

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

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# PHA Plans

5 Year Plan for Fiscal Years 7/1/2005 - 2010

Annual Plan for Fiscal Year 7/1/2005

**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:** Greater Gadsden

**PHA Number:** AL049

**PHA Fiscal Year Beginning: (mm/yyyy)** 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 2004 - 2010**  
[24 CFR Part 903.5]

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: The basic mission of this HA is to serve the needs of low-income persons in the PHA jurisdiction.

This can be done by taking steps to:

1. Promote adequate and affordable housing
2. Promote economic opportunity
3. Promote a suitable living environment free from discrimination.

Our mission is to provide drug free, decent, safe and sanitary housing for eligible families and to provide opportunities and promote self-sufficiency and economic independence for residents.

In order to achieve this mission, we will:

- ? ? Recognize residents as our ultimate customer;
- ??????? Improve Public Housing Authority (HA) management and service delivery efforts through effective and efficient management of HA staff;
- ??????? Seek problem-solving partnerships with residents, community, and government leadership;
- ??????? Apply HA resources, to the effective and efficient management and operation of public housing programs, taking into account changes in Federal funding.

## **B. Goals**

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

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

PHA Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- Other (list below)

Maintain existing stock of public housing in decent, safe and sanitary condition and maintain an average score of no less than 80 on the PHAS score for the Fiscal Years ending June 30, 2005 through June 30, 2010.

Utilize Section 8 funding and maintain an average score of no less than 80 on the SEMAP for the Fiscal Year ending June 30, 2005 through June 30, 2010.

**Update:** The HA has accomplished these goals and anticipates that it will meet and exceed these goals as summarized below: The stock of public housing units is decent, safe and sanitary and our PHAS score for the FY ending 6/30/2000 was 83.9 and 87 for the FYE 6/30/2001 and 94 for the FYE 6/30/2002 and 96 for the FYE 6/30/2003 and 91 for the FYE 6/30/04. The HA's first SEMAP score was 80 for the FYE ending 6/30/2001 and 96 for the FYE 6/30/2002 and 83 for the FYE 6/30/2003 and 100 for the FYE 6/30/2004.

Note: The HA appealed the score of 83 for the FYE 6/30/2003 via the internet on 11/14/2003 based on an error in the number of unit months under lease as of June 30, 2003. The HA records indicate that the units months under lease was 1,344 and HUD indicates that the HA units months under lease is 1,283. The appeal period ending and HUD took no action; therefore, the score of 83 is the official score for 6/30/2003.

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)

Maintain an average PHAS Score of 85.9 by 6/30/2010, which will be a 2 point increase over our score of 6/30/2000. **Update:** The HA score for 6/30/2000 was 83.9 and 87 for the FYE 6/30/2001 and 94 for the FYE 6/30/2002 and 96 for the FYE 6/30/2003 and 91 for the FYE 6/30/2004. The HA anticipates that there will be no problems in maintaining an average PHAS score of 85.9 by 6/30/2010. Our current average is 90.2  $(83.9+87+94+96+91 / 5 = 90.38)$ ; therefore, we are exceeding our goal.

- ☒ Improve voucher management: (SEMAP score)  
Maintain an average PHAS Score of 82 by 6/30/2009, which will be a 2 point increase over our score of June 30,2001, which was 80. **Update:** The HA's first SEMAP score was 80 for the period ending 6/30/2001 and the score for the FYE 6/30/2002 was 96 and the score for the FYE 6/30/03 was 83 and the score for FYE 6/30/04 was 100. The HA does not anticipate any problems in increasing SEMAP average score to 82 by 6/30/2010. Our current average is 86.3  $(80+96+83+100 / 4 = 89.75)$ ; therefore, we are exceeding our goal.

- ☒ Increase customer satisfaction:  
This HA recognizes the resident as our ultimate customer and will strive to provide the best possible service to all residents. The HA goal is to maintain a satisfaction percentage of 75% or better for each survey category. **Update:** The HA is providing the best possible service to the residents and this is supported by the PHAS score of 9.1 out of 10 for resident satisfaction for the period ending 6/30/2000. However, our PHAS score for the period ending 6/30/2001 was 9.0 and we had two areas of concern that required a **follow-up plan** for the FYE, June 30, 2001. The HA 's overall score for Communication was 71% and Appearance was 72% and the following communities were less than 75% as follows: Colley Homes was 73% in appearance, Carver Village was 72% in Communication and 72% in Neighborhood Appearance, Emma Sansom Homes was 59% in Communication and 64% in Appearance, Myrtlewood Homes was 70% in Communication and 57% in Appearance. These were the only scores below 75% and the follow-up plan was for HA staff to make a home visit or personal contact with each family within the community listed above before September 30, 2002 and ask them how we can improve specifically in the area of Communication and Neighborhood Appearance. The follow-up plan was implemented, as described above, was very successful. The PHAS score for Communications went from 71% to 80.7% the score for Appearance went from 72% to 79.1% for the period ending June 30, 2002, and the overall score was 9 out of 10. As a result of our actions, a follow-up plan was **not required** for the FYE, June 30, 2002. The HA continued to exceed its performance goals for the period ending June 30, 2003 and June 30, 2004, with a score of 9

out of 10, with all areas of performance exceeding 75%. The HA staff will continue to work to improve all levels of services to the residents.

- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:  
The HA has an on-going modernization program as outlined in the HUD approved 5 Year Action Plan. **Update:** The HA is on schedule to obligate, expend and close-out all Capital and Bond Funds used to renovate and modernize the public housing inventory. Also, no findings have ever been issued by HUD or the Army Corps of Engineers relating to the modernization programs administered by the HA.
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling: As described in Section XIII 3, of the Section 8 Administrative Plan. **Update:** Each person that receives a voucher is counseled when the voucher is issued on how Section 8 vouchers are mobile and that they have a number of options on where they chose to lease a unit. Also, each person that is issued a voucher at re-certification is counseled concerning the mobility/portability of a voucher.

- Conduct outreach efforts to potential voucher landlords: Increase the number of landlords that participate in the voucher program by five (5) from 7/1/2000 to 6/30/2005. **Updated:** Since 7/1/2000, and as of January 31, 2005, the number of landlords that participate in the program has increased by 89; therefore, this goal has been exceeded. The HA will continue its efforts to increase the number of landlords that participate in the Section 8 program.

- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

- PHA Goal: Provide an improved living environment

Objectives:

☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: The goal of the HA's is to meet the objectives outlined in Section XIX of the ACOP for accomplishing deconcentration. **Update:** Section XIX of the ACOP specifies that 40% of all new admissions have income at or below area median income and as of 2/28/05, 72.05% of all new move-ins are at or below 30% of median income. Section XIX of the ACOP also specifies that the HA will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To accomplish this the HA established an income range from 85 to 115 percent (inclusive) of the average family income, except that the upper limit (115 percent) shall never be less than the income at which a family would be defined as an extremely low-income family. As of 2/28/05, the HA has one development outside this range and marketing steps are being taken to increase the income at this development (see Deconcentration Policy for Covered Developments for additional information).

☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: To insure access for lower income families into higher income public housing developments, the HA's will skip families on the waiting list as outlined in Section VII B-7, of the Tenant Selection and Assignment Plan, which is contained in the ACOP. **Update:** As indicated above in the HA's deconcentration of poverty guidelines are contained in the ACOP, the HA has implemented measures to promote income mixing in public housing and only one development is outside this income range and it is anticipated that this development will be within the income ranges by June 30, 2007.

☒ Implement public housing security improvements:

Staff of the HA works with the City of Gadsden Police Department to ensure adequate police coverage and security. The HA had contracted with the City of Gadsden for the services of eight police officers from February 1, 1993 through September 30, 2003, utility Public Housing Drug Elimination Program (PHDEP) funds. Since HUD discontinued the PHDEP program, the HA had to reduce the number of officers from eight to six effective October 1, 2003, and fund the security program with Capital Funds. The HA has also implemented the stricter screening and eviction provisions to comply with the federal requirements of the "One-Strike and You're Out" rule. The implementation of stricter screening policies keep criminals out of public housing and the swift eviction of residents involved with criminal activity helps keep criminal activity at a minimum. **Update:** The HA plans to continue its contract with the City of Gadsden for additional police coverage because it is necessary for the safety and well-being of the residents, their guests and HA staff. Also, the HA

complies with the dwelling lease and ACOP in taking appropriate actions in screening applicants and evicting residents that violate the “One-Strike and You’re Out” policies of the HA. This program has helped change Gadsden’s public housing from Housing of Last Resort to Housing of Choice and all parties involved in the annual and five year planning process are committed to keeping the extra police present in Gadsden Public Housing using Capital Funds. The residents understand that the funds used for security could be used for renovations of their homes but safety comes first and they are willing to devote less financial resources on renovations of their units.

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

The HA has a total of 1002 units of public housing and 44 units are designated for persons with disabilities and fully accessible. The designated units comply with the requirements of the American with Disabilities Act (ADA). All of the community buildings and public offices managed by the HA, comply with ADA accessibility requirements. Also, it is the policy and practice of the HA to make reasonable accommodations for any individual with a disability, as outlined in Section XV of the Dwelling Lease. **Update:** The HA is meeting its requirements as outlined above in designating development or buildings for residents groups that are elderly and/or disabled. In addition to the 44 units designated for persons with disabilities, the HA has 112 units at Campbell Court and 74 units at Starnes park that have been approved by HUD for occupancy of the elderly and disabled. The occupancy type for these units were changed from family to mix-population (elderly and disabled) on August 18, 1995, which is the date HUD approved the change in occupancy type.

- Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:

- Increase the number and percentage of employed persons in assisted families: During the first year of the annual and five year process there were 339 (306 public housing & 33 Section 8) individuals employed that are assisted families, which includes public housing and Section 8 program families. It is the goal of the HA to increase the number of employed individuals by 2 per year over the next five years; therefore, increasing the total employed by 10 as of June 30, 2005. **Update:** As of January 31, 2005, there are 420 (390 public housing & 30 Section 8) individuals employed that are assisted families; therefore, we

have exceeded our goal. Since this time period for this goal will be final as of June 30, 2005, the HA will established a new with the submission of the Annual and Five Year Plan for beginning 7/1/2006.

- Provide or attract supportive services to improve assistance recipients' employability:

The HA is providing on the job training for residents in the area of maintenance. Residents are hired as temporary laborers and trained in different areas of maintenance and when a vacancy occurs they are qualified to apply for the vacant position. Since January 1, 1992, the HA has hired 25 individuals and of that total 9 have been residents, which is 36% of the total hired. It is the goal of the HA to hire residents for 15% of the vacancies within the HA. Also, the Executive Director of the HA serves as Chairperson of the Jobs Task Force at the Department of Human Resources (DHR) and this task force works with DHR staff and with residents receiving TANF payments to prepare them for future employment. **Update:** The number of individuals hired has increased from 38 to 39 and of that total 10 have been public housing residents, which represents a percentage of 25.64%. Therefore, we continue to exceed our goal of filling 15% of the vacancies with residents.

