

Pharr Housing Authority

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**

**PHA Plan
Agency Identification**

PHA Name: Pharr Housing Authority

PHA Number: TX073

PHA Fiscal Year Beginning: (2004)

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

- [X] 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: (state mission here)

The mission of the Housing Authority City of Pharr is the same as that of the U.S. Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The mission of the Housing Authority City of Pharr is to provide decent, safe and sanitary housing to the low-income families. The Housing Authority City of Pharr 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 encourage the families to participate in various programs (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-sufficiency.

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:
 - [X] Reduce public housing vacancies: We have scored high in the PHAS but believed that there is always room for improvement.
 - [X] Leverage private or other public funds to create additional housing opportunities:
 - [X] Acquire or build units or developments
 - Other (list below)
- [X] PHA Goal: Improve the quality of assisted housing
Objectives:
- [X] Improve public housing management: (PHAS score) (**95** improve to **100**)
 - [X] Improve voucher management: (SEMAP score) (**91** improve to **100**)
 - [X] Increase customer satisfaction: 1) monitoring of Staff, 2) Training Staff, 3) Suggestion Box in Lobby, 4) Resident's Surveys.
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - [X] Renovate or modernize public housing units:
 - 1) Continue to renovate units with CFP
 - 2) If we can financially afford it we plan to install A/C units
 - Demolish or dispose of obsolete public housing:
 - [X] Provide replacement public housing: 75 new units
 - Provide replacement vouchers:
 - Other: (list below)
- [X] PHA Goal: Increase assisted housing choices
Objectives:
- [X] Provide voucher mobility counseling:
 - 1) Have a work Plan where the Staff will provide counseling
 - [X] Conduct outreach efforts to potential voucher landlords
 - [X] 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:
- [X] Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - [X] Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - [X] Implement public housing security improvements: Will continue with same on going Program
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - [X] Other: (list below)
 - 1) Staff will continue to do referrals to other agencies

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:
 - [X] Provide or attract supportive services to improve assistance recipients' employability:
 - [X] Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - [X] Other: (list below)
 - Increase the number of Residents Graduating from Assisted Housing into the Home Ownership Program.

 - Continue with the Home Ownership Classes, Budgeting Classes, Credit Counseling and Housekeeping Classes.

 - Increase the number of participants in the Family Self-Sufficiency Program by motivation and counseling.

 - Will continue to provide Family Self-Sufficiency Program Escrow Accounts for those families who qualify

 - Increase meaningful Resident participation in the improvement of their developments and neighborhoods.

Continue to network with the local agencies, school district and city.

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

- [X] PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
- [X] Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - [X] 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:
 - [X] 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)

Retain high quality employees who are an asset to the Housing Authority.

Conduct annual evaluation on employees.

Monitor Staff and will continue to post ant discrimination posters.

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Introduction:

The City of Pharr is located in South part of Hidalgo County, along the Intersection of U.S. Highway 281 and Expressway 83 Since 1909. The City has consistently grown in size and population. The City of Pharr in 2000 the population according to the U.S. Census Count is 35,872. This figure represents an increase of 8.23% from 1990 population count, which was 2,951. The City of Pharr minority population increased by 11.10% from 1990 to 2000, the minority population in 1990 was 29,300 and in 2000 it was 31,890. The Hispanic population represents 88.90% the total community. The White population 3.10% from 1990 to 2000, from 7 % to 11.10%

The long waiting list indicates that the area residents cannot afford housing in the local market.

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

Retain high quality employees. Conduct evaluations and have scheduled training sessions on a continuous basis.

Apply for Vouchers as soon as Super NOFA is issued.

Apply for all Grants that the Housing Authority can qualify for.

Apply for Tax Credit to build affordable housing to produce additional resources.

Apply for bank loans to continue with our Home Ownership Program.

The Housing Authority City of Pharr 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 Pharr 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 Pharr agency Plan to HUD on July 16, 2004.

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

Optional Attachments:

- PHA Management Organizational Chart
- FY 2004 Capital Fund Program 5Year 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.

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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 De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration 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 de-concentration 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 <input checked="" type="checkbox"/> 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 <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> 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 <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	other approved proposal for development of public housing	
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	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
N/A	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
N/A	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 (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
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.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Accessi- bility	Size	Location
Income <= 30% of AMI	962	3	4	3	3	3	3
Income >30% but <=50% of AMI	535	3	4	3	3	3	3
Income >50% but <80% of AMI	191	3	4	3	3	3	3
Elderly	221	3	4	3	3	3	3
Families with Disabilities	29	3	4	3	3	3	3
Black	10	0	0	0	0	0	0
Hispanic	1507	3	4	3	3	3	3
Caucasian	166	3	4	3	3	3	3
Other	5	3	4	3	3	3	3

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: City of Pharr, Parkview Terrace, Sunset Terrance, Meadow Height, Villa Las Milpas, Las Milpas Home.
Indicate year: FYE 9/30/2004
- 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.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	321		19
Extremely low income <=30% AMI	259	81%	
Very low income (>30% but <=50% AMI)	57	18%	
Low income (>50% but <80% AMI)	5	1%	
Families with children	273	85%	
Elderly families	27	8%	
Families with Disabilities	21	7%	
Race/ethnicity Hispanic	310	97%	
Race/ethnicity Caucasian	9	2%	
Race/Black	2	1%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	77	24%	5
2 BR	146	45%	10
3 BR	89	28%	4
4 BR	9	3%	0
5 BR	0	0	0
5+ BR	0	0	0

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	196		16
Extremely low income <=30% AMI	165	84%	
Very low income (>30% but <=50% AMI)	31	16%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	177	90%	
Elderly families	10	5%	
Families with Disabilities	9	5%	
Race/ethnicity Hispanic	193	98%	
Race/ethnicity Caucasian	0	0%	
Race/Black	3	2%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing)			

Housing Needs of Families on the Waiting List			
Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

Need: Specific Family Types: Races or ethnicity's with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicity's with disproportionate needs:

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community

- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	335,326.00	
b) Public Housing Capital Fund	680,724.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,435,521.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	.00	
g) Resident Opportunity and self-sufficiency Grants	28,280.00	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	418,210.00	
4. Other income (list below)		
Investment General Fund	20,995.00	
4. Non-federal sources (list below)		
Total resources	3,919,056.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. PublicHousing

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 beings offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
10 days
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

(2) Waiting List Organization

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

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

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

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

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or more

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

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

(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.

6 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- [4] Veterans and veterans' families
- [1] Residents who live and/or work in the jurisdiction
- [3] Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- [2] Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- [5] 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)
Within 10 days of change

(6) De-concentration and Income Mixing

a. [] Yes [X] 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 [X] 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?

If yes, list these developments as follows:

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

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:

Parkview Terrace, Sunset Terrace, Meadow Height, Villa Las Milpas, Las Milpas Homes.

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

Other (list policies and developments targeted below)

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

e. If the answer to do was yes, how would you describe these changes? (select all that apply) **N/A**

- 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 de-concentration of poverty and income-mixing
- Other (list below)

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

- [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)

N/A

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

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below) Current and previous landlord name and address

(2) Waiting List Organization

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

(3) Search Time

- a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit? Extensions usually not needed.

If yes, state circumstances below: Verification of previous attempts to find a unit has not been successful.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

6 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- [] Working families and those unable to work because of age or disability
- [4] Veterans and veterans’ families
- [1] Residents who live and/or work in your jurisdiction
- [3] Those enrolled currently in educational, training, or upward mobility programs
- [] Households that contribute to meeting income goals (broad range of incomes)
- [2] Households that contribute to meeting income requirements (targeting)
- [] Those previously enrolled in educational, training, or upward mobility programs
- [5] 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)

- [X] 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) N/A

- [] 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
- [X] 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:

The minimum rent requirement may be waived under certain circumstances.

1. Financial hardship status is to be granted immediately for ninety (90) days in the event of the following:
 - a. The family is awaiting an eligibility determination to receive federal, state or local assistance, including legal aliens entitled to receive assistance under the Immigration and Nationality Act.
 - b. Family income decreases due to changed circumstances such as reparation, divorce, abandonment.
 - c. Loss of employment.
 - d. Eviction resulting from non-payment of rent.
 - e. Other situations determined by the PHA on a case by case basis, i.e. alimony, child support, etc.
2. If a family initiates a request for a hardship exemption that the PHA determine is temporary in nature:
 - a. The exemption for non-payment of minimum rent will not be granted during the ninety (90) days period beginning on the day the request is made.
 - b. The family may not be evicted for non-payment of rent during this ninety (90) days period.
 - c. If the hardship is subsequently determined to be long-term, the PHA will retroactively exempt residents from the minimum rent requirement for the ninety (90) days period.
 - d. In the case of a temporary hardship, the PHA will allow the family a maximum of six (6) months to payment of any delinquent minimum rent payments. However, the family must execute a repayment agreement.
3. A family who appeals a financial hardship determination through the PHA's grievance procedure is exempt from any escrow deposit that may be required under regulations governing the grievance procedures for other determination.

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

1. Yes [X] 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: N/A

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- [X] No

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

- 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) N/A

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- [X] Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)__\$20.00__
- [X] Other (list below) All changes in family composition must be reported. Any change in family income must have an effect that will be at or exceed the \$ 20.00 threshold

g. Yes [X] 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.)

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management – Not Applicable / Not Required

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal		

Programs(list individually)		

C. Management and Maintenance Policies

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 – Not Applicable / Not Required

[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) **TX073-02**

-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: Texas) **TX073**

-or-

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

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <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: <u>(DD/MM/YY)</u>
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 [] 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 N/A

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes [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.

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

a. How many of the PHA’s developments are subject to the Required Initial Assessments?

Four (4) developments

b. How many of the PHA's developments are not subject to Required Initial Assessment based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

None

c. How many Assessments were conducted for the PHA's covered developments?

