

PHA Plans

Streamlined 5-Year/Annual Version

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

OMB No. 2577-0226
(exp 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHA's to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

Streamlined Annual Plan for Fiscal Year 2005/2006

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: City of Pensacola Department of Housing **PHA Number:** FL092

PHA Fiscal Year Beginning: (mm/yyyy) 10/2005

PHA Programs Administered:

- Public Housing and Section 8**
 Section 8 Only
 Public Housing Only
 Number of public housing units:
 Number of S8 units: 2055
 Number of public housing units:
 Number of S8 units:

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

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 and attachments (if any) 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)

Streamlined Five-Year PHA Plan PHA FISCAL YEARS 2005 - 2010

[24 CFR Part 903.12]

A. Mission

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

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

The PHA's mission is: (state mission here)

B. Goals

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

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

PHA Goal: Expand the supply of assisted housing

Objectives:

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

1. Continue to encourage current landlords Section 8 Program participation
2. Adapt payment standards and rent reasonableness standards to conform to a swiftly changing market
3. Solicit private/public developers to build affordable larger scale housing to replace the housing stock that was lost because of Hurricane Ivan
4. Work with appropriate resources to help secure funding for non-profits for affordable housing production.
5. Work with owners to secure Small Business Association (SBA) loans for rebuilding their units in the aftermath of the Hurricane.
6. Coordinate with multifamily housing providers to help secure resources for rebuilding.

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

1. Conduct customer satisfaction surveys.
2. Initiate a pilot program to extend the office hours for the customers' convenience.
3. Implement an improved tracking system to improve SEMAP score.
4. Assist disaster victims with disaster voucher subsidy.

PHA Goal: Increase assisted housing choices

Objectives:

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

1. Provide training for voucher participants through power point presentations for rental history issues.
2. Send notices through the gas utility company to potential landlords.
3. Conduct landlord orientations for potential landlords.
4. Provide homeownership through SHIP/First Time Home Buyer's Program.

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

N/A

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring

- access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)
1. Continue to promote agency's Family Self-Sufficiency Program.
 2. Give referrals to participants for educational institutions and job training opportunities.
 3. Provide homeownership counseling for participants.

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)
1. Participation with local Human Relations Commission on training opportunities for landlords in the area of Fair Housing.
 2. Include Fair Housing training in landlord workshops and orientations.

Other PHA Goals and Objectives: (list below)

- 1) Ensure Staff involvement in the Long Term Recovery of our community in the wake of Hurricane Ivan to advocate the continuing need for affordable rental units and the other needs of the families that have been displaced by the storm
- 2) Assist displaced waiting list families with 200 Disaster Vouchers received after Hurricane Ivan and TBRA disaster funding.
- 3) Develop and maintain an emergency plan in light of the recent Hurricane and the area's vulnerability to major storms:
 1. Agency will be relocating – policies and procedures for record storage
 2. Hurricane Awareness literature and counseling for landlords and tenants
 3. Use of electronic systems for storage & back-up systems
 4. Policies & Procedures for re-establishing contact w/LL & tenants after a storm
 5. Policies & Procedures for inspections after a storm

Streamlined Annual PHA Plan PHA Fiscal Year 2005 [24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 20__ Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. 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 PHA’s Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	986		250
Extremely low income <=30% AMI	792	81%	
Very low income (>30% but <=50% AMI)	141	15%	
Low income (>50% but <80% AMI)	1	1%	
Families with children	598	61%	
Elderly families	70	8%	
Families with Disabilities	581	59%	
Race/ethnicity – White	303	31%	
Race/ethnicity – Black	675	69%	
Race/ethnicity – Indian/Alutian	6	1%	
Race/ethnicity – Asian/Pacific	2	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	388	40%	
2 BR	382	39%	
3 BR	180	19%	
4 BR	30	4%	
5 BR	5	1%	
5+ BR			

Housing Needs of Families on the PHA's Waiting Lists	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
If yes:	
How long has it been closed (# of months)? 10	
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **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)

1. Coordinate with the HOME CHDO's and other non-profit and for profit housing providers for development of affordable rental housing units.