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.

The HA works with the Council on Aging and the Home Extension service to provide programs to increase independence living for the elderly and disabled and it is the goal of the HA to have a minimum of twelve activities/programs per year for the elderly and disabled. **Update:** The HA continues working with the Council on Aging and the Home Extension service to improve the quality of life for the elderly and disabled. We are averaging one activity per month for the elderly and disabled; therefore, we are meeting our goal.

- Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

The HA promotes fair housing for all applicants and residents. We will not tolerate any type of discrimination because of a persons race, color, religion, sex or national origin. The HA works with local leaders from the National Association for the Advancement of Colored People (NAACP) to promote economic opportunities and affirmative action for low and very-low income families. To demonstrate the HA's commitment to equal opportunity and affirmative action, the HA leases a unit to the NAACP for their main office in Gadsden. The unit has been removed from occupancy and the NAACP is not charged rent because the programs they provide directly benefits public housing residents. **Update:** The HA continues to undertake affirmative measures, as outlined above, to ensure access to assisted housing regardless to race, color, religion, national origin, sex, familial status, and disability.

- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

The HA will follow its admissions policies to insure that all applicants are housed on a non discriminatory basis in the public housing developments administered by the HA. One hundred percent of the Public Housing units administer by the HA meets and/or exceeds the Uniform Physical Condition Inspections standards established by HUD. Also, all Section 8 units approved by the HA are inspected and must meet Housing Quality Standards and these units are livable and suitable for all individuals. **Update:** The HA continues to undertake affirmative measures, as outlined above, to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability.

- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

It is the policy and practice of the HA to accommodate all individuals with disabilities and within reasonable cost limitations make units accessible as needed. **Update:** The HA continues to undertake affirmative measures, as outlined above, 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)**

The HA believes that accomplishment of the goals established above will ensure that the HA is administering housing assistance programs that will benefit all low-income citizens by providing quality housing and opportunities for economic self-sufficiency.

**Annual PHA Plan**  
**PHA Fiscal Year Beginning 7/1/2005**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan – Note: The HA is a High Performing HA; however, we have elected to complete the Standard Plan and provide the additional data contained in this format.**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The Annual Plan which is attached hereto was developed by the Greater Gadsden Housing Authority, hereinafter referred to as the HA in this document and accompanying Plan, in accordance with the Rules and Regulations promulgated by HUD.

The goals and objectives of this HA are contained in the Five-Year Plan and the Admissions and Continued Occupancy Policy (ACOP) and Section 8 Administrative Plan. These were written to comply with HUD guidelines, rules, regulations, and Federal Law. The basic goals and objectives are:

1. Increase the availability of decent, safe and affordable housing in the operating jurisdiction of the HA.
2. The HA will ensure equal opportunity in housing for all.
3. The HA will promote self-sufficiency and asset development of families and individuals.
4. The HA will take steps to help improve community quality of life and economic vitality.

The HA does not plan to have any deviations from the Plan.

This Plan was originally written after consultation with necessary parties and entities as

provided in the guidelines issued by HUD. This year the plan is being amended and amendments are being made after consultation with all necessary parties and entities as required by HUD. All necessary accompanying documents are attached to the document, or are available upon request.

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

Required Attachments:

Admissions Policy for Deconcentration: The Admissions Policy for Deconcentration for the HA is listed below and not included as an attachment:

The final rule to effect Deconcentration of Poverty and Promote Integration in Public Housing was published in the federal register on December 22, 2000, and effective January 22, 2001. The admissions policy for deconcentration for Public Housing is contained in HA's Admissions and Continued Occupancy Policy (ACOP) as follows: Section VII B-7 of the ACOP, which is the Tenant Selection and Assignment Plan, states that "the provisions of the deconcentration rule, contained within this policy, shall supersede the selection of applicants based on the date and time and any preference points, and allow the HA to skip families on the waiting list to accomplish this goal." The Deconcentration Policy of the HA for Public Housing is contained in Section XIX of the ACOP, and reads as follows:

**Deconcentration Rule for Public Housing:**

A. Objective: The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the housing authority is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also the housing authority will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. The housing authority will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the housing authority's computer system.

B. Exemptions: The following are exempt from this rule.

- \$ Public housing development with fewer than 100 public housing units. A covered development is defined as any single development or contiguous developments that total over 100 units.
- \$ Public housing developments which house only elderly persons or persons with disabilities, or both.
- \$ Public housing developments which consist of only one general occupancy family public housing development.
- \$ Public housing developments approved for demolition or conversion to tenant-based assistance.
- \$ Mixed financing developments.

C. Actions: To accomplish the deconcentration goals, the housing authority will take the following actions:

1. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal

will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.

2. To accomplish the goals of deconcentration:
  - (a) Not less than 40% of the HA admissions on an annual basis shall be to families that have income at or below 30% of area median income (extremely low-income), and
  - (b) The HA shall determine the average income of all families residing in all the HA's covered developments. The HA shall determine the average income of all families residing in each covered development. In determining average income for each development, this HA has adjusted its income analysis for unit size in accordance with procedures prescribed by HUD. The HA shall determine whether each of its covered developments falls above, within or below the Established Income Range. The Established Income Range is 85 percent to 115 percent (inclusive) of the average family income, except that the upper limit (115 percent) shall never be less than the income at which a family would be defined as extremely low-income family.

