

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

Suffolk Redevelopment & Housing Authority

PHA Plans

5-Year Plan for Fiscal Years 2005-2009

Annual Plan for Fiscal Year 2005

FINAL DRAFT

April 1, 2005

**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: Suffolk Redevelopment & Housing Authority

PHA Number: VA025

PHA Fiscal Year Beginning: (07/2005)

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 2005 - 2009
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- X The PHA's mission is: The Mission of the Suffolk Redevelopment and Housing Authority (SRHA) is to develop and operate affordable housing that will provide decent, safe, and sanitary homes and a suitable living environment for low and moderate income families in Suffolk. Further, SRHA will participate in the redevelopment and conservation of neighborhoods in Suffolk, both residential and commercial, so as to enhance living and working conditions in the City of Suffolk.

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:
- X Apply for additional rental vouchers: *50*
 - X Reduce public housing vacancies: *To obtain a vacancy rate of 99%.*
 - X Leverage private or other public funds to create additional housing opportunities: *Hope VI Rehabilitation*
Obtain Funding by utilizing Bond Fund with Private Lending Institutions
 - X Acquire or build units or developments: *Single Family – Lease to Purchase*
 - X Other (list below)
Support the construction of new Project Based Section 8 in the City of Suffolk.

- X PHA Goal: Improve the quality of assisted housing
Objectives:
 - X Improve public housing management: (PHAS score) *Current Score is 85 – Goal to obtain a score of 90.*
 - X Improve voucher management: (SEMAP score) *Current Score is 85% - Goal to obtain a score of 90%.*
 - X Increase customer satisfaction:
 - X Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - X Renovate or modernize public housing units:*By utilizing CFP Funds*
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

- X PHA Goal: Increase assisted housing choices
Objectives:
 - X Provide voucher mobility counseling:
 - X Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - X Implement voucher homeownership program:
 - X 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: *Give Preference to working families.*
 - 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: *Seek funding through CPTED – Crime Prevention through Environmental Design.*
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

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

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.
- Other: (list below)

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

X PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- 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)

**Suffolk Redevelopment & Housing Authority
Strategic Goals
Adopted by
SRHA Board of Commissioners by**

**Resolution No. 1524
September 30, 2003**

- I. Affordable housing of sufficient quality and quantity to meet the needs of the citizens of Suffolk will be developed and maintained in order to provide decent, safe, and sanitary housing in an attractive and healthy community or communities.**

Strategic Action Goal

PHA Goal: Improve the conditions of the dwelling units and community.

Objective:

Ensure Quality Control guidelines are followed according to the Admittance and Continued Occupancy Policy and Lease. Implement regular inspections and follow-up. Ensure residents are trained about resident responsibilities. Offer security measures that would include better lighting, visible police patrol, proper landscaping, and clean communities.

PHA Goal: To encourage Self-Sufficiency for our Public Housing Residents.

Objective:

The Public Housing Division will assess all new and current residents to establish self-sufficiency goals. The PHA will identify the needs of our resident families and continue to develop programs that will improve the quality of life for our residents.

PHA Goal: To decrease the number of vacancies.

Objective:

To reduce the number of vacancies, and thereby increase the availability of public housing units. The selection of qualified individuals and families will be followed consistently according to the policies of the PHA.

PHA Goal: To assist residents to work towards Homeownership opportunities.

Objective:

PHA will offer assistance to residents to move from Public Housing to Self-Sufficiency to Homeownership status.

PHA Goal: To encourage strong Resident Councils and Resource referral system.

Objective:

To have Resident Council elections and to have regular meetings with the Council. To offer training to Resident Council members and to organize a Youth Resident Council.

PHA Goal: Encourage owner participation by means of owner outreach to recruit new owners and owners who have units in area outside of minority and poverty concentration.

Objective:

The outreach program will include public advertisement for recruitment and provide group meetings to disseminate program information. Recruitment will expand the housing stock and increase the housing choice for program participants. We will conduct group meetings semi-annually with current participating landlords to provide program information and address the concerns of the property owners. Provide quarterly newsletters to landlords to establish and maintain good relationships and enhance their program knowledge.

PHA Goal: To establish and maintain an annual lease up rate of 95% in compliance with SEMAP requirements.

Objective:

To utilize at least 95% of the annual budget authority or have an annual lease up rate of 95% in an effort to assist as many families in the community who qualify for the Section 8 Tenant based program.

PHA Goal: Seek ways to expand housing opportunity for very-low income families to obtain rental housing outside areas of poverty or minority concentration.

Objective:

To encourage the movement of these into a broader range of neighborhoods through the provision of affordable housing. The primary method would be identifying neighborhoods with high and low concentrations of poverty and recruit owners outside areas of poverty or minority concentration.

PHA Goal: The Development Department will continue to offer assistance to qualified homeowners with extra-ordinary emergency needs.

Objective:

SRHA will proactively advertise this program through non-profit agencies, local newspapers and government access channel as well as the SRHA web page. The SRHA Board of Commissioners appropriated \$12,000.00 to be used for emergency home repair work. The program guidelines are similar to the HOME Repair Program but would have fewer eligibility requirements. The average cash grant amounts are \$500.00 with ranges of \$500.00 to \$800.00.

PHA Goal: To assist the elderly citizens of the City of Suffolk with the Elderly Rehabilitation Loan Program.

Objective:

To have continued support from the SRHA Board of Commissioners and the City of Suffolk to administer the Elderly Rehabilitation Loan Program throughout the City of Suffolk.

PHA Goal: To assist citizens of the City of Suffolk with the necessary training classes and counseling on a monthly basis who are interested in becoming First Time Homebuyers.

Objective:

To have two staff members of the Development Department certified in Homeownership Counseling and partner with area lending institutions to offer First Time Homebuyer Education Classes on a monthly basis.

PHA Goal: To assist eligible citizens within the City of Suffolk with down payment and closing cost assistance for First Time Homebuyers to purchase affordable housing.

Objective:

To establish guidelines and procedures with the City of Suffolk concurrent with federal down payment and closing cost regulations.

PHA Goal: To obtain Lead Base Paint and Contractor Supervisor certification for one Development Staff member.

Objective:

To obtain training for one member of the Development Department to obtain lead base paint and contractor supervisor certification. The certification will support the agency's position in providing lead base paint assessments and supervision of lead interim and abatement measures for rehabilitation projects.

PHA Goal: To become an approved HUD Housing Counseling Agency within the next fiscal year which will allow the Development Department to offer One on One Housing Counseling Services.

Objective:

The Development Department request the SRHA Board of Commissioners to support the financial training and authorize the Development Department to submit application for approval as a Housing Counseling Agency.

- 1. SRHA will foster family self-sufficiency through public housing and the Section 8 Housing Choice Voucher Program to the ultimate goal of home ownership.**

Strategic Action Goal

PHA Goal: Encourage self-sufficiency for Section 8 program participants and assist in the expansion of family opportunities, which address educational, socio-economic, recreational and other human services needs.

Objective:

The Section 8 division will continue to support the efforts of self-sufficiency with job training, educational programs and employment opportunities through the Resident Initiatives Specialists. Suffolk Redevelopment and Housing Authority will partner with other community service agencies to provide a broad base of personal enhancement programs.

PHA Goal: To implement the voucher homeownership program to offer program participants the ability to obtain their own home.

Objective:

To develop a strategic plan on the implementation of the Section 8 homeownership option. This assist program participant families in becoming homeowners.

III. Strategic relationships with city planners and other members of city staff will be developed, enhanced and maintained in order to allow SRHA to define, assess and address the development and rehabilitations needs of Suffolk.

Strategic Action Goal

PHA Goal: To be properly staffed to carry out our commitment to the City in revitalizing the areas so targeted by the City of Suffolk and to efficiently manage current future City Program.

Objective:

The Development Department will continue to urge the SRHA Board of Commissioners to solicit additional funding from the City of Suffolk for administrative fees to enlarge the Development Department to continue to administer City programs efficiently. Currently, SRHA is administering the following City Programs with no added funds to pay staff requirements to efficiently administer these programs. They are as follows:

- 1. City Wide HOME Repair Program*
- 2. Orlando Conservation Plan*
- 3. Hall Place Conservation Plan*
- 4. Fairgrounds Redevelopment Plan*
- 5. Elderly Low-Interest Rehabilitation Loan Program*
- 6. Disaster Relief Program*
- 7. Disaster Relief Program*
- 8. Sponsoring Partners & Revitalizing Communities (SPARC)*
- 9. Unified Development Ordinance (UDO) as it pertains to Affordable Dwelling Units*

PHA Goal: Continued support from the SRHA Board of Commissioners and the City of Suffolk to administer the City Wide Home Repair Program throughout the City of Suffolk.

Objective:

To utilize one standard set of Owner Occupied Housing Rehab Program Guidelines for the Western Tidewater HOME Consortium in providing assistance through the City Wide Home Repair Program.

PHA Goal: To assist in the personal financing for three to four single-family eligible homeowners targeted in the Hall Place Conservation Area with Sponsoring Partners and Revitalizing Communities (SPARC) funds.

Objective:

To secure qualified homeowners in the permanent financing of a home with one percent below with Virginia Housing Development Authority's First Time Homebuyers rate with 30 year permanent financing.

PHA Goal: The Development Department will continue the initiatives of the Hoffler "Operation Rising Star."

Objective:

The Development Department will continue to address the initiatives within the Master Plan developed for the Hoffler "Operation Rising Star" project with the Capital Fund Program Funds over the next five years as funds become available.

IV. The SRHA Bond Program will be marketed and positioned as a viable vehicle to encourage the development of new housing stock based on community needs.

Strategic Action Goal

PHA Goal: Bond Information on the Website

Objective:

To include the application and bond information on the Website.