Four (4) developments

d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
Parkview Terrace	100
Sunset Terrace	100
Meadow Heights	70
Las Milpas Home	20
Villa Las Milpas	14

Voluntary Conversion:

The Pharr Housing Authority has reviewed the Parkview Terrace, Sunset Terrace, Meadow Heights La Milpas and Villa Las Milpas Developments and determined that conversion to vouchers is unfeasible because of lack of other affordable and/or standard rental housing in the community.

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: N/A

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs (N/A)

[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? DD/MM/YY

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs

- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants – N/A

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	14	28
Section 8	40	41

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

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

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

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

See Attachment # 13

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

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

TX59DEP07301

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Pharr Housing Authority has submitted the Pet Policy to the U.S. Department of Housing and Urban Development for review and approval. SEE ATTACHMENT

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)

2. Yes No: Was the most recent fiscal audit submitted to HUD?

3. Yes No: Were there any findings as the result of that audit?

As of this date, no response

4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____

5. Yes No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

Not Applicable

17. PHA Asset Management – Not Applicable / Not Required

[24 CFR Part 903.7 9 (q)]

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

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

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

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

- Other: (list below)

Resident Advisory Board:

- From: **Parkview Terrace**, Maria Lopez and Martha Hernandez.
- From: **Sunset Terrace**, Aida Garza, Maria Cedillo and Marieines Rodriguez.
- From: **Meadow Heights**, Manuelita Garza and Virginia Riviera.
- From: **Las Milpas Home**, Rosario Perez, Bertha Salazar and Irene Lucio.
- From: **Villa Las Milpas**, Rosario Perez, Bertha Salazar and Irene Lucio.

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

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

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

3. Description of Resident Election Process

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

The Executive Director provides names of residents who have express interest in serving on the Board of Commissioners. The Mayor interviews and selects one of the candidates.

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)

The residents notify the Executive Director of interest and the final decision is made by the Mayor

Resident on the PHA Board:

Mary Luna Alvarado, Board Member

Elected: August 30, 2002 thru August 30, 2004

Re-elected: August 30, 2004 thru August 30, 2006 (re-elected by Leopoldo “polo” Palacios, Jr. Mayor of the City of Pharr, Texas)

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: (PHARR, 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)

- **Reduce Vacancy in public housing**
- **Expand the Voucher Program**
- **Modernization of Public Housing units**

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
- **The preservation and rehabilitation of the City's existing housing stock primarily for extremely low, very low and low-income families (0-80 percent of median income)**
 - **The expansion of economic opportunities in the community particularly for lower income residents.**
 - **The continued encouragement and support of non-profit organizations in seeking additional funding sources and continued assistance in obtaining such funding whenever possible.**

Statement of the City of Pharr

The City of Pharr has always been most supportive with the Pharr Housing Authority. The interaction between the City of Pharr and the Pharr Housing Authority especially in Homeownership Program has been very successful.

Specifically, the homeownership grant awarded the Pharr Housing Authority by the Federal-Loan Home Bank was done in conjunction with the City of Pharr. The Pharr Housing Authority was able to obtain this funding because of the support of the City of Pharr. Furthermore, the City of Pharr provided matching funds through Community Development Block Grant Program.

Also, the Pharr Housing Authority received a grant by Texas Department of Housing and Community Affairs under the Bootstrap Program for Homeownership. This was a joint application with, the Pharr Housing Authority, City of Pharr and Habitat for Humanity. The amount of this grant was for \$300,000.00.

The City of Pharr also participates in the Pharr Housing Authority, Family Self-Sufficiency Program. Members of the Family Self-Sufficiency Committee include the City Manager, Community Development Director and Chief of Police. The involvement of these individuals has benefitted our Family Self-Sufficiency Program tremendously.

The City of Pharr has also renovated Victor Garcia Park which is adjoining our Parkview Terrace Development. The residents are able to use Victor Garcia Park which includes, Gus and Goldie swimming lessons, jogging trail, playground equipment and a pavilion.

The City of Pharr was also most helpful with the award of Low-Income Housing Tax Credits for a one-hundred unit development. The Mayor and City Manager testified in Harlingen and Austin, Texas on behalf of the Pharr Housing Authority on more than one occasion.

D. Other Information Required by HUD

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

19. Definition of “Substantial Deviation” or “Significant Amendment of Modification”

Until definitions of “Substantial Deviation” or “Significant Amendment of Modification” are defined by HUD, the PHA will accept the definitions as set forth in PIH Notice 99-51 which include the following actions:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
- Additions of new activities not included in the current PHDEP Plan; and
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.
- Change of the new FMR

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

Attachments

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

Attachment # 1 - Capital Fund Program Annual Statements

Attachment # 2 - Capital Fund Program 5 Year Plan

Attachment # 3 - Capital Fund Program Replacement Reserve

Attachment # 4 - PHDEP Plan

**Attachment # 5 - PHA Certifications of Compliance with the PHA
Plans and Related Regulation**

Attachment # 6 - Certification for a Drug-Free Workplace

Attachment # 7 - Certification of Payments to Influence Federal

Attachment # 8 - Disclosure of Lobbying Activities

**Attachment # 9 - Certification by State of Local Official of PHA Plan
Consistency with the Consolidated Plan**

Attachment # 10 -Newspaper Announcements

Attachment # 11 -Minutes of Special Board Meeting

Attachment # 12- Pet Policy

Attachment # 13- De-concentration and Income Targeting Policy

Attachment # 14- Community Service requirement

**PHA Plan
Table Library**

Component 7

**Capital Fund Program Annual Statement
Parts I, II, and II**

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number: **TX59P073501-04** 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	50,000.00
3	1408 Management Improvements	47,200.00
4	1410 Administration	54,000.00
5	1411 Audit	0.00
6	1415 Liquidated Damages	0.00
7	1430 Fees and Costs	41,255.00
8	1440 Site Acquisition	0.00
9	1450 Site Improvement	0.00
10	1460 Dwelling Structures	146,126.00
11	1465.1 Dwelling Equipment-Nonexpendable	0.00
12	1470 Non-dwelling Structures	150,000.00
13	1475 Non-dwelling Equipment	0.00
14	1485 Demolition	0.00
15	1490 Replacement Reserve	0.00
16	1492 Moving to Work Demonstration	0.00
17	1495.1 Relocation Costs	0.00
18	1499 Development Activities	0.00
19	1501 Collateralization or Debt Service	0.00
20	1502 Contingency	18,242.00
21	Amount of Annual Grant (Sum of lines 2-20)	506,823.00
22	Amount of line 21 Related to LBP Activities	
23	Amount of line 21 Related to Section 504 Compliance	
24	Amount of line 21 Related to Security – Soft Costs	
25	Amount of line 21 Related to Security – Hard Costs	
26	Amount of line 21 Related to Energy Conservation Measures	

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TX073 Agency-Wide	<u>Operation:</u>		
	May not exceed Of 20% of total grant	1406	50,000.00
	Total - 1406		50,000.00
	<u>Management Improvement:</u>		
	General Technical Assistance	1408	5,000.00
	Board if Commissioners Training	1408	6,000.00
	Update Computer Software	1408	5,000.00
	Economic Self-Sufficiency Coordinator	1408	24,000.00
	Benefits	1408	7,200.00
	Total - 1408		47,200.00
	<u>Administration:</u>		
	C.F.P. Coordinator/Home Ownership	1410	26,000.00
	Clerk of the Work	1410	18,000.00
	Benefits	1410	10,000.00
	Total – 1410		54,000.00
	<u>Fees and Costs:</u>		
	A/E Services	1430	25,255.00
	Inspection Costs	1430	4,000.00
	Consultant Fees Annual Statement	1430	4,000.00
	PHA Plan 4 th Year	1430	8,000.00
	Total - 1430		41,255.00
<u>Non-Dwelling Structures:</u>			
Provide New Administration Building			
(Phase II)	1470	150,000.00	
Total - 1470		150,000.00	
<u>Contingency:</u>			
May not exceed 8% of Total Grant	1502	18,242.00	
Total - 1502		18,242.00	

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TX073-003 Sunset Terrace	<u>Dwelling Structures:</u> Replace Repair storage room <p style="text-align: right;">Total - 1460</p>	1460	15,000.00 15,000.00
TX073-005 Meadow Heights	<u>Dwelling Structures:</u> Replace Bathtub w/plumbing & faucets Replace Vanity Repair Roofing <p style="text-align: right;">Total – 1460</p>	1460 1460 1460	70,000.00 12,000.00 20,000.00 102,000.00
TX073-006 Las Milpas	<u>Dwelling Structures:</u> Replace Roofing <p style="text-align: right;">Total – 1460</p>	1460	29,126.00 29,126.00
Grand Total - 1460			146,126.00

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
TX07300 Agency-Wide	07/01/2006	07/01/2008
TX073-003 Sunset Terrace	07/01/2006	07/01/2008
TX073-005 Meadow Heights	07/01/2006	07/01/2008
TX073-006 Las Milpas	07/01/2006	07/01/2008

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	
TX59P073-002	Palmview Terrace	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Kitchen sink faucets			15,000.00	2005
Replace Kitchen sink connectors			5,500.00	2005
Painting Interior Units			<u>19,500.00</u>	2005
			40,000.00	
Provide A/C units (only for elderly)			230,000.00	2007
Up-grade electrical box and breakers			25,148.00	2007
Provide light fixtures in living area			<u>30,500.00</u>	2007
			285,648.00	
Total estimated cost over next 5 years			325,648.00	

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	
TX59P073-003	Sunset Terrace	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Tub/Shower with faucets			19,000.00	2005
Replace Bathroom accessories			6,000.00	2005
Replace water ball valves			5,000.00	2005
Replace interior closet doors with hardware			<u>18,000.00</u>	2005
			48,000.00	
Total estimated cost over next 5 years			48,000.00	