#### **Deconcentration Rule Section 8:**

The admissions policy for deconcentration for the Section 8 Program is contained in the Section 8 Administrative Plan as follows: Section XII 3 B of the Section 8 Administrative Plan, which is the Section 8 Applicant Selection Process, states that, "Provided, however, the provisions of the deconcentration rule, contained within this policy, shall supercede the selection of applicants based on the date and time and local preference, if applicable, and allow the HA to skip families on the waiting list to accomplish this goal." The Deconcentration Policy of the HA for Section 8 is contained in Section XXXIV of the Section 8 Administrative Plan and reads as follows:

The objective of the deconcentration rule for section 8 tenant-based assistance is to admit no less than 75% of its new admissions to the program to families that have income at or below 30% of the area median income. The HA will track the status of all new admissions monthly by utilizing income reports generated by the HA's computer system. The goal will be tracked monthly and if the HA is not reaching its goal, families will be skipped on the waiting list to admit a family that has income that is at or below 30% of area median income. The practice will continue until the HA achieves its goal. The HA's Section 8 applicant selection process, which is contained in the Section 8 Administrative plan provides for the skipping of families on the waiting list to accomplish this goal.



FY 2004 Capital Fund Program Annual Statement:

The Capital Fund Program (CFP) Annual Statement (parts 1, 2 and 3) for AL09P04950105 is attached (See Attachment No. al049a01).

- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) **Not Applicable**

Optional Attachments:

- PHA Management Organizational Chart – (See Attachment No. al049b01)

- FY 2005 Capital Fund Program 5 Year Action Plan for: AL09PP04950106, AL09PP04950107, AL09PP04950108, and AL09PP04950109 (The 5 year action plan for the FY's identified herein are attached to this document as attachment No. al049c01)

- Public Housing Drug Elimination Program (PHDEP) Plan for: **Not Applicable**

The PHDEP program has been eliminated from HUD appropriations; therefore, this action eliminates this requirement for this attachment because drug elimination grants for low-income housing are not funded as a separate set aside through the PHDEP account.

- Comments of Resident Advisory Board or Boards (See Attachment No. al049d01 for all Resident Advisory Board or any other resident comments.)

- Other (List below, providing each attachment name)

The Annual Plan submission Annual Statement/Performance and Evaluation Reports for the Period Ending December 31, 2004, is being submitted for Capital Fund Program (CFP) Annual Statement/Performance and Evaluation Report for CFP No. AL09P04950104 Amendment No. 2. As of 12/31/04 no funds have been obligated or expended for this CFP (See Attachment No. al049e01 for AL09P04950104). Also, attached is the Annual Statement/Performance and Evaluation Report for the Period Ending December 31, 2004, for CFP Replacement Housing Fund Program No. AL09R04950104. As on 12/31/2004 no funds have been obligated or expended for this CFP. HUD approved the HA's Replacement Housing Funds Plan on January 25, 2005 (See Attachment al049f01 for AL09R04950104). Also, attached is the Annual Statement/Performance and Evaluation Report for the Period Ending December 31, 2004, for CFP No. AL09P04950103 Amendment No. 3 (See Attachment No. al049g01 for AL09P04950103). Also, attached is the Annual Statement/Performance and Evaluation Report for the Period Ending December 31, 2004, for CFP No. AL09P04950203 Amendment No. 3 (See Attachment No. al049h01 for AL09P04950203). Also, attached is the Annual Statement/Performance and Evaluation Report for the Period Ending December 31, 2004, for CFP No. AL09P04950102 (See Attachment No. al049i01 for

AL09P04950102). The CFP programs listed above are on schedule and the HA will meet and/or exceed the obligation and expenditure dates approved in the Implementation Schedule for these programs. Also, all previous allocations of Comprehensive Grant Funds have been completed and closed out ahead of schedule.

Also, attached is the Annual Statement/Performance and Evaluation Report for the period ending December 31, 2004, for the Bonds 2003B SERIE03 (See Attachment al049j01).

**Note:** PIH Notice 2001-4 issued January 19, 2001, Component 3 A (6) was being replaced because the final rule was issued for Deconcentration and Income Mixing for public housing. The new requirements have been copied into this document and completed as Component 3 A (6) and not included as an additional attachment. See component 3 A (6) of this document for required information concerning the deconcentration and income mixing.

**Supporting Documents Available for Review**

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
X	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 – Note: Component 10 B – Voluntary Conversion Required Initial Assessment as required by HUD NOTICE PIH 2001-26 is available as a list of Supporting Documents	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plans for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
None	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,751	N/A	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	1,137	N/A	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	1,183	N/A	N/A	N/A	N/A	N/A	N/A
Elderly	1,131	N/A	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity – White	2,240	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity – Black	1,756	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity – Hispanic	75	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity- Other	0	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset – 2000
- 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)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families – 931 units leased	Annual Turnover
Waiting list total	80	8.6%	506
Extremely low income <=30% AMI	77	8.3	
Very low income (>30% but <=50% AMI)	3	.003%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	47	5%	
Elderly families	4	.004%	
Families with Disabilities	11	2.3%	
Race/ethnicity	52	5.6 %	Black
Race/ethnicity	28	3 %	White
Race/ethnicity	0	0%	Other
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	29	3.1%	
2 BR	23	3.2%	
3 BR	20	2.1%	
4 BR	1	.001%	
5 BR	0	0%	
5+ BR	0	0%	

### Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)? Approximately 4 months for Sec. 8 only.