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)

1. Assist families through the agency's First Time Home Buyer's Program to purchase an affordable home.
2. Develop new affordable homes with the Infill Housing Development Program.
3. Pursue other sources through State Housing Partnership Program (SHIP), HOME and Community Development Block Grant.

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)

Encourage families to work in order to afford units outside of high poverty areas.

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)

1. Encourage landlords to modify units for elderly/disabled families.
2. Coordinate with various non-profit housing providers for the development of Elder Housing Projects using State SAIL and tax credits.

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)

Counsel landlords as to fair housing requirements and refer to Human Relations Commission for further education.

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)

The devastation resulting from Hurricane Ivan is the motivation for selecting these strategies. The destruction of several hundred affordable rental units is the primary focus of our community.

2. Statement of Financial Resources

[24 CFR Part 903.12 (b), 903.7 (c)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 20__ grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	9,624,425	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant	1,133,000	Program administration, housing rehabilitation and other City Council approved projects to benefit low-moderate income families including the Reconstruction of Facilities
h) HOME	401,272	Program administration and substantial housing rehabilitation to benefit low-moderate income families
1. HOME/CHDO Affordable Rental Housing	330,374	Home allocation of 15% set-aside, including 25% match from SHIP and any unexpended funds carried forward from prior year
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
4. Non-federal sources (list below)		
SHIP – First Time Homebuyers Program	390,000	Escambia/Pensacola projected allocation
SHIP – Habitat For Humanity	286,000	Approx. 30 houses per year
SHIP – Community Equity Investments, Inc.	150,000	Revolving construction account – approx. 20 homes built per year
SHIP – AMR – First Time Homebuyers Program	150,000	Revolving construction account – approx. 6 10 homes built per year
SHIP – Loaves and Fishes	65,000	Transitional housing for the homeless
Total resources	12,530,071	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.12 (b), 903.7 (b)]

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)

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? ___

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? ___

4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

- Date and Time

Former Federal preferences:

- 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 the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) 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 on the following table:

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

B. Section 8

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

The PHA will deny assistance to participants if they have three (3) drug or violent crime related felony arrests within five (5) years and who have had one or more drug or violent crime related felony convictions within five (5) years subject to HUD regulations.

- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)
- a. Past rental history of tenant.
- b. Indebtness due to Agency due to fraud, damages and vacancies.
- c. Additional information from screening process which may include utility payments and disconnections, inspection and damage reports, and other pertinent rental information contained within the tenant file.

(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)

1. Mainstream Program (Non-Elderly, Disabled Persons)
2. Family Unification Program
3. Fair Share Program
4. Disaster Vouchers
5. TBRA Disaster Vouchers

b. Where may interested persons apply for admission to section 8 tenant-based assistance?
(select all that apply)

- PHA main administrative office
 Other (list below)

The agency accepts application for the waiting list via a dedicated phone line. However, currently the waiting list is closed until further notice.

(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:

Typically, extensions will be given to elderly and disabled head of household families, if requested. This policy allows for reasonable accommodation for these individuals. Or, on a case-by-case basis due to mitigating circumstances such as, documented hospitalizations, death or , serious incapacitating illness in family. No extension will exceed sixty (60) days. However, due to the extensive housing shortage in the wake of Hurricane Ivan, great flexibility is given in determining if an extension is granted.

(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 PHA received 200 disaster vouchers for families displaced by Hurricane Ivan. Letters were sent to each family on the waiting list advising of the available vouchers for disaster victims.

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(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 of the following two)

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

The PHA raised the payment standard above the FMR to %110 for all bedroom sizes. This was in response to the devastation that Hurricane Ivan dealt to our community. Several hundred affordable rental units were destroyed from the storm and approximately 12% of Section 8 participants were left homeless in the aftermath of the Hurricane. The severe shortage of units lead to the increase in the payment standards, as well as granting increased rents to owners. This shortage in units is a long term problem that we will be dealing with in the next few years.