PHA Goal: Research publications to advertise our bond process.

Objective:

To include our bond information in various publications for advertising purposes.

- V. **SRHA will continually seek funding sources from private, state, and federal government programs in order to enable SRHA to consistently and regularly plan, expand or manage the quantity and quality of redevelopment and affordable housing initiatives in the City of Suffolk.**

Strategic Action Goal

PHA Goal: To apply for additional rental vouchers to increase the existing size of the housing choice voucher program.

Objective

To seek additional funding to increase the number of families being served under the housing choice voucher program. SRHA currently has funding increments of 681 units. The goal is to apply for 50 additional increments of funding in an effort to assist in helping more families from the waiting list obtain housing

PHA Goal: To seek additional funding to increase the staff and increase program activity to promote family self-sufficiency.

Objective

To obtain seek additional funding sources to increase the programs to promote self-sufficiency and increase the number of staff who will assist Section 8 families to become self-sufficient and free of all forms of government assistance.

PHA Goal: The Development Department will continue to seek funding to complete the Orlando Conservation Project.

Objective

The Development Department will continue to request the SRHA Board of Commissioners to support our annual request for Community Development Block Grant Funds and Capital Improvements Funds from the City of Suffolk to complete the Orlando Conservation Project.

PHA Goal: The Development Department will seek support from the SRHA Board of Commissioners to partner with financial groups, counseling agencies, representatives from local private and public corporations to administer in providing a “Post Homeownership Class” to applicants who have received assistance through the current Homeownership Program.

Objective:

To prepare existing homeowners in accomplishing successful homeownership by understanding the importance of home maintenance and repair needs, good neighboring guidance, and handling emergency financial needs to prevent foreclosure.

PHA Goal: The Development Department continues to seek funding to meet the needs of homeowners who are seeking rehabilitation loans, not grants and are not neighborhood specific, to do rehabilitation in excess of \$10,000 to \$20,000.

Objective:

The Development Department will seek funding and financial partnerships to enhance existing Bond revenue funds through a leveraging process. The Bond revenue dollars could be leveraged in securing a line of credit with lending institutions. With such lines of credit, the Development Department will be able to effectively administer a rehabilitation program that will be needed in the Hall Place Conservation Neighborhood.

Annual PHA Plan
PHA Fiscal Year 2005

[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.

Not required per PIH 99.51 (HA issued 12/14/99)

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.

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	N/A
ii. Table of Contents	2
1. Housing Needs	5
2. Financial Resources	11
3. Policies on Eligibility, Selection and Admissions	13
4. Rent Determination Policies	21
5. Operations and Management Policies	25
6. Grievance Procedures	26
7. Capital Improvement Needs	27
8. Demolition and Disposition	28
9. Designation of Housing	29
10. Conversions of Public Housing	30
11. Homeownership	31
12. Community Service Programs	33
13. Crime and Safety	35
14. Pets (Inactive for January 1 PHAs)	37
15. Civil Rights Certifications (included with PHA Plan Certifications)	42
16. Audit	42
17. Asset Management	43
18. Other Information	43

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.

Attachment A – Organizational Chart (VA025va01)

Attachment B – Resident Council (VA025vb01)

Attachment C – Annual Plan & 5-Year Plan & P&E Reports (VA025vc01)

Attachment D – Minutes of RAB Meeting (VA025vd01)

Required Attachments:

X Admissions Policy for Deconcentration (Attachment

X FY 2004 Capital Fund Program Annual Statement Included in Section

Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- X PHA Management Organizational Chart
- X FY 2004 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- X Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) Included in Section
- X Other (List below, providing each attachment name)
 - (1) Narrative on Status of 5 Year Goals – Attachment
 - (2) List of Resident Advisory Boards – Attachment
 - (3) CFP Performance and Evaluation Reports – Attachment

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;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X 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 X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X 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 X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
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
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Locatio-n
Income <= 30% of AMI	5	5	3	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	3	3	3	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	3	3	3	N/A	N/A	N/A	N/A
Elderly	5	5	3	N/A	N/A	N/A	N/A
Families with Disabilities	5	5	4	N/A	N/A	N/A	N/A
White	34,271	* See Below					
Black	27,718						
American Indian	191						
Asian	491						

*** Data not available on race of rent families – only total population information available from US Census Data**

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.)

- X Consolidated Plan of the Jurisdiction/s
Indicate year:
- X 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		
X	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	863		
Extremely low income <=30% AMI	409	47%	
Very low income (>30% but <=50% AMI)	47	5%	
Low income (>50% but <80% AMI)	8	.93%	
Families with children	291	34%	
Elderly families	32	4%	
Families with Disabilities	125	14%	
Race/ethnicity			

Housing Needs of Families on the Waiting List			
(Black)	434	50%	
Race/ethnicity (White)	28	3%	
Race/ethnicity (American Indian)	0	0%	
Race/ethnicity Asian	2	.23%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	340		
2 BR	387		
3 BR	124		
4 BR	12		
5 BR			
5+ BR			
Is the waiting list closed (select one)? X 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)			
X Section 8 tenant-based assistance Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1090		405
Extremely low income <=30% AMI	491	45%	
Very low income (>30% but <=50% AMI)	262	24%	
Low income (>50% but <80%			

Housing Needs of Families on the Waiting List			
AMI)	337	31%	
Families with children	1029	94%	
Elderly families	21	2%	
Families with Disabilities	40	4%	
Race/ethnicity (Black) 02	1050	96%	
Race/ethnicity (White) 01	37	3%	
Race/ethnicity (Other) 03		1%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 17			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

B. 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

- X Reduce turnover time for vacated public housing units
- X 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
- X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- X Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- X 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
- X 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

- X 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
- X Employ admissions preferences aimed at families with economic hardships
- X 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

- X Employ admissions preferences aimed at families who are working
- X 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

Select all that apply

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- X 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:

- X Funding constraints
- X Staffing constraints
- X Limited availability of sites for assisted housing
- X Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- X 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 improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)	\$5,142,380	
a) Public Housing Operating Fund	773,546	
b) Public Housing Capital Fund	573,539	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,686,295	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	
g) Resident Opportunity and Self-Sufficiency Grants	-0-	
h) Community Development Block Grant	-0-	
i) HOME	109,000	
Other Federal Grants (list below)	-0-	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
HOME	90,000	Development
CFP 2003	400,000	PHO Capital Improvements
3. Public Housing Dwelling Rental Income		
Rent	718,000	PHO Operations
Late Charges	21,000	PHO Operations
4. Other income (list below)		
Interest	2,000	PHO Operations
Commissions	13,000	PHO Operations
Misc. Income	10,000	PHO Operations
4. Non-federal sources (list below)		
City of Suffolk	75,962	Development Operations
Total resources	6,472,342	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- When families are within a certain number of being offered a unit: (state number)
- X When families are within a certain time of being offered a unit: (state time) 30 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)?
- X Criminal or Drug-related activity
- X Rental history
- X Housekeeping
- X Other (describe) *Home Visits/Credit History*
- c. Yes X No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. X Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes X 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)
- X Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)
- b. Where may interested persons apply for admission to public housing?
- X 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
X Three or More

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

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

(4) Admissions Preferences

- a. Income targeting:

- Yes X 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)

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

PHA utilizes transfer policy, which states "Transfer for every three (3) residents housed. Exception in cases of extreme emergencies."

c. Preferences

1. X 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)

- X Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- X Residents who live and/or work in the jurisdiction
- X 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.

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans’ families

- 2 Residents who live and/or work in the jurisdiction
- N/A 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
- X Other preference(s) (list below)
*Additional working preference, two (2) income family.
 Families who live in substandard housing which has been condemned by government agency.*

4. Relationship of preferences to income targeting requirements:

- 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) 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)

- X The PHA-resident lease
- X The PHA's Admissions and (Continued) Occupancy policy
- X 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)

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

(6) Deconcentration and Income Mixing

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

b. Yes 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?

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

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

- Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)
- d. Yes X No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
- X List (any applicable) developments below:
Colander-Bishop Meadows Apartments
Cypress Manor Apartments
Parker Riddick Apartments
Hoffler Apartments
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
- X Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- X Criminal or drug-related activity only to the extent required by law or regulation

- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

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

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

d. Yes X 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)

X Criminal or drug-related activity

X Other (describe below)

Rental History, as available

(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)

X 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)

X PHA main administrative office

Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(2) *When it can be shown that person is actively seeking housing, but none can be found.*

(3) *When medical incapacities prevent person from seeking housing.*

(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.

1 Date and Time

Former Federal preferences

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- N/A Victims of domestic violence
- 2 Substandard housing

- N/A Homelessness
- N/A High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- N/A Veterans and veterans' families
- 2 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)
- 3 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

- 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)

- X 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)

- X The Section 8 Administrative Plan
- X 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?

- X Through published notices
- X Other (list below)

Through Public Broadcasting

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

1. 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.

X 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
X \$26-\$50

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

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

Hardship Exemption Policy

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:

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

- X 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:

X For household heads

X 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)

For all developments

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

For specified general occupancy developments

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

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

Other (list below)

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

Market comparability study

Fair market rents (FMR)

95th percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

Operating costs plus debt service

The "rental value" of the unit

Other (list below)

f. Rent re-determinations:

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

Never

- At family option
- X Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
 - X The section 8 rent reasonableness study of comparable housing
 - 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**
 a) Describe the voucher payment standards and policies.

The Payment Standard is used to calculate the housing assistance payment for a family. In accordance with HUD regulation, and at the PHA's discretion, the Voucher Payment Standard amount is set by the PHA between 90 percent and 110 percent of the HUD published FMR. This is considered the basic range. The PHA reviews the appropriateness of the Payment Standard annually when the FMR is published. In determining whether a change is needed, the PHA will ensure that the Payment Standard is always within the range of 90 percent to 110 percent of the new FMR, unless an exception payment standard has been approved by HUD.