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes – See Special Purpose Section 8 Assistance Programs – Project Based contained in this plan below:

#### C. Strategy for Addressing Needs

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

##### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing

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

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 grants)</b>		
a) Public Housing Operating Fund	\$2,222,488	Day to Day Operations
b) Public Housing Capital Fund	\$1,875,478	Capital & Management Improvements
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance –Section 8 Vouchers - \$349,177 Section 8 New C - \$299,890 = \$649,067	\$649,067	Housing Assistance
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	\$0	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	\$0	
<b>3. Public Housing Dwelling Rental Income</b>	\$1,282,091	Day to Day Operations
<b>4. Other income (list below)</b>	\$275,950	Day to Day Operations
\$127,800 Excess Utilities		
\$34,600 Interest Income		
\$111,300 Main. Charges & late fees		
\$1,500 Power Pole Rental		
\$750 Salvage material		
\$275,950 – Total		
<b>5. Non-federal sources (list below)</b>	\$0	
<b>Total resources</b>	\$6,305,074	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.79 (c)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- When families are within a certain number of being offered a unit: (state number)
  - When families are within a certain time of being offered a unit: (state time)
  - Other: (describe) At the time the application is filed.
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
  - Rental history
  - Housekeeping
  - Other (describe) Declaration of Citizenship, Owes Monies to any other Federally subsidized housing program, Subject to a lifetime registration requirement under state sex offender registration and/or Committed acts which constitute fraud during the application process. For additional information on non-income screening factors used by the HA, reference Section VI, Eligibility for Admission and Processing of Applications, Sections F thru L of the Admissions and Continued Occupancy Policy.
- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

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

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
  - Sub-jurisdictional lists
  - Site-based waiting lists
  - Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office – 422 Chestnut Street, Gadsden, AL
  - 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? 7  
 The HA included the plan to change to a site-based waiting list in last years Annual Plan and Five Year Plan. The ACOP and Tenant Selection and Assignment Plan (TSAP) was amended, posted for comments and transmitted to HUD for approval on September 20, 2004. HUD approved the TSAP, including the site-based waiting lists on November 12, 2004. After receiving HUD approval the site-based waiting list was put into effect on December 1, 2004.
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? 5 Note: The HA has a total of 7 developments and 5 are designated for occupancy by families. These developments are: Colley Homes, Carver Village, Starnes Park, Martlewood Homes and Northside Homes. The two remaining developments are Campbell Court and Starnes Park. There are 112 units at Campbell Court and 74 units at Starnes park that have been approved by HUD for occupancy of the elderly and disabled. The occupancy type for these units were changed from family to mix-population (elderly and disabled) on August 18, 1995, which is the date HUD approved the change in occupancy type; therefore, the elderly, near-elderly and disabled are the only applicants for these developments.
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
  - Two
  - Three or More
- b.  Yes  No: Is this policy consistent across all waiting list types?

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences –

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below) Special Circumstance Preferences as outlined in Section VI – Eligibility for Admission and Processing of Applications, E – 5 of the ACOP– These preferences apply only to specific units 1) near-elderly families over other families for units designated for elderly/disabled; 2) For one bedroom units not designated for the elderly/disabled; elderly, disabled families over single persons.

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.

X Date and Time

Former Federal preferences: **(Not Applicable)**

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) (see below for priority and weights assigned)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below) Both Special Circumstance Preferences, as described above, are absolute hierarchy preferences and they are given equal weight of 1 for first priority.

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

Note: This Component has been modified to contain the information published in PIH Notice 2001-4, on 1/19/2001. The following questions replaced the former ones in the PHA Plan template Component 3, A(6) for Deconcentration and Income Mixing.

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>
<b>Colley Homes</b>	224	The income average for Colley Homes is \$7,653.43. The 85% of income average is \$8,101.98; therefore, Colley Homes is outside income range.	Yes, The HA deconcentration policies are contained in the ACOP. These policies are working and it is anticipated that this development will be within the income limits by June 30, 2007. The HA is currently marketing public housing units to the Hispanic community. The Hispanic population in this area is growing and we are beginning to be successful in housing Hispanics. As vacancies are filled, we anticipate the income levels to increase.

## **B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Eligibility**

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation

- More general screening than criminal and drug-related activity (list factors below)
- Other (list below) Declaration of Citizenship, Owes Monies to any other Federally subsidized housing program, Subject to lifetime registration requirement under state sex offender registration and/or Committed acts which constitute fraud during the application process. For additional information on screening factors used by the HA, reference Section X, Grounds for Denial or Termination of Assistance of the Section 8 Administrative Plan.

- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity: Drug-trafficking by family members
- Other (describe below) If known by the HA, the tenancy history of family members (See Section XV-3 of the Section 8 Administrative Plan).

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

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office – 422 Chestnut Street, Gadsden, AL
- Other (list below)

## **(3) Search Time**

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

If yes, state circumstances below: Yes, when requests for extensions are received prior to the expiration date and the reason for the extension is justified. For example, disabled person (See Section XIII of the Section 8 Administrative Plan).