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)

Due to the severe shortage of affordable rental units caused by the devastation from Hurricane Ivan, the payment standards have been increase to %110 for all bedroom sizes.

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

- Annually
 Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Capital Improvement Needs

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such

improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: 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.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below 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)
Development name:
Development (project) number:
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
- c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. Yes No: 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:
- e. Yes No: 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:

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. Yes No: Does the PHA plan to conduct any demolition or disposition activities

(pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

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

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

(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 the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

(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, what is the maximum number of participants this fiscal year? ___

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:

c. What actions will the PHA undertake to implement the program this year (list)?

(3) Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- a. Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- b. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d. Demonstrating that it has other relevant experience (list experience below).

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2000 - 2004.

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

- a. Substantial Deviation from the 5-Year Plan

a. Significant Amendment or Modification to the Annual Plan

In accordance with 24 CFR Section 903.7(r)(2) a substantial deviation or significant amendment or modification, which requires public notice and comment will be required if a change is made to the Plan related to the following:

- a. Changes to rent or admissions policies other than for clarification or by regulation or other requirement prescribed by HUD
- b. Admissions policies specifically related to the organization of the applicant waiting list (except for Disaster Vouchers or other special voucher allocations)
- c. Policies governing eligibility except as required by regulation or other requirements prescribed by HUD

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

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

If yes, provide the comments below:

b. 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:

No changes were recommended.

- Other: (list below)

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

The PHA meets the exemptions criteria.

- a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

- Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Benjamin Moore

Cherie Willison

Method of Selection:

Appointment

The term of appointment is (include the date term expires): 9/30/05

Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

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)

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)

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)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

Date of next term expiration of a governing board member:

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: (provide name here)

Escambia Consortium, Florida Five Year Consolidated Plan, 2002/2003 Annual Plan (October 1, 2002 through September 30, 2003), Comprised of Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Date August 2002.

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

“Priority #3: Rental Assistance

1. Project Summary:

Responsible Agency	Housing Units CM/CP	Client Population	Resources	Performance Period
Pensacola Housing Department Non-Profit Sponsors	50 (1)	0-50% of Median	Section 8	12 Months

- a. NOTE: The City of Pensacola will apply for additional Section 8 Rental Assistance Vouchers or certificates as the opportunity is made available by the U.S. Department of HUD, however, actual funding decisions and award of the additional units rests solely with HUD.”

This plan is consistent with the consolidated plan and will be revised to maintain consistency

with future revisions and updates of the five-year and annual consolidated plan.

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

Item 1: Escambia Consortium, Florida Five Year Consolidated Plan, 2002 /2003 Annual Plan (October 1, 2002 through September 30, 2003), Comprised of Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Date August 2002, p. 79.

Priority #3: Rental Assistance

1. Project Summary:

Responsible Agency	Housing Units CM/CP	Client Population	Resources	Performance Period
Pensacola Housing Department Non-Profit Sponsors	50 (1)	0-50% of Median	Section 8	12 Months

a. NOTE: The City of Pensacola will apply for additional Section 8 Rental Assistance Vouchers or certificates as the opportunity is made available by the U.S. Department of HUD, however, actual funding decisions and award of the additional units rests solely with HUD.

Item 2: Escambia Consortium, Florida Five Year Consolidated Plan, 2002 /2003 Annual Plan (October 1, 2002 through September 30, 2003), Comprised of: Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Dated: August 2002, p. 65.

Priority #3: Moderate Rehabilitation/Acquisition And/Or New Construction of Affordable Rental Units

i. Project Summary:

Responsible Agency	Housing Units CP	Client Population	Resources	Performance Period
NEFI/Escambia County Community Equity	15	0-60% of Median	HOME/CHDO (1), HOME/CHDO (2), Private	24 Months

Investments, Inc., AMR at Pensacola, Inc., Private Lending Institutions			Bank(s), CEII/AMR Equity Federal Home Loan Bank	
a. HOME/CHDO: Escambia County 15% CHDO Set-aside from HUD Home Program. b. HOME/CHDO: State of Florida CHDO allocation to local Community Development Corporation from State HOME Program allocation (potential).				

