.00	.00	.00	.00
9	1450 Site Improvement	22,200.00	.00	.00	.00
10	1460 Dwelling Structures	384,515.00	394,862.00	394,862.00	394,862.00
11	1465.1 Dwelling Equipment—Nonexpendable	.00	.00	.00	.00
12	1470 Non-dwelling Structures	155,000.00	153,783.00	153,783.00	153,783.00
13	1475 Non-dwelling Equipment	.00	.00	.00	.00
14	1485 Demolition	.00	.00	.00	.00
15	1490 Replacement Reserve	.00	.00	.00	.00
16	1492 Moving to Work Demonstration	.00	.00	.00	.00
17	1495.1 Relocation Costs	.00	.00	.00	.00
18	1498 Mod Used for Development	.00	.00	.00	.00
19	1502 Contingency	6,930.00	.00	.00	.00
20	Amount of Annual Grant: (sum of lines 2-19)	<b>801,523.00</b>	<b>801,523.00</b>	<b>801,523.00</b>	<b>801,523.00</b>
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHA Name: <b>EDINBURG HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P062501-02</b> Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: <b>2002</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
Agency-Wide	<b>Operation:</b>							
	May not exceed 20% of total grant	1406		90,000.00	90,000.00	90,000.00	90,000.00	Complete
	<b>Subtotal</b>			<b>90,000.00</b>	<b>90,000.00</b>	<b>90,000.00</b>	<b>90,000.00</b>	
	<b>Management Improvement:</b>							
	General Technical Assistance	1408		5,000.00	5,000.00	5,000.00	5,000.00	Complete
	Update Policies	1408		1,500.00	0.00	0.00	0.00	
	Staff & Commissioners Training	1408		6,000.00	2,200.00	2,200.00	2,200.00	Complete
	Resident Training	1408		3,000.00	0.00	0.00	0.00	
	Procurement Control	1408		0.00	10,300.00	10,300.00	10,300.00	Complete
	Inventory Control	1408		0.00	8,000.00	8,000.00	8,000.00	Complete
	Accounting Control Systems	1408		3,000.00	0.00	0.00	0.00	
	Conversion Analysis Study	1408		7,000.00	0.00	0.00	0.00	
	FSS Coordinator	1408		18,000.00	18,000.00	18,000.00	18,000.00	Complete
	Benefits	1408		6,300.00	6,300.00	6,300.00	6,300.00	Complete
	<b>Subtotal</b>			<b>49,800.00</b>	<b>49,800.00</b>	<b>49,800.00</b>	<b>49,800.00</b>	
	<b>Administration:</b>							
	Accountant / CFP Coordinator	1410		24,000.00	14,000.00	14,000.00	14,000.00	Complete
	CFP Coordinator Inspector	1410		18,000.00	8,022.00	8,022.00	8,022.00	Complete
	CFP / Maintenance Supervisor	1410		19,482.00	10,248.00	10,248.00	10,248.00	Complete
	CFP Technician	1410		0.00	8,000.00	8,000.00	8,000.00	Complete
	Benefits	1410		16,596.00	7,808.00	7,808.00	7,808.00	Complete
	<b>Subtotal</b>			<b>78,078.00</b>	<b>48,078.00</b>	<b>48,078.00</b>	<b>48,078.00</b>	