#### **(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.

Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other (list below) The HA has amended **SECTION XII of the Section 8**

**Applicant Selection Process** and added part D to the Section 8 Administrative Plan. This amendment allows the HA to commit up to 20 percent of its allocated Section 8 Housing Choice Vouchers to Section 8 Project-Based Housing Choice Vouchers for use by the mentally ill and mentally retarded. The HA currently administers 112 Section 8 Housing Choice Vouchers; therefore, up to 22 vouchers may be used for to assist the mentally ill and mentally retarded. Making provisions for project-based assistance will help fill a need for housing persons with mental disabilities in the HA jurisdiction. The HA established a separate waiting list for the project based vouchers and as specified in the Section 8 Administrative Plan and the applicants will be selected based on “date and time”. Section XII – D of the Section 8 Administrative Plan reads as follows: Section 8 Project-Based Housing Choice Vouchers: The HA may commit up to 20 percent of its allocated Section 8 Housing Choice Vouchers to Section 8 Project-Based Housing Choice Vouchers for use for persons with mental disabilities. The requirements of 24 CFR 983.51 and the Federal Register dated January 16, 2001, will be followed in the establishment of Section 8 Project-Based Housing Choice Vouchers. The HA will establish a separate waiting list for any project based vouchers and any applicant currently on the waiting list for a Section 8 Housing Choice Voucher that qualifies will be offered a Section 8 Project-Based Housing Choice Voucher. Also, if no individual or family with mental disabilities is on the project-based waiting list. The owner may provide documentation from the local Mental Health agency that no individual or family has been identified within the last 60 days that qualified for a project based voucher for the mentally disabled or mentally ill. At the end of the 60 day period, the owner may request that the HA offer a project based voucher to an individual or

family on its regular waiting list for the Section 8 Housing Choice Voucher Program. After receiving the request, the HA may offer the next individual or family on the regular HA waiting list, based on the size of the vacant unit for the project based voucher, a project based voucher. The individual or family may accept or reject the project based voucher. If the individual or family rejects the project based voucher, the HA will offer the next individual or family the project based voucher based on the appropriate bedroom size; however, the family that rejects the project based voucher will not lose its place on the regular waiting list for a Section 8 Housing Choice Voucher. This process will be repeated until each individual or family on the regular waiting list is offered the project based voucher and/or until the project based voucher is leased.

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

[24 CFR Part 903.7.9 (d)]

##### **A. Public Housing**

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

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

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below: The HA dwelling lease outlines the policy of the HA as it relates to minimum rent hardship exemptions.

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: : The HA has adopted flat rents as of October 1, 2002, and when the Head of Household selects the flat rent the amount charged is based on the established flat rent and not 30% of adjusted income. The approved flat rents are updated annually and the current rates were effective October 1, 2004, by development and the amounts, by Community, are as follows: **Colley Homes:** 1 Br \$258, 2 Br \$325, 3 Br \$394, 4 Br \$521 and 5 Br \$629; **Carver Village:** 1 Br \$206, 2 Br \$221, 3 Br \$303, 4 Br \$391 and 5 Br \$508. **Emma Sansom Home:** 1 Br \$233, 2 Br \$287, 3 Br \$350, 4 Br \$456 and 5 Br \$561. **Myrtlewood Homes:** 1 Br \$206, 2 Br \$210, 3 Br \$273, 4 Br \$371. **Campbell Court:** 1 Br \$237, 2 Br \$285, 3 Br \$338. **Starnes Park:** 1 Br \$237, 2 Br \$285, 3 Br \$338 and **Northside Homes:** 1 Br \$208, 2 Br \$247, 3 Br \$320.

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

For the earned income of a previously unemployed household member (Ref. Appendix A Definitions section of ACOP for - Income Exclusions)

For increases in earned income - (Ref. Appendix A Definitions section of ACOP for - Income Exclusions)

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments – The HA retained ceiling rents when the flat rents were adopted on October 1, 2002, and the ceiling rents were adjusted to the level of the flat rents (see above for amounts of current flat rents).
- Yes but only for some developments
- No

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below) The HA adopted flat rents which were set on the market values of the units as established by a study conducted by the HA in accordance with HUD rules and regulations. The ceiling rents were retained and adjusted to the level of the flat rents as required by HUD. The flat rents are updated annually and the last updates were effective October 1, 2004.

f. Rent re-determinations:

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

Never

At family option

Any time the family experiences an income increase – (Ref. Section III D of the Dwelling Lease, except for families on flat rent. Reexamination of family income for families on a flat rent are only required to be conducted at least once every three years.

Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_

Other (list below) When there are Decreases in income

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

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

The section 8 rent reasonableness study of comparable housing

Survey of rents listed in local newspaper

Survey of similar unassisted units in the neighborhood – The HA contracted with a qualified firm to conduct a study based on HUD regulations and surveying similar unassisted units in the neighborhood. The initial survey was completed and Flat Rents were implemented on October 1, 2002. The latest Flat Rents were updated and effective October 1, 2004. The Flat Rents will continue to be updated on an annual basis.

Other (list/describe below)

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR – Due the significant increase in FMRs for the Gadsden area effective October 1, 2004, the HA changed the Payment Standard to from 110% to 100% of the FMR at the September 28, 2004, Board meeting and effective October 1, 2004.
- 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) The HA’s Section 8 Administrative Plan outlines the policy of the HA as it relates to minimum rent hardship exemptions.