The PHA will establish a single voucher payment standard amount for each FMR area in the PHA jurisdiction. For each FMR area, the PHA will establish payment standard amounts for each "unit size". The PHA may have a higher payment standard within the PHA's jurisdiction if needed to expand housing opportunities outside areas of minority or poverty concentration, as long as the payment standard is within the 90-110% of FMR range.

The PHA may approve a higher payment standard within the basic range, if required as a reasonable accommodation for a family that includes a person with disabilities.

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

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

1. 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:

2. 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	457	12%
Section 8 Vouchers	681	5%
Section 8 Certificates	0	0
Section 8 Mod Rehab	12	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
ROSS Grant	0	25%

1. 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.

Public Housing Operations manual - maintenance

(2) Section 8 Management: (list below)

Section 8 Administration Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

1. Yes X 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)
- X PHA main administrative office
X PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

1. X 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:

The PHA's Hearing Procedures

After a hearing date is agreed to, the family may request to reschedule only upon showing "good cause," which is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family.

If a family does not appear at a scheduled hearing and has not rescheduled the hearing in advance, the family must contact the PHA within forty eight (48) hours, excluding weekends and holidays. The PHA will reschedule the hearing only if the family can show good cause for the failure to appear.

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

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.

____ 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 **SRI** 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:

X The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) *2004 CFP ORIGINAL*

-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.

b. If yes to question a, select one:

X The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) *2004 CFP ORIGINAL*

-or-

X 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.

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

2. Activity Description

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

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

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

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

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

2. Activity Description

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

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

<input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:)
<input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent
<input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units
<input type="checkbox"/> Other: (describe below)

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

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

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (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:

X Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

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

SRHA and Suffolk Department of Social Services (SDSS) have been fortunate to have a long fruitful partnership of twenty (20) plus years. Our agencies occupied the same office building providing staff of both agencies an unique opportunity to share client information, training and resources, with the inception of TANF (Temporary Assistance for Needy Families) and the Public Housing Reform Act of 1998, SRHA and SDSS have continued to work together to assist public housing residents and Section 8 Housing Choice Voucher participants.

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

X Client referrals

X Information sharing regarding mutual clients (for rent determinations and otherwise)

X 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

X Joint administration of other demonstration program

Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

X Public housing rent determination policies

Public housing admissions policies

X Section 8 admissions policies

Preference in admission to section 8 for certain public housing families

X 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

X 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)
<i>Home Management/Housekeeping</i>	<i>50</i>	<i>Staff Referral</i>	<i>Main Office</i>	<i>Section 8</i>
<i>Volunteer Program</i>	<i>10</i>	<i>Staff Referral</i>	<i>Main Office</i>	<i>Section 8</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2004Estimate)	Actual Number of Participants (As of:01/30/04)
Public Housing		
Section 8	15	48

b. X 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

All Residents that are required to meet the Community Service Requirement must performs eight (8) hours of community service per month. Some of the community service programs consist of:

- Assisting with community clean-up*
- Assisting in Community offices with clerical work*
- Working with Boys & Girls Scouts*
- Working with Kings Kids of America*
- Attending GED Classes*
- Attending Parenting Classes @ Suffolk Public Schools Parenting Classes*
- Work with Faith Based Organizations*

We also provided Residents with other Community Service Opportunities as they arrive. For example: Red Cross of America; Paw's for a Cause; and Girl Scouts Leadership Program.

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.

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)

Cypress Manor Apartments
Colander Bishop Meadows Apartments
Hoffler Apartments
Parker Riddick Apartments

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)

Cypress Manor Apartments
Colander Bishop Meadows Apartments
Hoffler Apartments
Parker Riddick Apartments

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

- X Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- X Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- X 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)

Cypress Manor Apartments
Colander Bishop Meadow Apartments
Hoffler Apartments
Parker Riddick Apartments
Chorey Park Apartments

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.

- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

CHAPTER 10

PET POLICY

INTRODUCTION

PHA’s have discretion to decide whether or not to develop policies pertaining to the keeping of pets in public housing units. This Chapter explains the PHA’s policies on the keeping of pets and any criteria or standards pertaining to the policy. The rules adopted are reasonably related to the legitimate interest of this PHA to provide a decent, safe and sanitary loving environment for all tenants, to protecting and preserving the physical condition of the property, and the financial interest of the PHA.

For the purpose of this policy, pets are common, domesticated household pets such as fish, birds and small pets such as hamsters. The following animals are prohibited: all bees, mantis, and so forth, all reptiles, ferrets and their like, and exotic animals such as, monkeys, pigs and so forth.

Residents will comply with the dwelling lease, which requires that no animals or pets, other than fish, birds, small pets such as hamsters are permitted on the premises. This does not apply to animals that are used to assist persons with disabilities. Nothing in this policy or the dwelling lease limits or impairs the right of persons with disabilities to own animals that are used to assist them.

A. MANAGEMENT APPROVAL OF PETS

Types of Pets Allowed

1. Birds: Registration not required
Maximum number: 2
Must be enclosed in a cage at all times.
2. Fish or Turtles: Registration not required
Maximum aquarium size: 10 gallons
3. Hamster or Gerbils ONLY; registration not required
Maximum number: 2
Must be enclosed in an acceptable cage at all times.
Must have any or all inoculations as specified now or in the future by State law or local ordinance.

B. PETS TEMPORARILY ON THE PREMISES

No pets are allowed to visit. This rule excludes visiting pet programs sponsored by the Humane Society or other non-profit organization. If an approved pet gives birth to a litter, the resident must remove all pets, with the exception of the original number allowed, immediately after weaning.

C. PERSONS WITH DISABILITIES

Pet standards will not be applied to animals who assist persons with disabilities. The resident/pet owner will be required to qualify animals (for exclusion from the pet policy) who assist persons with disabilities. Example below.

To be excluded from the pet policy, the resident/pet owner must certify:

- That there is a person with disabilities in the household;
- That the animal has been trained to assist with the specified disability; and
- That the animal actually assists the person with the disability.

D. ADDITIONAL FEES AND DEPOSITS FOR PETS

The resident/pet owner shall be required to pay a non refundable deposit of \$25.00 for the purpose of defraying all reasonable costs directly attributable to the presence of a pet, and to cover cost associated with a pet living on any Authority property. The non refundable fee of \$25.00 is due on or prior to the date the pet is properly registered and brought into the apartment. The non refundable pet fee is subject to the same regulations as defined in 55-248.11 of the *Virginia Landlord Tenant Act*.

The PHA reserves the right to change or increase the required deposit by amendment to these rules.

All reasonable expenses incurred by the PHA as the result of damages directly attributable to the presence of the pet will be the responsibility of the resident, including but not limited to:

The cost of cleaning, repairs and replacements to the dwelling unit or common areas frequented by the pet.

Any unit and adjacent areas occupied by a pet may be fumigated and treated when necessary. If the tenant is in occupancy when such costs occur, the tenant shall be billed for such costs as a current maintenance charge as defined in the lease, in excess of the pet fee.

If such expenses occur as the result of a move-out inspection, they will be deducted from the security deposit, in excess of the pet fee. In cases in which a pet fee has not been paid, such expenses will be treated as damage beyond fair wear and tear. The pet fee is non refundable.

E. ALTERATIONS TO UNIT

Residents/pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal.

F. PET RESTRICTIONS

Pet owners must agree to control the pet so that it does not create a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to loud or continuous yowling, whining, screeching, scratching, or other such activities.

Pets must be maintained with the resident's unit. When outside of the unit (within the building or on the grounds) pets must be carried and under the control of the resident or other responsible individual at all times. Pets are not allowed to be left outside the unit unattended.

Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.

Pets are not permitted to urinate or defecate in public areas.

The PHA shall have the right to have any pet immediately removed from the premises should it create a constant nuisance, be abandoned or inflict bodily harm on another resident, guest or PHA employee, or display a vicious nature.

G. CLEANLINESS REQUIREMENTS

Waste Removal Requirements. All animal waste shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin.

H. PET CARE

All residents/pet owners shall be responsible for adequate care, nutrition and medical attention for his/her pet.

Residents/pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.

I. RESPONSIBLE PARTIES

The resident/pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the 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.

J. PET RULE VIOLATIONS

Pet Rule Violation Notice

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Policy, written notice will be served.

The Notice will contain a brief statement of the factual basis for the determination and the pet policy/policies which were violated. The notice will also state:

1. That the resident/pet owner has five (5) business days from the date of the notice to request an informal grievance hearing to discuss the violation with the manager;
2. That the resident/pet owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

If the pet owner requests a meeting within the 5 business day period, the manager will schedule an informal hearing within seven calendar days of receipt of the request for a grievance.

K. NOTICE FOR PET REMOVAL

If the resident/pet owner and the PHA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the PHA, the PHA may serve notice to remove the pet.

The Notice shall contain:

1. a brief statement of the factual basis for the PHA's determination that the Pet Policy has been violated;
2. The requirement that the resident/pet owner must remove the pet within 21 days of the notice; and
3. a statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

L. TERMINATION OF TENANCY

The PHA may initiate procedures for termination of tenancy based on a pet rule violation if:

The pet owner has failed to remove the pet or correct a pet policy violation within the time period specified; and

The pet policy violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

M. PET REMOVAL

If the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the owner unable to care for the pet, (includes pets who are poorly cared for) the situation will be reported to the Responsible Party designated by the resident/pet owner.

Upon the death of any pet the resident/pet owner is responsible for disposing of the remains by placing the pet in a seal able, plastic bag and depositing the animal in a dumpster.