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	
TX59P073-005	Meadow Heights	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Kitchen Base Cabinet			39,000.00	2005
Replace Kitchen Wall Cabinet			72,204.00	2005
Replace Countertop w/Sink & Faucet			35,000.00	2005
Replace Range Hood			13,000.00	2005
Replace Grease Shield			3,500.00	2005
Provide Termite & Roaches Treatment			10,000.00	2005
Painting Exterior Units			<u>12,200.00</u>	2005
			181,404.00	
Provide lock for exterior electric box			3,244.00	2006
Replace smoke detector			5,000.00	2006
Replace exhaust vent			4,000.00	2006
Replace GFIC outlet			6,000.00	2006
Replace security screen windows			<u>45,000.00</u>	2006
			63,244.00	
Provide A/C units (only for elderly)			230,000.00	2008
Up-date electrical box and breakers			25,148.00	2008
Provide light fixture in living area			<u>30,500.00</u>	2008
			285,648.00	
Total estimated cost over next 5 years			530,296.00	

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	
TX59P073-006	Villa Las Milpas	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Shingle Roofing			125,000.00	2006
Replace Fiber Glass So-fits			43,204.00	2006
Replace Entry Door w/Hardware (front)			8,000.00	2006
Replace Entry Door w/Hardware (rear)			8,000.00	2006
Replace Security Screen Door (front)			8,100.00	2006
Replace Security Screen Door (rear)			8,100.00	2006
Replace Range Hood			9,000.00	2006
Replace Stove			6,000.00	2006
Replace Refrigerator			8,000.00	2006
			223,404.00	
Total estimated cost over next 5 years			223,404.00	

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
TX59P073	Agency-Wide		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date (HA Fiscal Year)
<u>Management Improvement: 1408</u>			
General Technical Assistance			5,000.00
Staff and Commissioners Training			5,000.00
New PHA's Requirements			3,000.00
Economic / Self-Sufficiency Coordination			24,000.00
Benefits			<u>7,200.00</u>
			44,200.00
<u>Administration: 1410</u>			
CFP / Homeownership Coordinator			26,000.00
Clerk of the Work			18,000.00
Benefits			<u>10,000.00</u>
			54,000.00
<u>Fees and Costs: 1430</u>			
A/E Services			25,000.00
Inspection Costs			4,000.00
Consultant Fees Annual Statement			4,000.00
PHA Plan FY2005			<u>8,000.00</u>
			41,000.00
<u>Operation:</u>			
May not exceed 20% of total grant			<u>109,569.00</u>
<u>Contingency:</u>			
May not exceed 8% of Total Grant			<u>17,728.00</u>
Total estimated cost over next 5 years			266,497.00

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	
TX59P073	Agency-Wide			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<u>Management Improvement:</u>				
General Technical Assistance			5,000.00	2006
Staff and Commissioners Training			5,000.00	2006
New PHA's Requirements			3,000.00	2006
Economic / Self-Sufficiency Coordination			24,000.00	2006
Benefits			<u>7,200.00</u>	2006
			44,200.00	
<u>Administration:</u>				
CFP / Homeownership Coordinator			26,000.00	2006
Clerk of the Work			18,000.00	2006
Benefits			<u>10,000.00</u>	2006
			54,000.00	
<u>Fees and Costs:</u>				
A/E Services			25,000.00	2006
Inspection Costs			4,000.00	2006
Consultant Fees Annual Statement			5,000.00	2006
PHA Plan FY2006			<u>7,000.00</u>	2006
			41,000.00	
<u>Operations:</u>				
May not exceed 20% of total grant			<u>109,569.00</u>	2006
<u>Contingency:</u>				
May not exceed 8% of Total Grant			<u>12,428.00</u>	2006
Total estimated cost over next 5 years			261,197.00	

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
TX59P073	Agency-Wide		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<u>Management Improvement:</u>			
General Technical Assistance		5,000.00	2007
Staff and Commissioners Training		5,000.00	2007
New PHA's Requirements		3,000.00	2007
Economic / Self-Sufficiency Coordination		24,000.00	2007
Benefits		<u>7,200.00</u>	2007
		44,200.00	
<u>Administration:</u>			
CFP / Homeownership Coordinator		26,000.00	2007
Clerk of the Work		18,000.00	2007
Benefits		<u>10,000.00</u>	2007
		54,000.00	
<u>Fees and Costs:</u>			
A/E Services		25,000.00	2007
Inspection Costs		4,000.00	2007
Consultant Fees Annual Statement		4,000.00	2007
PHA Plan FY2007		<u>8,000.00</u>	2007
		41,000.00	
<u>Operation:</u>			
May not exceed 20% of total grant		<u>109,569.00</u>	2007
<u>Contingency:</u>			
May not exceed 8% of Total Grant		<u>13,428.00</u>	2007
Total estimated cost over next 5 years		262,197.00	

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	
TX59P073	Agency-Wide			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<u>Management Improvement:</u>				
General Technical Assistance			5,000.00	2008
Staff and Commissioners Training			5,000.00	2008
New PHA's Requirements			3,000.00	2008
Economic / Self-Sufficiency Coordination			24,000.00	2008
Benefits			<u>7,200.00</u>	2008
			44,200.00	
<u>Administration:</u>				
CFP / Homeownership Coordinator			26,000.00	2008
Clerk of the Work			18,000.00	2008
Benefits			<u>10,000.00</u>	2008
Sundry (office supplies)			54,000.00	
<u>Fees and Costs:</u>				
A/E Services			25,000.00	2008
Inspection Costs			4,000.00	2008
Consultant Fees Annual Statement			4,000.00	2008
PHA Plan FY2008			<u>8,000.00</u>	2008
			41,000.00	
<u>Operation:</u>				
May not exceed 20% of total grant			<u>109,569.00</u>	2008
<u>Contingency:</u>				
May not exceed 8% of Total Grant			<u>13,428.00</u>	2008
Total estimated cost over next 5 years			262,197.00	

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

PHA Name: PHARR HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: : TX59R073501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	124,399.00			
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	124,399.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year: <u>2</u> FFY Grant: 2005 PHA FY: 2005			Activities for Year: <u>3</u> FFY Grant: 2006 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual	TX073 Agency-Wide	1499	124,399.00	TX073 Agency-Wide	1499	124,399.00
Statement						
Total CFP Estimated Cost			\$124,399.00			\$124,399.00

Annual Statement/Performance and Evaluation Report

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

PHA Name: PHARR HOUSING AUTHORITY		Grant Type and Number Capital Fund Program: TX59P073501-03 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies			<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2004 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations	0.00		0.00	0.00	
3	1408 Management Improvements	47,200.00		30,000.00	25,423.59	
4	1410 Administration	43,763.00		25,000.00	19,979.38	
5	1411 Audit	0.00		0.00	0.00	
6	1415 liquidated Damages	0.00		0.00	0.00	
7	1430 Fees and Costs	42,000.00		25,000.00	19,174.79	
8	1440 Site Acquisition	0.00		0.00	0.00	
9	1450 Site Improvement	0.00		0.00	0.00	
10	1460 Dwelling Structures	187,168.00		183,000.00	139,089.50	
11	1465.1 Dwelling Equipment—Nonexpendable	17,500.00		17,000.00	14,862.18	
12	1470 Non-dwelling Structures	100,000.00		100,000.00	98,937.82	
13	1475 Non-dwelling Equipment	0.00		0.00	0.00	
14	1485 Demolition	0.00		0.00	0.00	
15	1490 Replacement Reserve	0.00		0.00	0.00	
16	1492 Moving to Work Demonstration	0.00		0.00	0.00	
17	1495.1 Relocation Costs	0.00		0.00	0.00	
18	1499 Development Activities	0.00		0.00	0.00	
19	1501 Collateralization or Debt Service	0.00		0.00	0.00	
20	1502 Contingency	0.00		0.00	0.00	
21	Amount of Annual Grant: (sum of lines 2-20)	437,631.00		380,000.00	317,467.26	
22	Amountine 21 Related to LBP Activities					
23	Amount of line 21 Related to Section 504 Compliance					
24	Amount of line 21 Related to Security – Soft Costs					
25	Amount of line 21 Related to Security – Hard Costs					
26	Amount of line 21 Related to Energy Conservation Measures					

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

PHA Name: PHARR HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: : TX59R073501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 03/31/2004 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	137,399.00		15,000.00	15,000.00
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	137,399.00		15,000.00	15,000.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: PHARR HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: : TX59R073501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 03/31/2004 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	137,399.00		15,000.00	15,000.00
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	137,399.00		15,000.00	15,000.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: PHARR HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: : TX59R073501-03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 03/31/2004 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	137,399.00		15,000.00	15,000.00
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	137,399.00		15,000.00	15,000.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

- 1. General Information/History**
- 2. PHDEP Plan Goals/Budget**
- 3. Milestones**
- 4. Certifications**

Section 1: General Information/History

- A. Amount of PHDEP Grant \$ 86,876.00**
- B. Eligibility type (Indicate with an “x”) N1 _____ N2 _____ R X**
- C. FFY in which funding is requested 2000**
- D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Pharr Housing Authority is designed to be comprehensive drug elimination program to service residents in the city of Pharr Housing Developments. Both the drug elimination phases, as well , comprehensive prevention, intervention, treatment and aftercare programs will be offered to the 333 households. Resident taking pride in their community.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Palmview Terrace	100	
Sunset Terrace	100	
Meadow Heights	70	
Villa Las Milpas	20	

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months _____ 12 Months X 18 Months _____ 24 Months _____
Other _____