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

PHA Name: <b>EDINBURG HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P062501-02</b> Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: <b>2002</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
Agency-Wide	<b>Fees and Costs:</b>							
	A/E Services	1430		5,000.00	24,622.00	24,622.00	24,622.00	On-going
	Inspection Costs	1430		5,000.00	5,378.00	5,378.00	5,378.00	On-going
	Consultant Fees, Annual Statement CFP	1430		5,000.00	35,000.00	35,000.00	35,000.00	On-going
	<b>Subtotal</b>			<b>15,000.00</b>	<b>65,000.00</b>	<b>65,000.00</b>	<b>65,000.00</b>	
	<b>Non-Dwelling Structures:</b>							
	Provide New Administrative Building	1470		155,000.00	153,783.00	153,783.00	153,783.00	Complete
	<b>Subtotal</b>			<b>155,000.00</b>	<b>153,783.00</b>	<b>153,783.00</b>	<b>153,783.00</b>	
	<b>Contingency:</b>							
	May not exceed 8% of total grant	1502		6,930.00	0.00	0.00	0.00	
	<b>Subtotal</b>			<b>6,930.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
TX062-003	<b>Site Improvement:</b>							
Lantana	Replace Exterior Storage Room (Roof)	1450		10,800.00	0.00	0.00	0.00	
	<b>Subtotal</b>			<b>10,800.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
TX062-004	Replace Exterior Storage Room (Roof)	1450		11,400.00	0.00	0.00	0.00	
La Posada	<b>Subtotal</b>			<b>11,400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
	<b>Total – 1450</b>			<b>22,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

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

PHA Name: <b>EDINBURG HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P062501-02</b> Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: <b>2002</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
TX062-001	<b>Dwelling Structures:</b>							
Albores	Replace Kitchen Cabinets	1460	48 ea	134,304.00	0.00	0.00	0.00	
	<b>Subtotal</b>			<b>134,304.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
TX062-003	Repair Facing Board (gutter area)	1460	19,000 lf	5,000.00	0.00	0.00	0.00	
Lantana	Repair Siding Damage	1460	800 sf	2,000.00	0.00	0.00	0.00	
	Replace Roofing (phase II)	1460		0.00	104,000.00	104,000.00	104,000.00	Complete
	<b>Subtotal</b>			<b>7,000.00</b>	<b>104,000.00</b>	<b>104,000.00</b>	<b>104,000.00</b>	
TX062-004	Replace Roofing	1460		0.00	260,000.00	260,000.00	260,000.00	Complete
La Posada	<b>Subtotal</b>			<b>0.00</b>	<b>260,000.00</b>	<b>260,000.00</b>	<b>260,000.00</b>	
TX062-005	Replace Showers Tubs w/Faucets	1460	50 ea	34,828.00	0.00	0.00	0.00	
The Towers	<b>Subtotal</b>			<b>34,828.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
TX062-006	Provide Interior Lights/Electric Panel	1460	69 ea	34,390.00	30,862.00	30,862.00	30,862.00	Complete
Manuel Ramirez	Replace Vinyl Flooring Tile	1460		90,493.00	0.00	0.00	0.00	
	Replace Bathroom Vanity w/Faucets	1460		83,500.00	0.00	0.00	0.00	
	<b>Subtotal</b>			<b>208,383.00</b>	<b>30,862.00</b>	<b>30,862.00</b>	<b>30,862.00</b>	
	<b>Total - 1460</b>			<b>384,515.00</b>	<b>394,862.00</b>	<b>394,862.00</b>	<b>394,862.00</b>	

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

PHA Name: <b>EDINBURG HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P062501-02</b> Capital Fund Program Replacement Housing Factor #:					Federal FY of Grant: <b>2002</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
TX062 Agency-Wide	03/31/2003	03/31/2003	06/01/2002	09/30/2004	09/30/2004	07/31/2002	Complete	
TX062-001 Albores	03/31/2003			09/30/2004				
TX062-003 Lantana	03/31/2003	03/31/2003	06/01/2002	09/30/2004	09/30/2004	07/31/2002	Complete Work	
TX062-004 La Posada	03/31/2003	03/31/2003	06/01/2002	09/30/2004	09/30/2004	07/31/2002	Complete Work	
TX062-005 The Towers	03/31/2003	03/31/2003	06/01/2002	09/30/2004	09/30/2004	07/31/2002	Complete Work	
TX062-006 Manuel Ramirez	03/31/2003	03/31/2003	06/01/2002	09/30/2004	09/30/2004	07/31/2002	Complete Work	