N. EMERGENCIES

The PHA will take all necessary steps to insure that pets which become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State or local entity authorized to remove such animals.

RESPONSIBLE PARTIES INFORMATION

ADMITTANCE AUTHORIZATION AND

RECEIPT OF NON REFUNDABLE PET FEE

RESIDENT NAME _____
ADDRESS _____
TELEPHONE NO. _____
UNIT NUMBER _____
DATE _____
TYPE OF PET/NAME OF PET _____

(1) **NAME** _____
ADDRESS _____
TELEPHONE NO. _____

(2) **NAME** _____
ADDRESS _____
TELEPHONE NO. _____

Receipt of payment of required non refundable pet policy:

Amount paid \$ _____ **Date paid** _____ **Initials** _____

The undersigned hereby acknowledges that s/he received a copy of the PHA's Pet Policy. The undersigned acknowledges that s/he understands the policy and will comply with the policy in all respects. The undersigned further acknowledges that failure to fully comply with the Pet Policy shall result in revoking permission to maintain the pet on the premises, or removal of the pet, or in extreme cases, termination of my lease.

SIGNATURE _____ **DATE** _____

WITNESS _____ **DATE** _____

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. X 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. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. X Yes No: Were there any findings as the result of that audit?
4. Yes X No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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. X Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
The HA met with the RAB on Friday, March 20, 2004 in the Board Room of SRHA to review the Annual Plan and Five Year Plan. The RAB gave favorable comments regarding the plan. A copy of the minutes is attached.
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
X Attached at Attachment (File name) VA025vd01
 Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
 Considered comments, but determined that no changes to the PHA Plan were necessary.
 The PHA changed portions of the PHA Plan in response to comments
List changes below:
 Other: (list below)

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

1. Yes X 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. X 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
X Self-nomination: Candidates registered with the PHA and requested a place on ballot
 Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

- X 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)

A. Statement of Consistency with the Consolidated Plan

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

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)

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

Other: (list below)

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

1. *To assist very low, low and moderate income homeowners with the rehabilitation of substandard housing.*
2. *To modernize public housing units.*
3. *To provide first time homeownership opportunities for low and moderate income households with children*
4. *Providing rental assistance to the extremely low and very low income households in need.*

D. Other Information Required by HUD

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

Annual Statement /Performance and Evaluation Report

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

PHA Name: <p style="text-align: center;">Suffolk Redevelopment & Housing Authority</p>	Grant Type and Number Capital Fund Program Grant No. VA36PO2550104 Replacement Housing Factor Grant No:	Federal FY of Grant: <p style="text-align: center;">2004</p>
--	---	--

<input checked="" type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2003		<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	\$75,000.00	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$7,500.00	\$0.00	\$0.00	\$0.00
4	1410 Administration	\$57,000.00	\$0.00	\$0.00	\$0.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$30,000.00	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$0.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$364,029.00	\$0.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$40,000.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2-20)	\$573,529.00	\$0.00	\$0.00	\$0.00
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security -- Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of line 21 Related to Security -- Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$40,000.00	\$0.00	\$0.00	\$0.00

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

Part II: Supporting Pages

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA36PO2550104 Replacement Housing Factor Grant No:			2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA25-004 Colander Bishop Meadows	Site:	1450			\$0.00	\$0.00	\$0.00	
			Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical:	1460			\$0.00	\$0.00	\$0.00	
			Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior:	1460			\$0.00	\$0.00	\$0.00	
			Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units:	1460			\$0.00	\$0.00	\$0.00	
			Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1			\$0.00	\$0.00	\$0.00	\$0.00
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Interior Common Areas: None	1470			\$0.00	\$0.00	\$0.00	\$0.00
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Site-Wide Facilities: None	1470			\$0.00	\$0.00	\$0.00	\$0.00
			Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Nondwelling Equipment: None	1475			\$0.00	\$0.00	\$0.00	\$0.00
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total,			Project Total:	\$0.00	\$0.00	\$0.00	\$0.00	

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

PHA Name:		Grant Type and Number					Federal FY of Grant:
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No.: VA36PO2550104 Replacement Housing Factor Grant No:					2004
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Training	1408	12/31/05		03/31/06			
	1410	12/31/05		03/31/05			
	1430	03/31/06		12/31/06			
HA-Wide Nonroutine vacancy prep.							
" Nonroutine PM repairs							
" Appliances							
" Vehicle replacement							
" Demolition (specify location[s])							
VA25-004 Colander Bishop Meadows							
VA 25-002 Cypress Manor							
Flooring		12/30/05		06/30/06			
VA 25-003 Parker Riddick							
Playground		06/30/05		09/30/05			
VA 25-005 Hoffler							
Flooring		12/30/05		06/30/06			
Exterior Doors		06/30/05		09/30/05			
VA 25-006 Chorey Park							
Cabinets		03/31/06		09/30/06			
Flooring		12/30/05		06/30/06			

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name: Suffolk Redevelopment & Housing Authority						<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No: ____
Development Number/Name/HA-Wide	Year 1 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY:	Work Statement for Year 3 FFY Grant: 2006 PHA FY:	Work Statement for Year 4 FFY Grant: 2007 PHA FY:	Work Statement for Year 5 FFY Grant: 2008 PHA FY:	
VA25-004, Colander Bishop Meadows	Annual Statement	\$0	\$0	\$0	\$354,029	
VA 25-002, Cypress Manor Apartments		\$0	\$50,000	\$0	\$0	
VA 25-003, Parker Riddick Apartments		\$94,029	\$340,000	\$264,029	\$0	
VA 25-005, Hoffler Apartments		\$200,000	\$0	\$140,000	\$0	
VA 25-006, Chorey Park Apartments		\$60,000	\$14,029	\$0	\$50,000	
		\$0	\$0	\$0	\$0	
		\$0	\$0	\$0	\$0	
		\$0	\$0	\$0	\$0	
HA-Wide Physical Activities		\$50,000	\$0	\$0	\$0	
HA-Wide Non-Physical Activities						
HA-Wide Contingency @ X%		\$0	\$0	\$0	\$0	
CFP Funds Listed for						
5-year planning		\$404,029	\$404,029	\$404,029	\$404,029	
Replacement Housing						
Factor Funds		\$0	\$0	\$0	\$0	

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

Activities for Year 1 2004	Activities for Year 2 FFY Grant: 2005 PHA FY:			Activities for Year 3 FFY Grant: 2006 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	HA-Wide Physical Improvements	HA-WIDE Site: Asphalt Repair	\$50,000	HA-Wide Physical Improvements	HA-WIDE Site: None	\$0
		Total Site:	\$50,000		Total Site:	\$0
		ON-DEMAND Mech. and Electrical: None	\$0		ON-DEMAND Mech. and Electrical: None	\$0
		Total M&E:	\$0		Total M&E:	\$0
		ON-DEMAND Building Exterior: None	\$0		ON-DEMAND Building Exterior: None	\$0
		Total B.E.:	\$0		Total B.E.:	\$0
		ON-DEMAND Dwelling Units: None	\$0		ON-DEMAND Dwelling Units: None	\$0
		Total DUs:	\$0		Total DUs:	\$0
		HA-WIDE Dwelling Equipment: None	\$0		HA-WIDE Dwelling Equipment: None	\$0
		Total D.E.:	\$0		Total D.E.:	\$0
		HA-WIDE Interior Common Areas: None	\$0		HA-WIDE Interior Common Areas: None	\$0
		Total ICAs:	\$0		Total ICAs:	\$0
		HA-WIDE Site-Wide Facilities: None	\$0		HA-WIDE Site-Wide Facilities: None	\$0
		Total SWFs:	\$0		Total SWFs:	\$0
		HA-WIDE Nondwelling Equipment: None	\$0		HA-WIDE Nondwelling Equipment: None	\$0
Total NDE:	\$0	Total NDE:	\$0			
Subtotal of Estimated Cost		\$50,000	Subtotal of Estimated Cost		\$0	

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

Activities for Year 1 2004	Activities for Year 4 FFY Grant: 2007 PHA FY:			Activities for Year 5 FFY Grant: 2008 PHA FY:								
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost						
	HA-Wide Physical Improvements	HA-WIDE Site: None	\$0	HA-Wide Physical Improvements	HA-WIDE Site: None	\$0						
		Total Site:	\$0		Total Site:	\$0						
		ON-DEMAND Mech. and Electrical: None	\$0		ON-DEMAND Mech. and Electrical: None	\$0						
		Total M&E:	\$0			Total M&E:	\$0					
		ON-DEMAND Building Exterior: None	\$0			ON-DEMAND Building Exterior: None	\$0					
		Total B.E.:	\$0				Total B.E.:	\$0				
		ON-DEMAND Dwelling Units: None	\$0				ON-DEMAND Dwelling Units: None	\$0				
		Total DUs:	\$0					Total DUs:	\$0			
		HA-WIDE Dwelling Equipment: None	\$0					HA-WIDE Dwelling Equipment: None	\$0			
		Total D.E.:	\$0						Total D.E.:	\$0		
		HA-WIDE Interior Common Areas: None	\$0						HA-WIDE Interior Common Areas: None	\$0		
		Total ICAs:	\$0							Total ICAs:	\$0	
		HA-WIDE Site-Wide Facilities: None	\$0							HA-WIDE Site-Wide Facilities: None	\$0	
		Total SWFs:	\$0								Total SWFs:	\$0
		HA-WIDE Nondwelling Equipment: None	\$0								HA-WIDE Nondwelling Equipment: None	\$0
Total NDE:	\$0	Total NDE:	\$0									
Subtotal of Estimated Cost	\$0	Subtotal of Estimated Cost	\$0									