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached. See Attachment No. a1049b01.
- A brief description of the management structure and organization of the PHA follows:

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	1002	472
Section 8 Vouchers	112	34
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section	N/A	

8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	NONE	

**C. Management and Maintenance Policies**

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
  - Ref: Public Housing Management Manual
  - Ref: Public Housing Maintenance Manual
- (2) Section 8 Management: (list below)
  - Ref: Section 8 Administrative Plan Manual

Note: The manual’s listed above are filed with the “List of Supporting Documents” and are available for Review.

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below: The HA has defined promptly to mean within five business days from the date of mailing (Ref. Section II G of the

Grievance Procedure, which is filed with the “List of Supporting Document” and is available for review.

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

PHA main administrative office – Applicants for public housing are entitled to an informal hearing and the initial contact is with the Occupancy Specialist, which is located in the main administrative office of the HA, which is 422 Chestnut Street, Gadsden, Alabama

PHA development management offices – The Housing Manager within each development is the initial contact for initiating the grievance process for Residents

Other (list below)

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

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

If yes, list additions to federal requirements below: The HA specified the number of days an applicant has to request an Informal Review and the number of days a participant has to request an Informal Hearing (Ref: Sections 1 and 2B of the Section 8 Applicant Informal Review and Participant Informal Hearing Procedure).

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

PHA main administrative office – The Section 8 Coordinator is the initial contact for all Section 8 applicants and participants.

Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

## A. Capital Fund Activities

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

### (1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (See Attachment No. AL049a01) Also, see Note Below concerning HA participating in the Bonds 2003B SERIE03 program.

-or-

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

### (2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (See Attachment AL049c01)

-or-

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

**Note: The HA participated in a consolidate sale for Bonds 2003B SERIE03 and the anticipated bond amount for the Annual and Five year Plan for the period beginning 7/1/2003 was amended and the amount of \$5,111,101 was included in Plan. The bonds were sold in July of 2003 and the HA was allocated \$5,370,897.40 from the proceeds of the Bond sale. The Annual Statement/Performance and Evaluation Report for December 31, 2004, is attached (See Attachment al049j01).**

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

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

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

If yes, list developments or activities below: The HA received an allocation of Replacement Housing Funds in the amount of \$74,640 in August of 2004. The HA submitted a Replacement Housing Plan (RHP) on December 10, 2004, which was approved by HUD on January 28, 2005. The HA's RHP covers a period of ten years and to qualify for federal Replacement funding the second five years of the plan the HA is committing

\$99,520 of its non-profit funds to leverage federal funding for the second five year of the RHP. The HA plans to construct 10 units of elderly and disabled housing on excess property located in Starnes Park, which is an elderly and disabled public housing community.

## **8. Demolition and Disposition**

[24 CFR Part 903.79 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>DD/MM/YY</u>	
5. Number of units affected:	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:	

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Campbell Court & Starnes Park
1b. Development (project) number:	AL09P049005 for Campbell Court & AL09P049006 for Starnes Park
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 checked="" type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>(08/18/95)</u>
5. If approved, will this designation constitute a (select one) N/A, this designation was approved in 1995	<input type="checkbox"/> New Designation Plan

<input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 112 units in Campbell Court and 74 units in Starnes Park
7. Coverage of action (select one)
<input checked="" type="checkbox"/> Part of the development
<input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.) Note: Component 10 ((b)), Voluntary Conversion Required Initial Assessment has been completed in accordance with PIH Notice 2001-26, and the document are available for review. Therefore, the information was not included as an attachment to this plan but incorporated into the plan. See Component 10 B below and then skip to component 11.

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/>	Assessment underway
<input type="checkbox"/>	Assessment results submitted to HUD
<input type="checkbox"/>	Assessment results approved by HUD (if marked, proceed to next question)
<input type="checkbox"/>	Other (explain below)

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

**B. Voluntary Conversion Required Initial Assessment – Note: This section is being completed as required by HUD NOTICE PIH 2001-26.**

a. How many of the PHA's developments are subject to the Required Initial Assessments? - **Seven of Seven**

b. How many of the PHA's developments are not subject to the Required Initial Assessments ased on exemptions (e. g., elderly and/ or disabled developments not general ccupancy projects)? **NONE**

c. How many Assessments were conducted for the PHA's covered developments? **Initial Assessments have been completed on all of the PHA's seven (7) developments. The documents supporting this assessment are available for public inspection.**

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

**Development Name: NONE Number of Units: 0**

d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **The Initial Assessment has been completed as required.**

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

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

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

4. Date Homeownership Plan/Program approved, submitted, or planned for submission:  
(DD/MM/YYYY)

5. Number of units affected:

6. Coverage of action: (select one)

Part of the development

Total development

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

25 or fewer participants

26 - 50 participants

51 to 100 participants

more than 100 participants

b. PHA-established eligibility criteria

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

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

[24 CFR Part 903.7 9 (l)]

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

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

#### 1. Cooperative agreements:

- Yes  No: Has the PHA 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? July 31, 2001

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

- Client referrals  
 Information sharing regarding mutual clients (for rent determinations and otherwise)  
 Coordinate the provision of specific social and self-sufficiency services and programs to eligible families  
 Jointly administer programs  
 Partner to administer a HUD Welfare-to-Work voucher program  
 Joint administration of other demonstration program  
 Other (describe) The Executive Director has served on the Jobs Task Force with the Department of Human Resources since 1992 and he is the current President of the Jobs Task Force and actively participates in welfare to work programs with DHR staff and Jobs Task Force members. Also, effective October 2001 the Executive Director was appointed to the Board of Directors of the DHR for Etowah County by the County Commission and in January of 2003 he was elected Chairperson for the DHR Board of Directors.