CITY OF PHARR HOUSING AUTHORITY
PROGRAM FUNDING: FY2000

PUBLIC HOUSING DRUG ELIMINATION

All units are located in Pharr, Hidalgo County, Texas 78577

PARKVIEW TERRACE MILPAS HOMES 211 W. Audrey Universal Dr. 100 Units 14 Units	SUNSET TERRACE 920 W. Villegas 100 Units	MEADOW HEIGHTS 1005 W. Gore 70 Units	VILLA LAS MILPAS 1015 Universal Dr. 20 Units	LAS 1015
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G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996	189,500.00	TX59DEP073196	0.00	GE	07/28/99
FY 1997	113,700.00	TX59DEP073197	0.00	W	12/01/99
FY 1998					
FY 1999	83,357.00	TX59DEP0730199	70,313.50		03/31/2001

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2001 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	0.00
9120 - Security Personnel	16,828.19
9130 - Employment of Investigators	38,350.00
9140 - Voluntary Tenant Patrol	1,250.24
9150 - Physical Improvements	0.00
9160 - Drug Prevention	26,210.20
9170 - Drug Intervention	237.37
9180 - Drug Treatment	0.00

9190 - Other Program Costs	4,000.00
TOTAL PHDEP FUNDING	86,876.00

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement						Total PHDEP Funding: \$ N/A	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel						Total PHDEP Funding: \$ 16,828.19	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Training of Staff			April	March	0.	N/A	Sign-in sheets
2. Coordinate to PD			April	March	0.		Certificates
3. Hired Staff			April	May	16,000.		Contractual Agreement
4. Uniforms purchased			April	May	828.19		Invoices

9130 - Employment of Investigators						Total PHDEP Funding: \$ 38,350.00	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators

1. Staff Hired			March		36,250.	N/A	Documentation of Employment
2. Coordinate Training			April		0.	N/A	Sign-in Sheets Certification
3. Referral to P.D.			April		0.	N/A	Reports
4. Program Acts schedule			April		0.	N/A	Schedule & Sign-in sheets
5. Purchase of office equip.			April		1,500.	N/A	Invoices & Equipment
6. Purchase of supplies			April		600.	N/A	Invoices

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$ 1,250.00		
Goal(s)	To involve residents at each Development with 80% participation of trained volunteers. To reduce crime by 50% in and around housing, by the end of the program year.						
Objectives	To provide training to 100% resident volunteers; to ensure information/reports are Shared with investigation 100% of the time.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Recruit Volunteers	15	304 households	April	June	0.	N/A	Sign-in sheets
2. Training of Res. Patl.	15	304 households	May	June	0.	N/A	Sign-in sheets
3. Purchase of Equip.	15	304 households	April	June	250.	N/A	Invoices
4. Purchase of Supplies	15	304 households	April	May	1,000.	N/A	Invoices

9150 - Physical Improvements					Total PHDEP Funding: \$ N/A		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 26,210.20		
Goal(s)	PHA will provide information/education to 70% of youth and adult residents concerning topics on drugs and crime prevention/awareness on an ongoing basis.						
Objectives	To improve awareness of residents so that they will make positive choices concerning drugs and criminal behavior.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Hire In-take Clerk	804	Youth/Adults	April	May	20,475.	N/A	Documentation of

							Employment
2. Schedule Meeting	804	Youth/Adults	April	March	0.	N/A	Sign-in Sheets Certificates
3. Provide athletic Act's	200	Youth/Adults	April	March	0.	NA/	Schedule & Sign-in Sheets
4. Provide Arts & Crafts	300	Youth/Adults	April	March	1,700.	N/A	Sign-in Sheets
5. Train Volunteers	50	Youth/Adults	April	May	0.	N/A	Sign-in Sheets
6. Purchase of Supplies	300	Youth/Adults	April	March	3,715.	N/A	Invoices
7. Purch. Postage Stamps	800	Youth/Adults	April	March	320.20	N/A	Receipts

9170 - Drug Intervention						Total PHDEP Funding: \$ 237.37	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment						Total PHDEP Funding: \$ N/A	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs						Total PHDEP Funds: \$ 4,000.00	
Goal(s)							
To evaluate program activities; whereby, increasing productivity by 20%							
Objectives							
To ensure continuity of services; provide modifications and structure.							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Pre-Post Testing			April	March	500.	N/A	Test given
2. On-going Data			April	March	2,500.	N/A	Documentation
3. Final Report			April	March	1,000.	N/A	Final Evaluation Report

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	N/A	N/A	N/A	N/A
9120	3,4	4,339.00	3 \$ 12,000.00	16,349.00
9130	1,5,6	11,163.00	1 \$ 27,187.00	38,350.00
9140	3,4	1,250.00	N/A	1,250.00
9150	N/A	N/A	N/A	N/A
9160	3	750	3 \$ 750.00	1,500.00
9170	2,4,8,9,10	5,977	2,4,8,9,10 107,931.00	23,908.00
9180	N/A	N/A	N/A	N/A
9190	1,2	1,000.00	1,2,3 \$ 4,519.00	5,519.00
TOTAL		\$ 24,489.00	\$ 62,387.00	\$ 86,876.00

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

Section 1-D

Because of the constant exposure that public housing residents have to drug-related crimes, the most urgent area of concern is our “at risk” youth. The Drug Elimination Program will implement a multitude of activities to motivate

the youth as well as their parents to become positively engaged with the program. These activities will be designed to heighten our residents sense of self-esteem, as well as his/hers sense of community, which in turn will positively impact their quality of life.

Section 2-A

The Pharr Housing Authority plans is work directly with the Pharr Police Department. Through this endeavor, the Pharr Housing Authority can promote and encourage positive choices for resident families through education and self-sufficiency. Goals and achievements will be identified periodically with a review of programs and activities, resident’s surveys and personal contact of residents.

INVESTIGATOR/COORDINATOR

The Housing Authority has hired one (1) investigator to investigate drug-related crime in and around the housing authority and work directly with the Pharr Police Department. Since the level of drug related crime at Parkview Terrace, Villa las Milpas, Las Milpas Homes and Meadow Heights has been about equal, the investigator will be housed at the Sunset Terrace Development, where more criminal incidences have occurred. Sunset Terrace, will have two (2) Security Guards working this development on a rotating basis. The investigator will share office space with the Drug Elimination Staff at the Sunset Terrace Development. The Housing Authority will also proposes to send the investigative staff to legal and investigative training seminars. A letter has been signed by the Chief Police, as an agreement to provide the services needed to the Pharr Housing Authority. A copy of this letter of commitment is attached.

REQUESTED AMOUNT: \$ 38,350.00

BUDGET ITEMS BY OBJECT CLASS CATEGORY CODE (SF-424A)

		PHDEP
	OTHER	
3. Personnel		
Total Personnel	25,000.	0.
b. Fringe Benefits @ .45		
Total F.B.		11,250.
0.		
c. Travel		
In-Kind		
Total In-Kind		0.
0.		
d. Equipment		
Telephone system/VCR		
Total Equipment		1,500.
0.		
e. Supplies (office)		

0.	<i>Total Supplies</i>	600.
<i>f. Contractual</i>		
0.	<i>Total Contractual</i>	0.
<i>g. Construction</i>		
0.	<i>Total Construction</i>	0.
<i>h. Other</i>		
0.	<i>Total Other</i>	0.
0.	<i>Total Direct Costs (No Individual Charges Authorized)</i>	<u>38,350.</u>

PROGRAMS TO REDUCE THE USE OF DRUG – DRUG PREVENTION

The Housing Authority of the City of Pharr will conduct youth and parent meetings on a monthly basis to provide a variety of basic information to include: parenting skills, teenage abstinence, AIDS/HIV information, substance abuse prevention, personal growth/hygiene, peer pressure, gang and gang related issues to violent and other related topics. It is projected that 400 youth/Parents will be assisted through this component. The University of Texas Pan American and PSJA-ISD will help with practicum students, the Lower Rio Grande on Alcohol and Drug Abused will furnish information, along with other non-profit agencies.

PHA proposes the continuation of an extra curricular activity program to help divert energy, of the youth and/or parents to positive alternatives. The program will have sports, arts & craft; and other activities desired by the residents. To accommodate the needs of “latch Key” kids and those without proper supervision will be employed to organize study halls and other educational programs for tutorial in the basic subject areas. Rising Star School will provide structured workshops and training for youth and parents.

REQUESTED AMOUNT: \$ 25,408.00

BUDGET ITEMS BY OBJECT CLASS CATEGORY CODE (FROM SF-424A)

	PHDEP	OTHER	
a. Personnel			
	1.	<i>Raul Navarro – Executive Director 10% time allocated to program Administration – See resume In-Kind 10% of 50,000 = 5,000. In-Kind</i>	0.
			(5,000)
			<i>In-Kind</i>
	2.	<i>Ameri-Corp Volunteers</i>	0.
			0.
	3.	<i>Program Intake/Clerical Worker The intake worker will be able to Gather necessary information from Residents concerning substance abuse Problems they are experiencing. The intake/clerical worker will work Closely with the program coordinator in Facilitating residents' needs.</i>	
		Total Personnel	10,500.
			0.
b. Fringe Benefits			
		<i>Fringe benefits for FICA the three (3) Personnel unit delineated in "a" @ 45% totals Program In-take/clerical worker = \$ 9,975.</i>	
		Total Fringes Benefits	9,975.
			0.
c. Travel			
		N/A	
		Total Travel	In-Kind
			0.
d. Equipment			
		N/A	
		Total Equipment	0.
			0.
e. Supplies			
		<i>Instructional supplies and materials Approximately \$ 3,000.</i>	

	<i>600 per development Supplies for project staff = \$500.</i>	
	Total Supplies	3,500.
0.		
f. Contractual		
	<i>PSJA – ISD, the Lower Rio Grande Valley Development Council and Other non-profits (MOU’s)</i>	<i>MOU</i>
	<i>Rising Star Baseball School will Provide Athletic services for youth And families. The Executive Dir. Is a former professional athlete.</i>	
	Total Contractual	1,313.
0.		
g. Construction		
	<i>N/A</i>	
	Total Construction	0.
0.		
h. Other		
	<i>Postage for program activities \$ 10 per Month X 12 months = \$120.</i>	
	Total Other	120.
0.		
	Total Direct Charges (No Direct Charges Authorized)	<u>25,408.</u>
<u>0.</u>		

EMPLOYMENT OF SECURITY GUARDS

The Housing Authority proposes to hire (2) Security Officers to investigate drug related crime on and about the housing authority. Since the level of drug related crime at Parkview Terrace, Villa Las Milpas, Las Milpas Home, and Meadow Heights has been equal, the Security Guards will be housed at the Sunset Terrace Development and rotate by developments as assigned by the Investigator will share office space with the Drug

Elimination Staff at Sunset Terrace Development. The Housing Authority also proposes to send the investigative staff to legal and investigative seminars. A letter has been signed by the Chief of Police as an agreement to provide needed assistance to the Pharr Housing Authority. A copy of this letter of commitment is attached.