Item 3: Escambia Consortium, Florida Five Year Consolidated Plan, 2001 /2002 Annual Plan (October 1, 2001 through September 30, 2002), Comprised of: Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Dated: August 2001, p. 65.

Priority #4/5: Support and Assistance for Transitional And/Or Permanent Housing For the Homeless/Special Needs

i. Project Summary:

Responsible Agency	Housing Units CP	Client Population	Resources	Performance Period
NEFI/Escambia County, Pensacola Housing Department, Loaves and Fishes Soup Kitchen, Inc., Salvation Army, Inc., Social Service Agencies	20	0-50% of Median	ESG McKinney Act Family Self-Sufficiency	12 Months

(4) (Reserved)

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

10. Project-Based Voucher Program

- a. Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

- b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
 Access to neighborhoods outside of high poverty areas
 Other (describe below:)

- c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: 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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	involvement.	
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	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 (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
	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
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
	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
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	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
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public	Annual Plan: Demolition

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	housing.	and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual						
Statement						
Total CFP Estimated Cost			\$			\$

13. Capital Fund Program Five-Year Action Plan

ATTACHMENT A

RESIDENT ADVISORY BOARD

Legal Notice of Meeting(s)

The City of Pensacola Department of Housing placed public notices in the Pensacola News-Journal on March, 6, 2005 and March 24, 2005 indicating the City of Pensacola's Resident advisory Board would meet on March 9, 2005 at 12:00 p.m., at the City Housing Department, 4501 Twin Oaks Drive, Suite 102, and March 31, 2005 at 12:00 p.m. at the City Housing Department, 4501 Twin Oaks Drive, Suite 102. Board membership roster and minutes of the Board meetings are available for Public review at the City Housing Department, 4501 Twin Oaks Drive, Suite 102, Monday-Friday, 8:30 a.m. – 4:30 p.m.

Membership/Roster

The City of Pensacola Department of Housing's Resident Advisory Board consists of three (3) members that adequately reflect and represent the residents assisted by the City of Pensacola Department of Housing. Tenants are invited annually to participate as a board member. Members of the 2005 Board are as follows:

Benjamin Moore
1319 E. Desoto Street
Pensacola, FL 32503

Byron Parker
1221 E Gadsden St # 307
Pensacola, FL 32501

Cherie Willison
800 Scenic Highway
Pensacola, FL 32503

ATTACHMENT B

SECTION 8 RESIDENT ADVISORY BOARD

MINUTES OF THE MEETING

March 9, 2005

The meeting of the Resident Advisory Board for the Section 8 Program was held on Wednesday, March 9, 2005 at 12:00 p.m. in the conference room of the City of Pensacola Department of Housing.

Present for the meeting were: Sue Saffran, Assistant Director of Housing; Marsha Bazinet, Section 8 Coordinator; Byron Parker, and Benjamin Moore, Section 8 tenant representatives.

The meeting was opened by Ms. Saffran, who welcomed the tenant representatives and expressed appreciation for their attendance. Ms. Saffran gave an overview of the Five Year Plan and the Annual Plan, and briefly recapped previous meetings and the purpose of the Advisory Board.

Those present received copies of the Housing Department's 5 year streamlined plan, which will be submitted to HUD prior to July 18, 2005. Ms. Saffran proceeded to review the plan, explaining that the Department would be establishing future goals, such as applying for additional rental vouchers and seeking more available housing for lower income families.