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

Activities for Year 1 2004	Activities for Year 2 FFY Grant: 2005 PHA FY:			Activities for Year 3 FFY Grant: 2006 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	VA25-004, Colander Bishop Meadows	Site:		VA25-004, Colander Bishop Meadows	Site:	
		None	\$0	None	None	\$0
		Total Site:	\$0	Total Site:	Total Site:	\$0
		Mechanical and Electrical:		Mechanical and Electrical:	Mechanical and Electrical:	
		None	\$0	None	None	\$0
		Total M&E:	\$0	Total M&E:	Total M&E:	\$0
		Building Exterior:		Building Exterior:	Building Exterior:	
		None	\$0	None	None	\$0
		Total B.E.:	\$0	Total B.E.:	Total B.E.:	\$0
		Dwelling Units:		Dwelling Units:	Dwelling Units:	
		None	\$0	None	None	\$0
		Total DUs:	\$0	Total DUs:	Total DUs:	\$0
		Dwelling Equipment:		Dwelling Equipment:	Dwelling Equipment:	
		None	\$0	None	None	\$0
		Total D.E.:	\$0	Total D.E.:	Total D.E.:	\$0
		Interior Common Areas:		Interior Common Areas:	Interior Common Areas:	
		None	\$0	None	None	\$0
Total ICAs:	\$0	Total ICAs:	Total ICAs:	\$0		
Site-Wide Facilities:		Site-Wide Facilities:	Site-Wide Facilities:			
None	\$0	None	None	\$0		
Total SWFs:	\$0	Total SWFs:	Total SWFs:	\$0		
Nondwelling Equipment:		Nondwelling Equipment:	Nondwelling Equipment:			
None	\$0	None	None	\$0		
Total NDE:	\$0	Total NDE:	Total NDE:	\$0		
Subtotal of Estimated Cost		\$0	Subtotal of Estimated Cost		\$0	

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

Activities for Year 1 2004	Activities for Year 4 FFY Grant: 2007 PHA FY:			Activities for Year 5 FFY Grant: 2008 PHA FY:			
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	
	VA25-004, Colander Bishop Meadows	Site:		VA25-004, Colander Bishop Meadows	Site:		
		None	\$0		None	\$0	
		Total Site:	\$0		Total Site:	\$0	
		Mechanical and Electrical:			Mechanical and Electrical:		
		None	\$0		New Gas Furnaces	\$250,000	
		Total M&E:	\$0		Total M&E:	\$250,000	
		Building Exterior:			Building Exterior:		
					None	\$0	
		Total B.E.:	\$0		Total B.E.:	\$0	
		Dwelling Units:			Dwelling Units:		
					Flooring	\$104,029	
		Total DUs:	\$0		Total DUs:	\$104,029	
		Dwelling Equipment:			Dwelling Equipment:		
		None	\$0		None	\$0	
		Total D.E.:	\$0		Total D.E.:	\$0	
		Interior Common Areas:			Interior Common Areas:		
		None	\$0		None	\$0	
Total ICAs:	\$0		Total ICAs:	\$0			
Site-Wide Facilities:			Site-Wide Facilities:				
None	\$0		None	\$0			
Total SWFs:	\$0		Total SWFs:	\$0			
Nondwelling Equipment:			Nondwelling Equipment:				
None	\$0		None	\$0			
Total NDE:	\$0		Total NDE:	\$0			
	Subtotal of Estimated Cost		\$0	Subtotal of Estimated Cost		\$354,029	

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

Activities for Year 1 2004	Activities for Year 2 FFY Grant: 2005 PHA FY:			Activities for Year 3 FFY Grant: 2006 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	VA 25-002, Cypress Manor Apartments	Site: None	\$0	VA 25-002, Cypress Manor Apartments	Site: None	\$0
		Total Site:	\$0		Total Site:	\$0
		Mechanical and Electrical:			Mechanical and Electrical: Furnance Upgrade	\$50,000
		Total M&E:	\$0			Total M&E:
		Building Exterior: None	\$0		Building Exterior: None	\$0
		Total B.E.:	\$0			Total B.E.:
		Dwelling Units:			Dwelling Units:	\$0
		Total DUs:	\$0			Total DUs:
		Dwelling Equipment: None	\$0		Dwelling Equipment: None	\$0
		Total D.E.:	\$0			Total D.E.:
		Interior Common Areas:			Interior Common Areas: None	\$0
		Total ICAs:	\$0			Total ICAs:
		Site-Wide Facilities:			Site-Wide Facilities: None	\$0
		Total SWFs:	\$0			Total SWFs:
Nondwelling Equipment: None	\$0	Nondwelling Equipment: None	\$0			
Total NDE:	\$0		Total NDE:	\$0		
Subtotal of Estimated Cost		\$0	Subtotal of Estimated Cost		\$50,000	

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

Activities for Year 1 2004	Activities for Year 4 FFY Grant: 2007 PHA FY:			Activities for Year 5 FFY Grant: 2008 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	VA 25-002, Cypress Manor Apartments	Site:		VA 25-002, Cypress Manor Apartments	Site:	
		Total Site:	\$0	Total Site:	\$0	
		Mechanical and Electrical:		Mechanical and Electrical:		
		None	\$0	None	\$0	
		Total M&E:	\$0	Total M&E:	\$0	
		Building Exterior:		Building Exterior:		
		None	\$0	None	\$0	
		Total B.E.:	\$0	Total B.E.:	\$0	
		Dwelling Units:		Dwelling Units:		
		Total DUs:	\$0	Total DUs:	\$0	
		Dwelling Equipment:		Dwelling Equipment:		
		None	\$0	None	\$0	
		Total D.E.:	\$0	Total D.E.:	\$0	
		Interior Common Areas:		Interior Common Areas:		
		None	\$0	None	\$0	
Total ICAs:	\$0	Total ICAs:	\$0			
Site-Wide Facilities:		Site-Wide Facilities:				
None	\$0	None	\$0			
Total SWFs:	\$0	Total SWFs:	\$0			
Nondwelling Equipment:		Nondwelling Equipment:				
None	\$0	None	\$0			
Total NDE:	\$0	Total NDE:	\$0			
	Subtotal of Estimated Cost		\$0	Subtotal of Estimated Cost		\$0

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

Activities for Year 1 2004	Activities for Year 2 FFY Grant: 2005 PHA FY:			Activities for Year 3 FFY Grant: 2006 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	VA 25-003, Parker Riddick Apartments	Site:		VA 25-003, Parker Riddick Apartments	Site:	
		Total Site:	\$0		Total Site:	\$0
		Mechanical and Electrical:			Mechanical and Electrical:	
		None	\$0		None	\$0
		Total M&E:	\$0		Total M&E:	\$0
		Building Exterior:			Building Exterior:	
		None	\$0		Roofs and Siding	\$340,000
		Total B.E.:	\$0		Total B.E.:	\$340,000
		Dwelling Units:			Dwelling Units:	
		Flooring	\$94,029			
		Total DUs:	\$94,029		Total DUs:	\$0
		Dwelling Equipment:			Dwelling Equipment:	
		None	\$0		None	\$0
		Total D.E.:	\$0		Total D.E.:	\$0
		Interior Common Areas:			Interior Common Areas:	
	None	\$0		None	\$0	
	Total ICAs:	\$0		Total ICAs:	\$0	
	Site-Wide Facilities:			Site-Wide Facilities:		
	None	\$0		None	\$0	
	Total SWFs:	\$0		Total SWFs:	\$0	
	Nondwelling Equipment:			Nondwelling Equipment:		
	None	\$0		None	\$0	
	Total NDE:	\$0		Total NDE:	\$0	
	Subtotal of Estimated Cost		\$94,029	Subtotal of Estimated Cost		\$340,000

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

Activities for Year 1 2004	Activities for Year 4 FFY Grant: 2007 PHA FY:			Activities for Year 5 FFY Grant: 2008 PHA FY:								
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost						
	VA 25-003, Parker Riddick Apartments	Site: None	\$0	VA 25-003, Parker Riddick Apartments	Site: None	\$0						
		Total Site:	\$0		Total Site:	\$0						
		Mechanical and Electrical: None	\$0		VA 25-003, Parker Riddick Apartments	Mechanical and Electrical: None	\$0					
		Total M&E:	\$0			Total M&E:	\$0					
		Building Exterior: None	\$0			VA 25-003, Parker Riddick Apartments	Building Exterior: None	\$0				
		Total B.E.:	\$0				Total B.E.:	\$0				
		Dwelling Units: Kitchens	\$264,029				VA 25-003, Parker Riddick Apartments	Dwelling Units: None	\$0			
		Total DUs:	\$264,029					Total DUs:	\$0			
		Dwelling Equipment: None	\$0					VA 25-003, Parker Riddick Apartments	Dwelling Equipment: None	\$0		
		Total D.E.:	\$0						Total D.E.:	\$0		
		Interior Common Areas: None	\$0						VA 25-003, Parker Riddick Apartments	Interior Common Areas: None	\$0	
		Total ICAs:	\$0							Total ICAs:	\$0	
		Site-Wide Facilities: None	\$0							VA 25-003, Parker Riddick Apartments	Site-Wide Facilities: None	\$0
		Total SWFs:	\$0								Total SWFs:	\$0
		Nondwelling Equipment: None	\$0								VA 25-003, Parker Riddick Apartments	Nondwelling Equipment: None
Total NDE:	\$0	Total NDE:	\$0									
Subtotal of Estimated Cost		\$264,029	Subtotal of Estimated Cost									\$0