REQUESTED AMOUNT: \$ 16,349.00

BUDGET ITEMS BY OBJECT CLASS CATEGORY CODE (FROM SF-424A)

a. Personnel	N/A		
		Total Personnel	0.
0.			
b. Fringe Benefits	N/A		
		Total Fringes Benefits	0.
0.			
c. Travel			
		Total Travel	0.
0.			
d. Equipment	N/A		
		Total Equipment	0.
0.			
e. Supplies	N/A		
		Total Supplies	0.
0.			
f. Contractual			
	Two (1 each) Night Security Guards To patrol from 10 pm to 6 am 40 hrs/wks = \$ 16,000.		
		Total Contractual	16,000.
0.			
g. Construction	N/A		
		Total Construction	0.
0.			
h. Other			
	Uniforms – Security Guards Jacket and caps = \$ 349.		
		Total Other	349.
0.			
Total Direct Costs (No Indirect Charges)			<u>16,349.</u>
<u>0.</u>			

**NEIGHBORHOOD WATCH
VOLUNTARY RESIDENT PATROLS**

The Housing Authority proposes to institute and train a voluntary Neighborhood Watch. The Resident Councils at the Pharr Housing Authority Development (15) have endorsed the idea, which will involve 11 block leaders patrolling with walkie-talkies. Two will patrol at each site. Volunteers will be selected and trained by the Investigator/Coordinator, who is a Certified Security Officer and a local Police Officer. Both Security Guards and the Block Leaders will turn in reports to the investigator. An agreement has been executed by and between the Pharr Housing Authority and the Pharr Police Department to provide the needed police assistance for patrol members. A copy of this agreement is attached.

REQUESTED AMOUNT: \$ 1,250.00

BUDGET ITEMS BY OBJECT CLASS CATEGORY CODE (FROM SF-424A)

a. Personnel			
	N/A		
	Total Personnel		0.
0.			
b. Fringe Benefits			
	N/A		
	Total Fringes Benefits		0.
0.			
c. Travel			
		N/A	
	Total Travel		0.
0.			
d. Equipment			
	Replacement Equipment – batteries (\$50 ea.) for walkie-talkies = \$ 250.		
	Total Equipment		250.
0.			
e. Supplies			
	Caps, Jackets, T-Shirts, etc.		
	Total Supplies		1,000.
0.			
f. Contractual			
	N/A		
	Total Contractual		0.
0.			
g. Construction			
	N/A		

Total Construction **0.**

0.

h. Other N/A

Total Other **0.**

0.

Total Direct Costs (No Direct Charges Authorized)

1,250. 0.

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

- 1. General Information/History**
- 2. PHDEP Plan Goals/Budget**
- 3. Milestones**
- 4. Certifications**

Section 1: General Information/History

- A. Amount of PHDEP Grant \$ 74,690.00**
- B. Eligibility type (Indicate with an "x")** N1 _____ N2 _____ R X _____
- C. FFY in which funding is requested 2001**
- D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Pharr Housing Authority is designed to be comprehensive drug elimination program to service residents in the city of Pharr Housing Developments. Both the drug elimination phases, as well , comprehensive prevention, intervention, treatment and aftercare programs will be offered to the 333 households. Resident taking pride in their community.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target

		Area(s)
Palmview Terrace	100	
Sunset Terrace	100	
Meadow Heights	70	
Villa Las Milpas	20	

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months _____ 12 Months _____ 18 Months X 24 Months _____
 Other _____

CITY OF PHARR HOUSING AUTHORITY
 Program Funding: FY2001
 Public Housing Drug Elimination Program

All units area located in Pharr, Hidalgo County, Texas 78577

PARKVIEW TERRACE SUNSET TERRACE MEADOW HEIGHTS VILLA LAS MILPAS LAS
 MILPAS HOMES 211 W. Audrey 920 W. Villegas 1005 W. Gore 1015 Universal
 Dr. 1015 Universal Dr. 100 Units 100 Units 70 Units 20
 Units 14 Units

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1999	83,357.00	TX59DEP0730199	1,092.77		03/31/2001
FY 2000	86,876.00	TX59DEP0730100	38,856.48		09/28/2001
FY 2001					
FY 2002					
FY 2003					

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2001 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	0.00
9120 - Security Personnel	16,339.00
9130 - Employment of Investigators	37,701.00
9140 - Voluntary Tenant Patrol	1,250.00
9150 - Physical Improvements	0.00
9160 - Drug Prevention	13,881.00
9170 - Drug Intervention	0.00
9180 - Drug Treatment	0.00
9190 - Other Program Costs	5,519.00
TOTAL PHDEP FUNDING	74,690.00

PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement						Total PHDEP Funding: \$	
						N/A	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel						Total PHDEP Funding: \$	
						16,339.00	
Goal(s)	To reduce crime by 50% in and around housing						
Objectives	To involve 80% adults and youth in crime prevention & drug education activities						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Training of Staff			11/01	11/03	0.	N/A	Sign-in sheets Certificates
2. Coordinate to PD			11/01	11/03	0.	N/A	Period reports
3. Hired Staff			11/01	11/03	16,000.	N/A	Payroll & LOCCS
4. Uniforms purchased			11/01	11/03	339.	N/A	Document procurement

9130 - Employment of Investigators					Total PHDEP Funding: \$ 37,701.00		
Goal(s)	Coordinate programmatic efforts for HA and P.D.; whereby, reducing crime by 50 % in and around housing.						
Objectives	To carry out training, work with P.D. and other external agencies to insure all Activities are provided.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Staff (1) salary/benefits			11/01	11/03	36,250.	N/A	Payroll & LOCCS
2. Coordinate Training			11/01	11/03	0.	N/A	Sign-in Sheets Certificates
3. Referral to P.D.			11/01	11/03	0.	N/A	Documented reports
4. Schedule of activities			11/01	11/03	0.	N/A	Calendar & Sign-in sheets
5. Office equipment			11/01	11/03	1,151.	N/A	Document procurement
6. Supplies			11/01	11/03	300.	N/A	Document procurement

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$ 1,250.00		
Goal(s)	To involve residents at each Development with 80% participation of trained volunteers. To reduce crime by 50% in and around housing, by the end of the program year.						
Objectives	To provide training to 100% resident volunteers; to ensure information/reports are Shared with investigation 100% of the time.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Recruit Volunteers	15	304 households	11/01	11/03	0.	N/A	Sign-in sheets, volunteer rosters and schedules
2. Training VTPs	15	304 households	11/01	11/03	0.	N/A	Sign-in sheets and certificates
3. Equipments	15	304 households	11/01	11/03	250.	N/A	Document procurement
4. Supplies	15	304 households	11/01	11/03	1,000.	N/A	Document procurement

9150 - Physical Improvements					Total PHDEP Funding: \$ N/A		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 13,881.00		
Goal(s)	PHA will provide information/education to 70% of youth and adult residents concerning topics on drugs and crime prevention/awareness on an ongoing basis.						
Objectives	To improve awareness of residents so that they will make positive choices concerning drugs and criminal behavior.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Hire In-take Clerk	804	All	11/01	11/03	12,365.	N/A	Payroll & LOCCS
2. Schedule of activities	804	All	11/01	11/03	0.	N/A	Calendar, sign-sheet & certificates. Use to assess level of resident and continued interest.
3. Athletic Act's	200	All	11/01	11/03	1,313.	NA/	Schedule & Sign-in Sheets
4. Arts & Crafts	300	All	11/01	11/03	203.	N/A	Sign-in Sheets
5. Train Volunteers	50	All	11/01	11/03	0.	N/A	Sign-in Sheets
6. Postage	800	All	11/01	11/03	0.	N/A	Document purchase

9170 - Drug Intervention					Total PHDEP Funding: \$ N/A		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$ N/A		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$ 5,519.00		
Goal(s)	To evaluate program activities; whereby, increasing productivity by 20%						
Objectives	To ensure continuity of services; provide modifications and structure.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Pre-Post Testing			11/01	11/03	1,000.	N/A	Conduct test
2. On-going Data			11/01	11/03	3,000.	N/A	On-site and field data
3. Final Report			11/01	11/03	1,519.	N/A	Final Evaluation Report

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110		0.00	0.00	0.00
9120	3,4	4,085.00	8,170.00	16,339.00
9130	1,5,6	9,425.00	18,854.00	37,701.00
9140	3,4	313.00	625.00	1,250.00
9150		0.00	0.00	0.00
9160	1,3,4	3,471.00	6,941.00	13,881.00
9170		0.00	0.00	0.00
9180		0.00	0.00	0.00
9190	1,2,3	1,380.00	2,760.00	5,519.00
		0.00	0.00	0.00

TOTAL					\$ 74,690.00
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Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

Section 1-D

Because of the constant exposure that public housing residents have to drug-related crimes, the most urgent area of concern is our “at risk” youth. The Drug Elimination Program will implement a multitude of activities to motivate the youth as well as their parents to become positively engaged with the program. These activities will be designed to heighten our residents sense of self-esteem, as well as his/hers sense of community, which in turn will positively impact their quality of life.