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

#### (1) General

##### a. Self-Sufficiency Policies

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

(select all that apply)

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

Other policies (list below)

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Jobs Task Force</i>	32	<i>TANF recipients</i>	<i>PHA Main Office and DHR</i>	<i>Both</i>
Community Development Center – Neighborhood Network Enrichment Program	40	All low-income individuals	Campbell Court, Carver Village, Myrtlewood, Northside and Starnes Park	Both
Reach-Out – Youth Program	50	All low-income individuals	Colley Homes	Both

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	None Funded or allocated	
Section 8	None Funded or allocated	

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

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - Establishing a protocol for exchange of information with all appropriate TANF agencies
  - Other: (list below)

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

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

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- High incidence of violent and/or drug-related crime in some or all of the PHA's developments

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

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

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

3. Which developments are most affected? (list below) Colley Homes, Carver Village, Emma Sansom Homes and Myrtlewood Homes

**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) Decorative Security fencing in Campbell Court, Myrtlewood Homes and Starnes Park and extra security lighting in all seven communities.

2. Which developments are most affected? (list below) ) Colley Homes, Carver Village, Emma Sansom Homes and Myrtlewood Homes

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

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

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

2. Which developments are most affected? (list below) Colley Homes - 224 units and Emma Sansom Homes – 220 units. These developments are the largest communities within the GGHA inventory. The other developments are Carver Village – 160 units, Campbell Court - 150 units, Starnes Park - 100 units and Northside Homes – 42 units for a total of 1,002.

**D. Additional information as required by PHDEP/PHDEP Plan NOT APPLICABLE**

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

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

**14. PET POLICY**

[24 CFR Part 903.7 9 (n)]

The final rule concerning Pet Ownership in Public Housing was published in the federal register on July 10, 2000. The Birmingham HUD office had approved a Pet Policy governing the ownership of pets in public housing for Public Housing Authorities. This policy was posted for resident comment and presented to the Resident Advisory Board for review and comment. After modifying the Pet Policy to reflect comments made during the comment period the Pet Policy was adopted on August 29, 2000. The Admissions and Continued Occupancy Policy was amended to incorporate the pet policy. Also, approved was a Lease addendum for residents to execute that are approved for pet ownership.

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

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

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

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table? **Not Applicable**

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment (File name) See Attachment AL049d01
- 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: See attachment al049d01

Other: (list below) The HA held a total of 13 meetings to obtain resident input and input from the general public. The comments and responses to comments are contained in attachment AL049d01.

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

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

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

Mayor Steve Means appointed Ms. Brenda Dunning to the HA Board of Commissioners on March 24, 2005. Ms. Dunning is a resident of Public Housing and lives in Carver Village and her term will expire on March 10, 2010.

3. Description of Resident Election Process – **This section is Not Applicable, Board Members for the HA are appointed by the Mayor of the City of Gadsden based on Alabama State Law.**

a. Nomination of candidates for place on the ballot: (select all that apply)

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)  
 Representatives of all PHA resident and assisted family organizations  
 Other (list)

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (provide name here) Gadsden
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below) The City of Gadsden's consolidated plan states that the "main priority of the City of Gadsden is affordable housing." The HA works closely with the City of Gadsden and there is an adequate stock of assisted housing to ensure that all low and very low income families can live in affordable housing.
- Other: (list below)

**Note: There was no number 3 provided in the HUD template. This section goes from no. 2 to no. 4. This same error existed in the 1<sup>st</sup> HUD template.**

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) The City of Gadsden's consolidated plan supports the HA's plan and states that the HA's inventory of units meet or exceed HUD's minimum housing quality standards and are in compliance with Section 504 requirements for handicap accessibility.

**D. Other Information Required by HUD -** Use this section to provide any additional information requested by HUD.

**HUD approved Conversion of Unit to Non-Dwelling Space and Removal of Units from Occupancy (See attachment AL049k01).**

## Attachments

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

The following documents are attached to this Five Year and Annual Plan for the Greater Gadsden Housing Authority:

<u>File Name:</u>	<u>Description:</u>
al049a01	Annual Statement/Performance & Evaluation Report – For AAL09P04950105
al049b01	Organizational Chart
al049c01	Five-Year Action Plan for AL09P04950106 thru 09
al049d01	Comments of Resident Advisory Board
al049e01	Performance and Evaluation Report for Period Ending 12/31/2004 for AL09P04950104 – Amendment No. 2 Note: No obligations or expenditures as of 12/31/04
al049f01	Performance and Evaluation Report for Period Ending 12/31/2004 for AL09R04950104 Replacement Housing Fund Program: Note: No obligations or expenditures as of 12/31/04.
al049g01	Performance and Evaluation Report for Period Ending 12/31/2004 for AL09P04950103 – Amendment No. 3
al049h01	Performance and Evaluation Report for Period Ending 12/31/2004 for AL09P04950203
al049i01	Performance and Evaluation Report for Period Ending 12/31/2004 for AL09P04950102
al049j01	Performance and Evaluation Report for Period Ending 12/31/2004 for Bonds – 2003B SERIE03 - Amendment No. 2
al049k01	Other Information