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

Activities for Year 1 2004	Activities for Year 2 FFY Grant: 2005 PHA FY:			Activities for Year 3 FFY Grant: 2006 PHA FY:								
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost						
	VA 25-005, Hoffler Apartments	Site: None	\$0	VA 25-005, Hoffler Apartments	Site: None	\$0						
		Total Site:	\$0		Total Site:	\$0						
		Mechanical and Electrical: None	\$0		VA 25-005, Hoffler Apartments	Mechanical and Electrical: None	\$0					
		Total M&E:	\$0			Total M&E:	\$0					
		Building Exterior: Siding	\$200,000			VA 25-005, Hoffler Apartments	Building Exterior:					
		Total B.E.:	\$200,000				Total B.E.:	\$0				
		Dwelling Units:					VA 25-005, Hoffler Apartments	Dwelling Units: None	\$0			
		Total DUs:	\$0					Total DUs:	\$0			
		Dwelling Equipment: None	\$0					VA 25-005, Hoffler Apartments	Dwelling Equipment: None	\$0		
		Total D.E.:	\$0						Total D.E.:	\$0		
		Interior Common Areas:							VA 25-005, Hoffler Apartments	Interior Common Areas:		
		Total ICAs:	\$0							Total ICAs:	\$0	
		Site-Wide Facilities: None	\$0							VA 25-005, Hoffler Apartments	Site-Wide Facilities: None	\$0
		Total SWFs:	\$0								Total SWFs:	\$0
Nondwelling Equipment: None	\$0	VA 25-005, Hoffler Apartments	Nondwelling Equipment: None	\$0								
Total NDE:	\$0		Total NDE:	\$0								
Subtotal of Estimated Cost			\$200,000	Subtotal of Estimated Cost							\$0	

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

Activities for Year 1 2004	Activities for Year 4 FFY Grant: 2007 PHA FY:			Activities for Year 5 FFY Grant: 2008 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	VA 25-005, Hoffler Apartments	Site:		VA 25-005, Hoffler Apartments	Site:	
		Total Site:	\$0	Total Site:	\$0	
		Mechanical and Electrical:		Mechanical and Electrical:		
		None	\$0	None	\$0	
		Total M&E:	\$0	Total M&E:	\$0	
		Building Exterior:		Building Exterior:		
		Roofs	\$140,000	None	\$0	
		Total B.E.:	\$140,000	Total B.E.:	\$0	
		Dwelling Units:		Dwelling Units:		
		None	\$0	None	\$0	
		Total DUs:	\$0	Total DUs:	\$0	
		Dwelling Equipment:		Dwelling Equipment:		
		None	\$0	None	\$0	
		Total D.E.:	\$0	Total D.E.:	\$0	
Interior Common Areas:		Interior Common Areas:				
None	\$0	None	\$0			
Total ICAs:	\$0	Total ICAs:	\$0			
Site-Wide Facilities:		Site-Wide Facilities:				
None	\$0	None	\$0			
Total SWFs:	\$0	Total SWFs:	\$0			
Nondwelling Equipment:		Nondwelling Equipment:				
None	\$0	None	\$0			
Total NDE:	\$0	Total NDE:	\$0			
	Subtotal of Estimated Cost		\$140,000	Subtotal of Estimated Cost		\$0

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

Activities for Year 1 2004	Activities for Year 2 FFY Grant: 2005 PHA FY:			Activities for Year 3 FFY Grant: 2006 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	VA 25-006, Chorey Park Apartments	Site:		VA 25-006, Chorey Park Apartments	Site:	
					None	\$0
		Total Site:	\$0	Total Site:	\$0	
		Mechanical and Electrical:		Mechanical and Electrical:		
		None	\$0	Elevator Upgrade	\$14,029	
		Total M&E:	\$0	Total M&E:	\$14,029	
		Building Exterior:		Building Exterior:		
		Roof	\$60,000	None	\$0	
		Total B.E.:	\$60,000	Total B.E.:	\$0	
		Dwelling Units:		Dwelling Units:		
		Total DUs:	\$0	Total DUs:	\$0	
		Dwelling Equipment:		Dwelling Equipment:		
		None	\$0	None	\$0	
		Total D.E.:	\$0	Total D.E.:	\$0	
		Interior Common Areas:		Interior Common Areas:		
		None	\$0			
Total ICAs:	\$0	Total ICAs:	\$0			
Site-Wide Facilities:		Site-Wide Facilities:				
None	\$0	None	\$0			
Total SWFs:	\$0	Total SWFs:	\$0			
Nondwelling Equipment:		Nondwelling Equipment:				
None	\$0	None	\$0			
Total NDE:	\$0	Total NDE:	\$0			
Subtotal of Estimated Cost		\$60,000	Subtotal of Estimated Cost		\$14,029	

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

Activities for Year 1 2004	Activities for Year 4 FFY Grant: 2007 PHA FY:			Activities for Year 5 FFY Grant: 2008 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	VA 25-006, Chorey Park Apartments	Site: None	\$0	VA 25-006, Chorey Park Apartments	Site:	
		Total Site:	\$0		Total Site:	\$0
		Mechanical and Electrical: None	\$0		Mechanical and Electrical: Elevator	\$50,000
		Total M&E:	\$0			Total M&E:
		Building Exterior:			Building Exterior: None	\$0
		Total B.E.:	\$0			Total B.E.:
		Dwelling Units:			Dwelling Units: None	\$0
		Total DUs:	\$0			Total DUs:
		Dwelling Equipment: None	\$0		Dwelling Equipment: None	\$0
		Total D.E.:	\$0			Total D.E.:
		Interior Common Areas: None	\$0		Interior Common Areas: None	\$0
		Total ICAs:	\$0			Total ICAs:
		Site-Wide Facilities: None	\$0		Site-Wide Facilities: None	\$0
		Total SWFs:	\$0			Total SWFs:
Nondwelling Equipment: None	\$0	Nondwelling Equipment:				
Total NDE:	\$0		Total NDE:	\$0		
	Subtotal of Estimated Cost		\$0	Subtotal of Estimated Cost		\$50,000

Annual Statement /Performance and Evaluation Report

04/19/04

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part I: Summary

PHA Name: Suffolk Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No. VA36PO2550102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
---	--	---

<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 r period:	31-Dec-03	<input type="checkbox"/> Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$61,693.00	\$59,100.00	\$59,100.00	\$59,100.00
3	1408 Management Improvements	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
4	1410 Administration	\$77,117.00	\$73,874.00	\$0.00	\$0.00
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$53,000.00	\$51,712.00	\$51,712.00	\$28,480.71
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$36,000.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$532,356.00	\$577,420.86	\$178,688.50	\$112,816.73
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$5,000.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2-20)	\$771,166.00	\$768,106.86	\$295,500.50	\$206,397.44
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security -- Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of line 21 Related to Security -- Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$296,909.00	\$98,606.00	\$0.00	\$0.00

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

Part II: Supporting Pages

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA36PO2550102 Replacement Housing Factor Grant No:			2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide Mgmt. Improvmts	1) Training	1408	Total 1408	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	
						\$0.00	\$0.00	
HA-Wide Admin	Funding for PHA Staff @ 10% of the annual grant amount in accordance with approved salary allocation plan	1410		\$77,117.00	\$73,874.00	\$0.00	\$0.00	
HA-Wide Fees and Costs	A & E services @ 7% of the annual grant amount, based on actual scope of design work	1430		\$53,000.00	\$51,712.00	\$51,712.00	\$28,480.71	
HA-Wide	Nonroutine vacancy prep.	1460		\$0.00	\$0.00	\$0.00	\$0.00	
"	Nonroutine PM repairs	1460		\$0.00	\$0.00	\$0.00	\$0.00	
"	Appliances	1465		\$0.00	\$0.00	\$0.00	\$0.00	
"	Vehicle replacement	1475		\$0.00	\$0.00	\$0.00	\$0.00	
"	Demolition (specify location[s])	1485		\$0.00	\$0.00	\$0.00	\$0.00	
"	Relocation expenses	1495.1		\$0.00	\$0.00	\$0.00	\$0.00	

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

PHA Name:		Grant Type and Number			Federal FY of Grant:				
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA36PO2550102 Replacement Housing Factor Grant No:			2002				
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
VA25-004 Colander Bishop Meadows	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	Completed	
			Total Site:	\$0.00	\$0.00	\$0.00	\$0.00		
	Mechanical and Electrical:	1460			\$0.00	\$0.00	\$0.00		
			Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00		
	Building Exterior: Siding	1460			\$59,909.00	\$12,000.00	\$0.00		\$0.00
			Total B.E.:	\$59,909.00	\$12,000.00	\$0.00	\$0.00		
	Dwelling Units: Kitchens, Phase II & Blinds	1460			\$80,447.00	\$80,447.00	\$63,997.75		\$63,997.75
			Total DUs:	\$80,447.00	\$80,447.00	\$63,997.75	\$63,997.75		
	Dwelling Equipment: None	1465.1			\$0.00	\$0.00	\$0.00		\$0.00
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00		
	Interior Common Areas: None	1470			\$0.00	\$0.00	\$0.00		\$0.00
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00		
	Site-Wide Facilities: None	1470			\$0.00	\$0.00	\$0.00		\$0.00
			Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00		
Nondwelling Equipment: None	1475			\$0.00	\$0.00	\$0.00	\$0.00		
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00			
Total,			Project Total:	\$140,356.00	\$92,447.00	\$63,997.75	\$63,997.75		