Section 2-A

The Pharr Housing Authority plans is work directly with the Pharr Police Department. Through this endeavor, the Pharr Housing Authority can promote and encourage positive choices for resident families through education and self-sufficiency. Goals and achievements will be identified periodically with a review of programs and activities, resident’s surveys and personal contact of residents.

INVESTIGATOR/COORDINATOR

The Housing Authority has hired one (1) investigator to investigate drug-related crime in and around the housing authority and work directly with the Pharr Police Department. Since the level of drug related crime at Parkview Terrace, Villa las Milpas, Las Milpas Homes and Meadow Heights has been about equal, the investigator will be housed at the Sunset Terrace Development, where more criminal incidences have occurred. Sunset Terrace, will have two (2) Security Guards working this development on a rotating basis. The investigator will share office space with the Drug Elimination Staff at the Sunset Terrace Development. The Housing Authority will also proposes to send the investigative staff to legal and investigative training seminars. A letter has been signed by the Chief Police, as an agreement to provide the services needed to the Pharr Housing Authority. A copy of this letter of commitment is attached.

REQUESTED AMOUNT: \$ 37,701.00

BUDGET ITEMS BY OBJECT CLASS CATEGORY CODE (SF-424A)

PHDEP

- OTHER**
- 3. Personnel**

Total Personnel	25,000.	0.
b. Fringe Benefits @ .45		
<i>Total F.B.</i>		11,250.
0.		
c. Travel		
<i>In-Kind</i>		
<i>Total In-Kind</i>		0.
0.		
d. Equipment		
<i>Telephone system/VCR</i>		
<i>Total Equipment</i>		1,125.
0.		
e. Supplies (office)		
<i>Total Supplies</i>		300.
0.		
f. Contractual		
<i>N/A</i>		
<i>Total Contractual</i>		0.
0.		
g. Construction		
<i>N/A</i>		
<i>Total Construction</i>		0.
0.		
h. Other		
<i>N/A</i>		
<i>Total Other</i>		0.
0.		
Total Direct Costs (No Individual Charges Authorized)		<u>37,701.</u>
0.		

PROGRAMS TO REDUCE THE USE OF DRUG – DRUG PREVENTION

The Housing Authority of the City of Pharr will conduct youth and parent meetings on a monthly basis to provide a variety of basic information to include: parenting skills, teenage abstinence, AIDS/HIV information, substance abuse prevention, personal growth/hygiene, peer pressure, gang and gang related issues to violent and other related topics. It is projected that 400 youth/Parents will be assisted through this component. The University of Texas Pan American and PSJA-ISD will help with practicum students, the

Lower Rio Grande on Alcohol and Drug Abused will furnish information, along with other non-profit agencies.

PHA proposes the continuation of an extra curricular activity program to help divert energy, of the youth and/or parents to positive alternatives. The program will have sports, arts & craft; and other activities desired by the residents. To accommodate the needs of “latch Key” kids and those without proper supervision will be employed to organize study halls and other educational programs for tutorial in the basic subject areas. Rising Star School will provide structured workshops and training for youth and parents.

REQUESTED AMOUNT: \$ 13,881.00

BUDGET ITEMS BY OBJECT CLASS CATEGORY CODE (FROM SF-424A)

	PHDEP	OTHER	
<i>a. Personnel</i>			
1.		<i>Raul Navarro – Executive Director 10% time allocated to program Administration – See resume In-Kind 10% of 50,000 = 5,000. In-Kind</i>	<i>0.</i>
			<i>(5,000)</i>
		<i>In-Kind</i>	
2.		<i>Ameri-Corp Volunteers</i>	<i>0.</i>
			<i>0.</i>
3.		<i>Program Intake/Clerical Worker The intake worker will be able to Gather necessary information from Residents concerning substance abuse Problems they are experiencing. The intake/clerical worker will work Closely with the program coordinator in Facilitating residents’ needs. Total Personnel</i>	<i>11,466.</i>
			<i>0.</i>
<i>b. Fringe Benefits</i>			
		<i>Fringe benefits for FICA @ 7.75 Total Fringes Benefits</i>	<i>899.</i>
			<i>0.</i>

<i>c. Travel</i>		N/A	
0.	Total Travel		In-Kind
<i>d. Equipment</i>		N/A	
0.	Total Equipment		0.
<i>e. Supplies</i>		<i>Instructional supplies and materials</i>	
		<i>Approximately \$ 203.</i>	
0.	Total Supplies		203.
<i>f. Contractual</i>			
		<i>PSJA – ISD, the Lower Rio Grande</i>	
		<i>Valley Development Council and</i>	
		<i>Other non-profits (MOU's)</i>	<i>MOU</i>
0.	Total Contractual		0.
<i>g. Construction</i>		N/A	
0.	Total Construction		0.
<i>h. Other</i>		N/A	
0.	Total Other		0.
	Total Direct Charges (No Direct Charges Authorized)		<u>13,881.</u>
<u>0.</u>			

EMPLOYMENT OF SECURITY GUARDS

The Housing Authority proposes to hire (2) Security Officers to investigate drug related crime on and about the housing authority. Since the level of drug related crime at Parkview Terrace, Villa Las Milpas, Las Milpas Home, and Meadow Heights has been equal, the Security Guards will be housed at the Sunset Terrace Development and rotate by developments as assigned by the Investigator will share office space with the Drug Elimination Staff at Sunset Terrace Development. The Housing Authority also proposes

to send the investigative staff to legal and investigative seminars. A letter has been signed by the Chief of Police as an agreement to provide needed assistance to the Pharr Housing Authority. A copy of this letter of commitment is attached.

REQUESTED AMOUNT: \$ 16,339.00

BUDGET ITEMS BY OBJECT CLASS CATEGORY CODE (FROM SF-424A)

a. Personnel

N/A

Total Personnel

0.

0.

b. Fringe Benefits

N/A

Total Fringes Benefits

0.

0.

c. Travel

N/A

Total Travel

0.

0.

d. Equipment

N/A

Total Equipment

0.

0.

e. Supplies

N/A

Total Supplies

0.

0.

f. Contractual

Two (1 each) Night Security Guards

To patrol from 10 pm to 6 am

40 hrs/wks = \$ 16,000.

Total Contractual

16,000.

0.

g. Construction

N/A

Total Construction

0.

0.

h. Other

Uniforms – Security Guards

Jacket and caps = \$ 339.

	<i>Total Other</i>	339.
0.		
<i>Total Direct Costs (No Indirect Charges)</i>		<u>16,339.</u>
<u>0.</u>		

**NEIGHBORHOOD WATCH
VOLUNTARY RESIDENT PATROLS**

The Housing Authority proposes to institute and train a voluntary Neighborhood Watch. The Resident Councils at the Pharr Housing Authority Development (15) have endorsed the idea, which will involve 11 block leaders patrolling with walkie-talkies. Two will patrol at each site. Volunteers will be selected and trained by the Investigator/Coordinator, who is a Certified Security Officer and a local Police Officer. Both Security Guards and the Block Leaders will turn in reports to the investigator. An agreement has been executed by and between the Pharr Housing Authority and the Pharr Police Department to provide the needed police assistance for patrol members. A copy of this agreement is attached.

REQUESTED AMOUNT: \$ 1,250.00

BUDGET ITEMS BY OBJECT CLASS CATEGORY CODE (FROM SF-424A)

a. Personnel

N/A

Total Personnel 0.

0.

b. Fringe Benefits

N/A

Total Fringes Benefits 0.

0.

c. Travel

N/A

Total Travel 0.

0.

d. Equipment

Replacement Equipment – batteries
(\$50 ea.) for walkie-talkies = \$ 250.

Total Equipment 250.

0.

e. Supplies

Caps, Jackets, T-Shirts, etc.

Total Supplies 1,000.

0.

<i>f. Contractual</i>	N/A		
0.		Total Contractual	0.
<i>g. Construction</i>	N/A		
0.		Total Construction	0.
<i>h. Other</i>	N/A		
0.		Total Other	0.
Total Direct Costs (No Direct Charges Authorized)			<u>1,250.</u>
<u>0.</u>			

Attachment #11

PET OWNERSHIP POLICY

Pet Rules

The following rules shall apply for the keeping of pets by Residents living in the units operated by the Pharr Housing Authority. These rules do not apply to animals used by persons with disabilities.

1. Common household pets as authorized by this policy means a domesticated animals, such as cats, dogs, fish, birds and turtles, that are traditionally kept in the home for pleasure rather than for commercial purposes.
2. Residents will register their pets with the Authority **BEFORE** it is brought onto the Authority premises, and will update the registration annually. The registration will include;
 - a. Information sufficient to identify the pet and to demonstrate that is a common household pet and a picture;
 - b. A certificate signed by a licensed veterinarian or a State or Local Authority empowered to inoculate animals, stating that the pet has received all inoculations required by applicable State and Local Law;
 - c. The name, address, and telephone number of one or more responsible Parties who will care for the pet if the pet owner dies, is incapacitated, or is otherwise unable to care for the pet.
 - d. *The registration will be updated annually at the annual re-examination of Residents' income.*
 - e. A statement indicating that the pet owner has read the pet rules and Agrees to comply with them;
 - f. The Authority may refuse to register a pet if:
 - 1) The pet 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) The pet owner fails annually to update the pet registration;
 - 5) The Authority reasonable determines, based on the pet owners' habits and practices and the pet's 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.
- g. The Pharr Housing Authority will notify the pet owner if the Authority refuses to register a pet. The notice will:
- 1) State the reasons for refusing to register the pet;
 - 2) Be served on the pet owner in accordance with procedure outlined in paragraph B1 of this policy; and
 - 3) Be combined with a notice of a pet rule violation if appropriate.
3. Cats and dogs shall be limited to small breeds where total weight shall not exceed twenty (20) pounds and total height shall not exceed twelve (12) inches. Seeing-eye dogs are excluded to height and weight.
 4. No chows, pit bulls, german police dogs, or any other known fighter breed will be allowed on the premises.
 5. All cat and dog pets shall be neutered or spayed, and verified by veterinarian, cost to be paid by the owner. Pet owners will be required to present a certificate of health from their veterinarian verifying all required annual vaccines, initially and at re-examination.
 6. A \$350.00 pet fee shall be made to the Pharr Housing Authority. Such fee will be a one-time fee (per pet) and shall be used to cover cost of damages to the unit caused by the pet.
 7. Pets shall be quartered in the Residents unit.
 8. Dogs and cats shall be kept on a leash and controlled by a responsible individual when taken outside.
 9. No doghouses will be allowed on the premises.
 10. Pets (dogs and cats) shall be allowed to run only on the owner's lawn and owners shall clean up after pets EACH day.
 11. The City Ordinance concerning pets will be complied with.
 12. Pets shall be removed from the premises when their conduct or condition is duly determined to constitute a nuisance or threat to the health and safety of the pet owner and occupants of the Authority in accordance with paragraph B3 below.

13. Birds must be kept in regular birdcages and not allowed to fly throughout the unit.
14. Each resident family will be allowed to house only one (1) animal at any time. Visiting guests with pets will not be allowed.
15. Dishes or containers for food and water will be located within the owner's apartment. Food and/or table scraps, will not be deposited on the owners porches or yards.
16. Residents will not feed or water stray animals or wild animals.
17. Pets will not be allowed on specified common areas (under clotheslines, social rooms, office, maintenance space, etc.).
18. Each resident family will be responsible for the noise or odor caused by their pet. Obnoxious odors can cause health problems and will not be tolerated.

B. Pet Violation Procedure

1. **NOTICE OF PET RULE VIOLATION** : When the Pharr Housing Authority determines on the basis of objective facts supported by written statements, that a pet owner has violated one or more of these rules governing the owning or keeping of pets, the Authority will:
 - a. Serve a notice of the pet rule violation on the owner by sending a letter by first class mail, properly stamped and addressed to the Resident at the leased dwelling unit, with a proper return address, or serve a copy of the notice on any adult responds, by placing the notice under or through the door, if possible, or else by attaching the notice to the door.
 - b. The notice of pet rule violation must contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated.
 - c. The notice must state that the pet owner has ten (10) days from the effective date of service of notice to correct the violation (including, in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation, (the effective date of services is that day that the notice is delivered or mailed, or in the case of service by posting, on the day that the notice was initially posted).
 - d. The notice must state the pet owner is entitled to be accompanied by another person on his or her choice at the meeting.

e. The notice must state that the pet owners' failure to correct the violation, to request a meeting, or to appear at requested meeting may result in initiation of procedures to terminate the pet owners' residency.

2. **PET RULE VIOLATION MEETING:** If the pet owner makes a timely request for a meeting to discuss an alleged pet rule violation, the Pharr Housing Authority shall establish a mutually agreeable time and place for the meeting to be held within fifteen (15) days from the effective date of service of the notice of pet rule violation (unless the Authority agrees to a later date).

The Pharr Housing Authority and the pet owner shall discuss any alleged pet rule violation and attempt to correct it and reach an agreeable understanding.

The Authority may, because of the meeting, give the pet owner additional time to correct the violation.

Whatever decision or agreements, if any, are made will be reduced to writing, signed by both parties, with one copy for the pet owner and one copy placed in the Authority's Resident file.

3. **NOTICE OF PET REMOVAL:** If the pet owner and the Authority are unable to resolve the pet rule violation at the pet rule violation meeting, or if the Authority determines that the pet owner has failed to correct the pet rule violation within any additional time provided for this purpose under paragraph B1 above (or at the meeting, if appropriate), requiring the pet owner to remove the pet. This notice must:

- a. Contain a brief statement of the factual basis for the determination and the pet rule or rules that have been violated.
- b. State that the pet owner must remove the pet within ten (10) days of the effective date of service of notice or pet removal (or the meeting, if the notice is served at the meeting);
- c. State the failure to remove the pet may result in initiation of procedures to terminate the pet owner's residency.

4. **INITIATION OF PROCEDURE TO TERMINATE PET OWNERS RESIDENCY:** The Authority will not initiate procedure to terminate a pet owner's residency based on a pet rule violation unless:

- a. The pet owner has failed to remove the pet or correct the pet rule violation within the applicable time period specified in paragraph 3b above;

- b. The pet rule violation is sufficient to begin procedures to terminate the pet owner's residency under the terms of the lease and application regulations;
- c. Provisions of Resident's Lease, Section XV: "Termination of Lease" will apply in all cases.

C. Protection of the Pet

- 1. If the health or safety of a pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet, the Authority may:
 - a. Contact the responsible party or parties listed in the registration form and ask that they assume responsibility for the pet.
 - b. If the responsible party or parties are unwilling or unable to care for the pet, the Authority may contact the appropriate State or Local Authority (or designated agent of such Authority) and request the removal of the pet.
 - c. If the Authority is unable to contact the responsible parties despite reasonable efforts, action as outlined in 1b above will be followed; and
 - d. If none of the above actions reap results, the Authority may enter the pet owners' unit, remove the pet, and place the pet in a facility that will provide care and shelter until the pet owner or a representative of the pet owner is able to assume responsibility for the pet, but no longer than thirty (30) days. The cost of the animal care facility provided under this section shall be borne by the pet owner.

D. NUISANCE OR THREAT TO HEALTH OR SAFETY

Nothing in this policy prohibits the Authority or the Appropriate City Authority from requiring the removal of any pet from the Authority property. If the pet's conduct or condition is duly determined to constitute, under the provisions of State or Local Law, a nuisance or a threat to the health or safety or other occupants of the Authority property or of other persons in the community where the project is located.

E. APPLICATION OF RULES

- 1. Pet owners will be responsible and liable for any all bodily harm to other residents or individuals and destruction of personal property belonging to others caused by owner's pet will be the moral and financial obligation of the pet owner.
- 2. All pet rules apply to resident and/or resident's guests.

Attachment # 12

DECONCENTRATION AND INCOME TARGETING POLICY

(of the Public Housing Admissions and Continued Occupancy Policy)

Sub-Title A., Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), establishes two interrelated requirements for implementation by Public Housing Authorities: (1) Economic Deconcentration of public housing developments and (2) Income Targeting to assure that families in the “extremely low” income category are proportionately represented in public housing and that pockets of poverty are reduced or eliminated. Under the deconcentration requirement, PHA's are to implement a program which provides that families with the lowest incomes will be offered units in housing developments where family incomes are the highest and high-income families will be offered units in developments where family incomes are the lowest. In order to implement these new requirements the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.

Therefore, the Pharr Housing Authority (PHA) hereby affirms its commitment to implementation of the two requirements by adopting the following policies:

A. Economic Deconcentration:

Admission and Continued Occupancy policies are revised to include the PHA's policy of promoting economic deconcentration of its housing developments by offering low-income families, selected in accordance with applicable preferences and priorities, units in developments where family incomes are highest. Conversely, families with higher incomes will be offered units in developments with the lowest average family incomes.

Implementation of this program will require the Pharr Housing Authority to: (1) determine and compare the relative tenant incomes of each development and the incomes of families in the census tracts in which the developments are located, and (2) consider what policies, measures or incentives are necessary to bring high-income families into low-income developments (or into developments in low-income census tracts) and low-income families into high-income developments (or into developments in high-income census tracts).

In addition, an assessment of the average family income for each development is necessary. Families will be provided with an explanation of the policy during the application/screening process and/or the occupancy orientation sessions and given opportunities to discuss the options available to them. The families will also be informed that should they choose not to accept the first unit offered under this system, their refusal would not be cause to drop their name to the bottom of the list.

Implementation may include one or more of the following options:

- Skipping families on the waiting list based on income;
- Establishing preferences for working families;

Attachment 13

COMMUNITY SERVICE POLICY

The Pharr Housing Authority has implemented the Community Service Policy as required by Quality Housing and Work Responsibility Act of 1998. Pharr Housing Authority requires that all non-exempt Public Housing Adult Resident contribute eight (8) hours per month of Community service (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:

1. Work at local schools, hospitals, or child care center
2. Work with youth organizations
3. Work at the Authority to help improve physical conditions
4. Work at the Authority to help children's programs
5. Helping neighborhood groups with special projects
6. Working through resident organization to help resident with problems

Exempt Adult – an adult member of the family who:

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

Attachment # 14

**PHARR HOUSING AUTHORITY
SECTION 8 HOMEOWNERSHIP PROGRAM
CAPACITY STATEMENT**

The Pharr Housing Authority (PHA) will implementing the Section 8 Homeownership Program in 2001. The Pharr Housing Authority has network with the City of Pharr, Pharr Affordable Housing and lending institutions to provide the financing to the applicants. At the present time, the PHA Section 8 Program has a total of 628 vouchers with 516 that are leased up as of September 2001.

The Pharr Housing Authority Homeownership Program is requiring that at least 1% of the purchase price come from the family's personal resources.

The Pharr Housing Authority is working closely with two financial institutions First National Bank of Edinburg and Lone Star National Bank. The two above mentioned banks are insured or guaranteed by the state or Federal government, comply with generally accepted private sector underwriting standards.