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

PHA Name:		Grant Type and Number			Federal FY of Grant:				
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA36PO2550102 Replacement Housing Factor Grant No:			2002				
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
VA25-002 Cypress Manor Apartments	Site: Landscape	1450		\$18,000.00	\$0.00	\$0.00	\$0.00	In Progress In Progress	
			Total Site:	\$18,000.00	\$0.00	\$0.00	\$0.00		
	Mechanical and Electrical: Electrical Upgrade	1460			\$25,000.00	\$0.00	\$0.00		
			Total M&E:	\$0.00	\$25,000.00	\$0.00	\$0.00		
	Building Exterior: Windows, Blinds and Sheds Roofs, additional work from 2001	1460			\$53,000.00	\$46,759.25 \$34,214.61	\$39,101.75		\$3,045.98
			Total B.E.:	\$53,000.00	\$80,973.86	\$39,101.75	\$3,045.98		
	Dwelling Units: Tub Enclosure, floor & Blinds	1460				\$99,000.00	\$29,816.00		\$0.00
			Total DUs:	\$0.00	\$99,000.00	\$29,816.00	\$0.00		
	Dwelling Equipment: None	1465.1			\$0.00	\$0.00	\$0.00		\$0.00
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
	Interior Common Areas: None	1470			\$0.00	\$0.00	\$0.00		\$0.00
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
	Site-Wide Facilities: None	1470			\$0.00	\$0.00	\$0.00		\$0.00
			Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Nondwelling Equipment: None	1475			\$0.00	\$0.00	\$0.00	\$0.00		
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Total,			Project Total:	\$71,000.00	\$204,973.86	\$68,917.75	\$3,045.98		

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA36PO2550102 Replacement Housing Factor Grant No:			2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA25-003 Parker Riddick Apartments	Site: Landscape	1450		\$18,000.00	\$0.00	\$0.00	\$0.00	Completed
			Total Site:	\$18,000.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: New Roof	1460		\$140,000.00	\$140,000.00	\$34,002.00	\$34,002.00	
			Total B.E.:	\$140,000.00	\$140,000.00	\$34,002.00	\$34,002.00	
	Dwelling Units: Bathroom Tub Enclosure	1460		\$77,000.00	\$0.00	\$0.00	\$0.00	
			Total DUs:	\$77,000.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	
Nondwelling Equipment: None	1475		\$0.00	\$0.00	\$0.00	\$0.00		
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
Total,			Project Total:	\$235,000.00	\$140,000.00	\$34,002.00	\$34,002.00	

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA36PO2550102 Replacement Housing Factor Grant No:			2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA25-005 Hoffler Apartments	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	Floor Supports Completed
			Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units: Bathrooms and Floor Supports	1460		\$80,000.00	\$95,000.00	\$4,825.00	\$4,825.00	
			Total DUs:	\$80,000.00	\$95,000.00	\$4,825.00	\$4,825.00	
	Dwelling Equipment: None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	
Nondwelling Equipment: None	1475		\$0.00	\$0.00	\$0.00	\$0.00		
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
Total,			Project Total:	\$80,000.00	\$95,000.00	\$4,825.00	\$4,825.00	

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA36PO2550102 Replacement Housing Factor Grant No:			2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA25-006 Chorey Park Apartments	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	Completed
			Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: Elevator Upgrade	1460		\$12,000.00	\$10,000.00	\$6,946.00	\$6,946.00	
			Total M&E:	\$12,000.00	\$10,000.00	\$6,946.00	\$6,946.00	
	Building Exterior: Seal Dryvit and New Awning	1460		\$30,000.00	\$35,000.00	\$0.00	\$0.00	
			Total B.E.:	\$30,000.00	\$35,000.00	\$0.00	\$0.00	
	Dwelling Units: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities: Storage Building	1470		\$5,000.00	\$0.00	\$0.00	\$0.00	
			Total SWFs:	\$5,000.00	\$0.00	\$0.00	\$0.00	
Nondwelling Equipment: None	1475		\$0.00	\$0.00	\$0.00	\$0.00		
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
Total,			Project Total:	\$47,000.00	\$45,000.00	\$6,946.00	\$6,946.00	

Annual Statement /Performance and Evaluation Report

04/19/04

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part I: Summary

PHA Name: <p style="text-align: center;">Suffolk Redevelopment & Housing Authority</p>	Grant Type and Number Capital Fund Program Grant No. VA36PO2550101 Replacement Housing Factor Grant No:	Federal FY of Grant: <p style="text-align: center;">2001</p>
--	---	--

<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:	31-Dec-03	<input type="checkbox"/> Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised (2)	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$90,000.00	\$100,000.00	\$100,000.00	\$100,000.00
3	1408 Management Improvements	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
4	1410 Administration	\$75,595.00	\$29,190.88	\$29,190.88	\$23,893.33
5	1411 Audit	\$0.00	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$90,929.00	\$51,376.00	\$51,376.00	\$51,376.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$0.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$507,142.00	\$488,099.12	\$488,099.12	\$441,695.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$95,000.00	\$95,000.00	\$89,618.90
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2-20)	\$771,166.00	\$771,166.00	\$771,166.00	\$714,083.23
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security -- Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of line 21 Related to Security -- Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$191,211.00	\$191,211.00	\$133,949.08	\$133,949.08

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

PHA Name: Suffolk Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program Grant No VA 36PO2550101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001		
---	--	--	--	--	-------------------------------------	--	--

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide Mgmt. Improvmts	1) Management Improvements	1408	Total 1408	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	Moved \$46,404.12 to 1460 Account CBM Building Exterior
		"		\$0.00	\$0.00			
		"		\$0.00	\$0.00			
				\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	
HA-Wide Admin	Funding for PHA Staff @ 10% of the annual grant amount in accordance with approved salary allocation plan	1410		\$75,595.00	\$29,190.88	\$29,190.88	\$23,893.33	
HA-Wide Fees and Costs	A & E services @ 7% of the annual grant amount, based on actual scope of design work	1430		\$90,929.00	\$51,376.00	\$51,376.00	\$51,376.00	
HA-Wide	Nonroutine vacancy prep.	1460		\$0.00	\$0.00	\$0.00	\$0.00	
"	Nonroutine PM repairs	1460		\$0.00	\$0.00	\$0.00	\$0.00	
"	Appliances	1465		\$0.00	\$0.00	\$0.00	\$0.00	
"	Vehicle replacement	1475		\$0.00	\$0.00	\$0.00	\$0.00	
"	Demolition (specify location[s])	1485		\$0.00	\$0.00	\$0.00	\$0.00	
"	Relocation expenses	1495.1		\$0.00	\$0.00	\$0.00	\$0.00	

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA 36PO2550101 Replacement Housing Factor Grant No:			2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA25-002 Cypress Manor	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	
			Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: New Roofs, Phase 1	1460		\$158,846.00	\$105,833.00	\$105,833.00	\$105,833.00	
			Total B.E.:	\$158,846.00	\$105,833.00	\$105,833.00	\$105,833.00	
	Dwelling Units: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	
Nondwelling Equipment: None	1475		\$0.00	\$0.00	\$0.00	\$0.00		
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
Total,			Project Total:	\$158,846.00	\$105,833.00	\$105,833.00	\$105,833.00	

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA 36PO2550101 Replacement Housing Factor Grant No:			2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised (2)	Obligated	Expended	
VA25-004 Colander Bishop Meadows Homes	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	\$46,404.12 moved from 1410 account
			Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: Window Installation & Siding	1460		\$191,211.00	\$180,353.20	\$180,353.20	\$133,949.08	
			Total B.E.:	\$191,211.00	\$180,353.20	\$180,353.20	\$133,949.08	
	Dwelling Units: Kitchens, Phase 1	1460		\$157,085.00	\$201,912.92	\$201,912.92	\$201,912.92	
			Total DUs:	\$157,085.00	\$201,912.92	\$201,912.92	\$201,912.92	
	Dwelling Equipment: None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
		Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00		
Nondwelling Equipment: None	1475		\$0.00	\$0.00	\$0.00	\$0.00		
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
Total,			Project Total:	\$348,296.00	\$382,266.12	\$382,266.12	\$335,862.00	

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA 36PO2550101 Replacement Housing Factor Grant No:			2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
All Sites	Site: None	1450		\$0.00	\$0.00	\$0.00	\$0.00	
			Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities: Repair/Seal&Stripe Parking Lots@ all sites Security Lites Handicapped Sign Repair VA25-006 Chorey Sidewalk VA25-006 Chorey Canopy VA25--002 Cypress Postal Mail Pad VA25-004 CBM Sidewalk	1470		\$0.00	\$95,000.00	\$26,292.47 \$30,667.93 \$8,970.00 \$2,750.00 \$3,867.50 \$2,565.00 \$19,887.10	\$26,292.47 \$30,667.93 \$8,970.00 \$2,750.00 \$3,867.50 \$2,565.00 \$14,506.00	Completed Completed Completed Completed Completed Completed Completed
			Total SWFs:	\$0.00	\$95,000.00	\$95,000.00	\$89,618.90	
Nondwelling Equipment:								

	None	1475		\$0.00	\$0.00	\$0.00	\$0.00
			Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00
Total,			Project Total:	\$0.00	\$95,000.00	\$95,000.00	\$89,618.90

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

PHA Name:		Grant Type and Number			Federal FY of Grant:		
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No.: VA 36PO2550101 Replacement Housing Factor Grant No:			2001		
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1) Managen	1406	09/31/03	09/31/03	12/31/03	09/31/04	09/31/04	03/31/02
0	1408	09/31/03	09/31/03	03/31/02	09/31/04	09/31/04	06/30/03
0	1410	09/31/03	09/31/03	03/31/02	09/31/04	09/31/04	
	1430	09/31/03	09/31/03	12/31/03	09/31/04	09/31/04	12/31/03
HA-Wide Nonroutine vacancy prep.							
" Nonroutine PM repairs							
" Appliances							
" Vehicle replacement							
" Demolition (specify location[s])							
VA25-002 Cypress							
New Roofs, Phase 1	09/31/03	09/31/03	09/30/02	09/31/04	09/31/04	09/31/03	
VA25-004 Colander Bishop							
Windows	09/31/03	09/31/03	03/31/02	09/31/04	09/31/04	12/31/02	
Kitchens, Phase 1	09/31/03	09/31/03	09/31/02	09/31/04	09/31/04	06/30/03	
Siding		12/30/03			09/31/04		