ATTACHMENT # 15

**HOUSING AUTHORITY OF THE CITY OF PHARR
COMMUNITY SERVICE POLICY**

Section 512 of the Quality Housing and Work Responsibility Act of 1998, continued a community service and self-sufficiency requirement that every resident of public housing contribute eight hours of community service each month or participate in an economic self-sufficiency program for eight hours each month. Regulations for this provision are provided in 24 CFR Support F 960.600-609. The Fiscal Year HUD/VA Appropriations Act temporarily suspended the community service and self-sufficiency requirement, except for residents of HOPE VI developments. The Fiscal Year 2003 HUD/VA Appropriations Act reinstated this provision.

The Housing Authority of the City of Pharr is in agreement that the community service and self-sufficiency requirement is intended to assist adult public housing residents in improving their economic and social wellbeing. Community service give public housing residents an opportunity to give bach their communities that facilitate advancement.

I. Community Service

The Housing Authority of the City of Pharr will advise residents the different required activities and locations where they can be done. The resident will be responsible for the service to be performed to be within policy guidelines.

Uncompensated services in schools, day care centers, recreation centers, drug and alcohol treatment centers, nursing homes, hospitals and adult day care centers.

Uncompensated tutoring of elementary or high school students.

Participation in neighborhood adult and youth special projects.

Participation in resident council activities.

Uncompensated services to the Housing Authority of the City of Pharr in youth clean-up campaigns, Red Ribbon Week, Dia del Nino, and Graduation Banquet activities and others;

Participation in the Housing Authority of the City of Pharr After-School Youth programs including computer lab activities.

II Self-Sufficiency

Resident participation in the economic self-sufficiency activities for eight hours per month will satisfy the community service requirement. A resident may satisfy the requirement with the combination of community service or participation in the economic self-sufficiency activities that will total eight hours per month.

These activities may be:

- GED classes, college, technical schools and adult education.
- Homeownership, employment and credit counseling
- Small business training
- TANF work placement program
- On-the-Job training programs
- Counseling and treatment for voluntary substance abuse and mental health
- The Housing Authority of the City of Pharr Family Self-Sufficiency Program.

III Administration

The Housing Authority of the City of Pharr sponsors its own community service program with such agencies as, Pharr Boys & Girls Club, Pharr Literacy Centers, Pharr Parks & Recreation Department, IMAGE and others.

Residents participate in the different recreational and educational activities and the Pharr Housing Authority will confirm the residents participation.

The Housing Authority of the City of Pharr encourages participation to persons with disabilities and will make the premises accessible to accommodate such requirements.

IV Exemptions

The public housing residents that can claim an exemption from this requirement are:

- Age 62 years or older

- Blind or disabled (as defined under 216 (i) or 1614 of the Social Security Act (42 U.S.C. 416 (i) (1); 1382 c) and who certify that because of this disability to comply with the service provisions; or primary care takers of such individuals.
- Engaged in work activities as defined in Section 407 (d) of the Social Security Act (42 U.S.C. 607 (d), specified below:
 1. Unsubsidized employment;
 2. Subsidized private - sector employment;
 3. Subsidized public-sector employment;
 4. Work experience (including work associated with the refurbishing of publicly assisted housing) if sufficient private sector employment is not available;
 5. On-the-job-training;
 6. Community service programs;
 7. Vocational educational training (not to exceed 12 months with respect to any individual);
 8. Job-search and job-readiness assistance;
 9. Job-skills training directly related to employment;
 10. Education directly related to employment in the case of a recipient who has not received a high school diploma or a certificate of high school equivalency;
 11. Satisfactory attendance at secondary school or in a course of study leading to a certificate of general equivalence, in the case of a recipient who has not completed secondary school or received such a certification; and
 12. The provision of childcare services to an individual who is participating in a community service program.
- Meet the requirements for being exempt from having to engage in a work activity under the state program funded under part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.) Or under any other welfare program of the State of Texas, including a State administered Welfare-to-work program.
- If a member of a family receiving TANF Assistance, benefits, or service under the State program funded under part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.); or under any other welfare program of the State of Texas, including a State Administered Welfare-to-work program and has been found by the State or other Administering entity to be in non-compliance with such program.

V. Pharr Housing Authority Requirements

The Pharr Housing Authority will make available to residents names and personal contacts at agencies that may be able to assist resident to meet the community service requirement.

The Pharr Housing Authority will make available to residents all necessary community service requirements including, steps for claiming an exemption and for the Pharr Housing Authority to verify such exemption upon annual re-examination. The Pharr Housing Authority will include necessary forms for the claiming of such exempt or non-exempt status and the community service hours tracking.

The Pharr Housing Authority has authority to make a final determination on a resident being exempt or in compliance with the community service requirement.

The residents have been notified of the Grievance Procedure if not in agreement with the exemption status or non-compliance. Non-Compliance will be as a result of failure to complete the requirement.

Every exemption to the CSSR requirement will be confirmed and verified and documentation will be placed in the tenant file.

Residents will be given the opportunity to change status of the CSSR requirement.

VI Family Requirements

Upon annual re-examination, all public housing family members eighteen or older must:

Be provided a written explanation of the community service requirement, procedures for the verifying exemption status and the affect of non-compliance.

Submit certification forms pertaining to their exempt or non-exempt status from the CSSR requirement. Completed forms must be submitted within ten days of their re-examination appointment. In the case of a family member claiming an exempt status, a executed verification of the exemption or information from a third-party verification and their executed exemption form.

Upon annual re-examination appointment, each family member that is non-exempt must submit their completed monthly log and certification form of the past twelve month activity.

A family member and any other non-compliant resident, may enter into a written agreement with the Pharr Housing Authority, to cure such non-compliance by completing the additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the twelve-month term of the new lease, and (2) all other members of the family who are subject to the service requirements are currently complying with the service requirements or are no longer residing in the unit.

It will be the responsibility of a family member if during the twelve month term, a non-exempt family member become exempt, he or she must provide documentation within ten days of occurrence. The CSSR requirement must remain in place until the reporting of the exemption is given the Pharr Housing Authority.

It will be the responsibility of a family member if during the twelve month term an exempt family member becomes non-exempt, he or she must provide written documentation within-ten days of occurrence. A family member who does not report this change must enter into an agreement to complete the equivalent of eight hours a month of community service for each month of unreported non-exempt status within ninety days of the occurrence or the lease will be terminated.

It is the responsibility of every family member under this criteria to provide the Pharr Housing Authority written documentation of exemption status. Termination of the lease will occur if such information is not submitted to the Pharr Housing Authority or if misrepresentation of information occurs.

VII Noncompliance Requirements (24 CFR 960.605 & 960.607)

A resident who was delinquent in community service hours under the lease in effect at the time of the suspension will still be obligated to full fill his/her community service and self-sufficiency requirements for FY 2001, provided that the resident was given notice of noncompliance prior to the expiration of the lease in effect at that time.

A copy of that notice of noncompliance should be included with the written notice to residents about the reinstatement of the community service and self-sufficiency requirement. The community service requirement would again be applicable for FY 2003 to all leases entered into on and after October 1, 2002. In order to obtain a lease renewal on the expiration of the current lease, residents must be in compliance both with any delinquent community service requirements and current requirements.

PHAs must offer the residents the opportunity to enter into written agreement with the PHA to cure the noncompliance with the community service and self-sufficiency requirements either under the current or delinquent lease. This agreement should include:

- The additional number of hours of community service or self-sufficiency work activities needed to make up the required number of hours under the current lease.
- Assurance that all member s of the family who are subject to these requirements are in compliance with the requirements
- Written assurances satisfactory to the PHA that any noncompliant resident no longer resides in the unit.

A PHA must inform residents that they may request a grievance hearing on the PHA's determination of noncompliance in accordance with Part 966, subpart B and that tenant may exercise any available judicial remedy to seek redress from the PHA's non-renewal of the lease because of such determination. A PHA must retain reasonable documentation of service requirement performance or exemption in participant's files. A PHA must comply with non-discrimination listed in 24 CFR 5.105 (q).

VIII Documentation and Requirements of Dwelling Lease

The Housing Authority of the City of Pharr has a twelve month lease. Section XVII of the Dwelling Lease includes clause for eviction of all the household for non-compliance of CSSR. The PHA will refuse to renew or extend the lease if a non-exempt family member does not comply with Community Service Requirement.

IX Implementation

3. By July 31, 2003, provide to all residents written notice about this reinstatement of the community service and self-sufficient requirement as outlined in 24CFR 960.605. This notification must alert residents of the requirement, whether or not they are exempt, and what they need to do in order to comply.
4. By October 31, 2003, assure that all effective residents are performing their community service or self-sufficiency requirements.

PHAs can implement the community service and self-sufficiency requirement with any funds available for expenditure during FY2003.

ATTACHMENT # 16

Missions and Goals

The Pharr Housing Authority has continued to sponsor a Homeownership Program that is committed to develop innovative economically viable and flexible homeownership options for residents that demonstrate consistent work history and have made a commitment to personal and community growth. Homeownership has supplemented the Pharr Housing Authority's Family Self-sufficiency Program. In 2003 the Pharr Housing Authority qualified approximately **10** families into homeownership.

The Housing Authority was allocated 2004 Low-Income Housing Tax Credits for a one hundred (100) units development. This housing will be developed using the mixed finance method and will include forty (40) replacement public housing units. Construction is anticipated to start in late 2004 and completed late 2005. All one hundred units will be for occurring families not more than 60% of median income.

The Housing Authority plans to apply for an allocation of Low-Income Housing Tax Credits in the year 2005 for a single family development of 100 – 150 units that will include thirty five public housing replacement units. At the end of the fifteenth Low-Income Housing Tax Credit compliance period, the units will be made available to the residents for homeownership.