Annual Statement /Performance and Evaluation Report

04/19/04

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

PHA Name: Suffolk Redevelopment & Housing Authority	Grant Type and Number Capital Fund Program Grant No. VA36PO2550103 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:	31-Dec-03	<input type="checkbox"/> Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	\$53,874.00	\$75,000.00	\$75,000.00	\$73,874.00
3	1408 Management Improvements	\$6,000.00	\$6,000.00	\$0.00	\$0.00
4	1410 Administration	\$73,874.00	\$57,000.00	\$0.00	\$0.00
5	1411 Audit	\$10,000.00	\$10,000.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0.00	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$59,100.00	\$40,000.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$75,530.00	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$440,361.00	\$385,539.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$20,000.00	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$0.00	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$0.00	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$0.00	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0.00	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0.00	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Cost	\$0.00	\$0.00	\$0.00	\$0.00
18	1499 Development Activities	\$0.00	\$0.00	\$0.00	\$0.00
19	1501 Collateralization or Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
20	1502 Contingency	\$0.00	\$0.00	\$0.00	\$0.00
21	Amount of Annual Grant: (sum of lines 2-20)	\$738,739.00	\$573,539.00	\$75,000.00	\$73,874.00
22	Amount of line 21 Related to LBP Activities	\$0.00	\$0.00	\$0.00	\$0.00
23	Amount of line 21 Related to Section 504 Compliance	\$0.00	\$0.00	\$0.00	\$0.00
24	Amount of line 21 Related to Security -- Soft Costs	\$0.00	\$0.00	\$0.00	\$0.00
25	Amount of line 21 Related to Security -- Hard Costs	\$0.00	\$0.00	\$0.00	\$0.00
26	Amount of line 21 Related to Energy Conservation Measures	\$69,000.00	\$52,000.00	\$0.00	\$0.00

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

PHA Name:		Grant Type and Number			Federal FY of Grant:			
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No VA36PO2550103 Replacement Housing Factor Grant No:			2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
VA 25-006 Chorey Park Apartments	Site: Signage	1450		\$1,500.00	\$0.00	\$0.00	\$0.00	
			Total Site:	\$1,500.00	\$0.00	\$0.00	\$0.00	
	Mechanical and Electrical: Water Heater and Exterior Faucets	1460		\$14,400.00	\$0.00	\$0.00	\$0.00	
			Total M&E:	\$14,400.00	\$0.00	\$0.00	\$0.00	
	Building Exterior: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Units: None	1460		\$0.00	\$0.00	\$0.00	\$0.00	
			Total DUs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Dwelling Equipment: None	1465.1		\$0.00	\$0.00	\$0.00	\$0.00	
			Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
	Interior Common Areas: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total ICAs:	\$0.00	\$0.00	\$0.00	\$0.00	
	Site-Wide Facilities: None	1470		\$0.00	\$0.00	\$0.00	\$0.00	
			Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	
Nondwelling Equipment: None	1475		\$0.00	\$0.00	\$0.00	\$0.00		
		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00		
Total,			Project Total:	\$15,900.00	\$0.00	\$0.00	\$0.00	

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

PHA Name:		Grant Type and Number					Federal FY of Grant:	
Suffolk Redevelopment & Housing Authority		Capital Fund Program Grant No.: VA36PO2550103 Replacement Housing Factor Grant No:					2003	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
Training	1406	03/31/05	03/31/05	09/30/03	03/31/06	03/31/06		
	1408	03/31/05	03/31/05	09/30/03	03/31/06	03/31/06		
	1410	03/31/05	03/31/05		03/31/06	03/31/06		
	1411	03/31/05	03/31/05	09/30/03	03/31/06	03/31/06		
	1430	03/31/05	03/31/05	09/30/03	03/31/06	03/31/06		
HA-Wide Nonroutine vacancy prep.								
" Nonroutine PM repairs								
" Appliances								
" Vehicle replacement								
" Demolition (specify location[s])								
VA25-004 Colander								
Exterior Doors			03/31/05			03/31/06		
Bathrooms	03/31/05	03/31/05		03/31/06		03/31/06		
VA 25-002 Cypress Manor	03/31/05			03/31/06				
VA 25-003 Parker Riddick	03/31/05			03/31/06				
Bathrooms	03/31/05	03/31/05		03/31/06	03/31/06			
VA 25-005 Hoffer	03/31/05			03/31/06				
VA 25-006 Chorey Park	03/31/05			03/31/06				

ANNUAL PLAN
March 19, 2004

Presided by: Theresa Provost - Development Director and Sybil Bullock-Young, Public Housing Operations Director

Notes: One resident present:

1. Vickey L. Parrish - President Colander Bishop Meadows Resident Council

Ms. Provost opened the meeting explaining the different aspects of the Annual Plan that is submitted each year to HUD. The plan provides information on Public Housing development and outside community development. We are awarded approximately \$770,000.00 each year.

Ms. Provost explained that community meetings had been held letting the residents know the plans for their site providing no emergencies arose. She explained the meat of the plan and where the information is maintained. Also, Section 8 and Public Housing scores with HUD determine continued funding. The Annual plan is the tool used to keep the PHA on track and provides the goals that have been set.

There are 5 strategic goals: We have departmental goals to help us to meet the strategic goals.

1. Affordable housing: decrease vacancies
2. Promote self-sufficiency: increase the number of employed persons in assisted families.

Ms. Provost went over the other strategic goals for the Agency. She explained the Annual Plan containing housing information which is a standard plan. The plan includes housing needs, financial resources to operate, and policies. Everything that happens in Public Housing has to be addresses. The Pet Policy has to be included in the plan also.

Next she discussed the Organizational structure which consists of 8 Board of Commissioners, one Executive Director, then the Human Resources manager, the PHO Director, Section 8 Director Development Director, and Finance Director. Each Director has a staff reporting to them. The Resident Council members are listed as well.

She explained that the back part of the plan is the Capital Funds portion listing improvements to Housing where contractors are sometimes used to turn units if the work is above the normal turning of a unit. There is \$50,000.00 for Contractor guidelines. \$40,000.00 for a playground at Cypress Manor/Parker Riddick. She inquired of Ms. Parrish of how she liked the playground equipment at her site. She replied that she does like it. She takes the children that she baby sits over there to play as well as her own daughter.

Ms. Provost discussed the breakdown of funds and where they were going to be used. There are no funds allocated to CBM this year. The 5-year plan shows actions to be taken. It has been out for public review for the past 6-weeks and will be at the Board meeting this Tuesday, March 23, 2004, for approval.

Ms. Provost explained that everyone was aware of the budget crunch because of the war - the Home-Land Security Bill. It is felt by all, including the Housing Authority.

There will be Housekeeping classes offered. Ms. Parrish said the residents need to learn to clean with Clorox.

Ms. Provost stated that we will do everything that we can to provide services for our residents.

Ms. Parrish inquired about the mailboxes at CBM. She has written letters to the postmaster, now there is a new one. She is going to write to him also. Ms. Young said that we can make them aware of the condition of the boxes.

Ms. Parrish asked if the inspections are still going to be done twice a year. Ms. Young said HUD requires one but we will be doing two inspections.

Ms. Provost asked if Ms. Parrish had any more questions but she didn't.

Ms. Provost thanked her for coming as well as did Ms. Young. The meeting ended.

Recorded by: Judi Hickey, PHO Admin. Assist.

SUFFOLK REDEVELOPMENT AND HOUSING AUTHORITY

ORGANIZATIONAL STRUCTURE

BOARD OF COMMISSIONERS

EXECUTIVE DIRECTOR

Human Resources Manager

ADMINISTRATIVE OPERATIONS

ADMINISTRATIVE DIRECTOR

-----FINANCE MANAGER
|
|-----ACCT. RECEIVABLE CLERK
|-----ACCT. PAYABLE CLERK/COLLECTIONS
|

|-----ADMINISTRATIVE ASSISTANT
|-----RECEPTIONIST (PART TIME)
|-----RECEPTIONIST (PART TIME)

DEVELOPMENT OPERATIONS

DEVELOPMENT DIRECTOR

|-----PROGRAM SPECIALIST
|-----CONSTRUCTION PROGRAM MANAGER

SECTION 8 OPERATIONS

SECTION 8 DIRECTOR

|-----ELIGIBILITY SPECIALIST
|-----ELIGIBILITY SPECIALIST
|-----ELIGIBILITY SPECIALIST
|-----INSPECTOR
|-----RESIDENT INITIATIVE SPECIALIST

PUBLIC HOUSING OPERATIONS

PUBLIC HOUSING DIRECTOR

|-----MANAGEMENT AIDE
|-----MAINTENANCE MECHANIC
|-----MAINTENANCE MECHANIC
|-----MAINTENANCE MECHANIC
|-----MAINTENANCE MECHANIC
|-----MAINTENANCE MECHANIC
|-----MAINTENANCE AIDE
|-----MAINTENANCE TECHNICIAN
|-----MAINTENANCE TECHNICIAN
|-----MAINTENANCE TECHNICIAN
|-----MAINTENANCE AIDE/GROUNDS
|-----ADMINISTRATIVE ASSISTANT
|-----RESIDENT HOUSING MANAGER
|-----HOUSING MANAGER
|-----HOUSING MANAGER
|-----HOUSING MANAGER
|-----HOUSING MANAGEMENT AIDE
|-----OCCUPANCY SPECIALIST
|-----RESIDENT INITIATIVE SPEC.