The following items were discussed, and input requested from the Board representatives

1. Criminal history and adoption of denial/termination policies related to same
2. Informing landlords of past rental history and the implementation of this policy
4. Policies on search time and extensions given to Voucher holders due to the hurricane
5. Establishing a policy regarding income matching, access and security
7. Debarment of landlords for fraud and noncompliance

Mr. Moore commented that he would recommend that landlords be issued packets of information to give to other potential landlords, hopefully to recruit them for participation in Section 8.

Marsha Bazinet explained how HUD has established programs for income matching with the Social Security Administration and the Wage and Labor board, and how a policy and procedures should be added to the Housing Department's Administrative Plan to explain how these programs and security would be implemented and accessed, along with the required security measures prescribed by HUD.

The proposed schedule for the Annual Plan was distributed and approved.

Meeting closed at 1:15 p.m.

Respectfully Submitted

Marsha Bazinet
Section 8 Coordinator

SECTION 8 RESIDENT ADVISORY BOARD

MINUTES OF THE MEETING

MARCH 31, 2005

The second meeting of the Resident Advisory Board for the Section 8 Program was held on Thursday, March 31, 2005 at 12:00 p.m. in the Housing Department conference room.

Present for the meeting were: Sue Saffran, Assistant Director of Housing; Marsha Bazinet, Section 8 Coordinator; and Byron Parker, Section 8 tenant representatives. Members Cherie Willison and Benjamin Moore were absent for this meeting.

The meeting was opened by Ms. Saffran, with a recap of the March 9, 2005 meeting to provide a background for the new Five Year Plan, the Annual Plan, and changes to the Section 8 Administrative plan.

Ms. Saffran proceeded to review the issues that were presented at the previous meeting, and stated that the only change in the Administrative Plan would affect the time limits of the disapproval of owners for failure to pay their property taxes or other violations of the program or the Housing Assistance Contract. Disapproval/debarment will be for a minimum 3 years to a maximum life based upon regulations and commiserate with the violations.

Mr. Parker requested clarification regarding the Housing Department's policies on "punishing" landlords who remove their units from the program to attempt to get more money on the open market. He was advised by Marsha Bazinet and Sue Saffran that any punishment would be self-defeating, as sooner or later the landlords usually return to the program, and the families are really going to need their rental units.

The timeline for presenting the Five Year Plan for approval through the public comment period, through the Public Hearing process, the acceptance of the plan by City Council, and the forwarding of the plan through electronic transmission for HUD approval was reviewed.

The meeting closed at 1:15 p.m.

Respectfully Submitted,

Marsha Bazinet
Section 8 Coordinator

ATTACHMENT C

Public Hearing
May 19, 2005

A Public Hearing was held on May 19, 2005 at 10:00 a.m. in the conference room of the Housing Department to review the City of Pensacola Housing Department's Five Year Plan and updated annual plan for FY 2005-6.

Present were: Patricia K. Hubbard, Housing Department Director, Sue Saffran, Assistant Director, Marsha Bazinet, Section 8 Program Coordinator, Angela Humphrey, Diana Randolph, Tom Lane, Marsha Zerby, Judy Muller, Tina Clapper, John Florence, and Jimmy McFall.

Pat Hubbard opened the meeting by welcoming the attendees and gave a brief overview of the Five Year plan and the annual plan update for the coming year of program operation.

The attendees reviewed the corrections to be made to the Section 8 Program Administrative plan:

- Policies on search time and extensions given to Voucher holders due to the hurricane
- Establishing a policy regarding income matching, access and security
- Debarment of landlords for fraud and noncompliance

After some discussion, these policies were accepted by those present, and will be submitted to the City Council for review.

The Public Hearing was closed at 11:15 a.m.

Respectfully Submitted,

Marsha Bazinet
Section 8 Coordinator

ATTACHMENT D

PROGRESS STATEMENT IN MEETING FIVE-YEAR PLAN MISSION AND GOALS

The City of Pensacola Department of Housing has worked this past year towards promoting adequate, affordable, suitable, living environments for applicants and tenants under its Section 8 Housing Assistance Payments (HAP) Program. In meeting its strategic goals shared by the City and HUD, the Housing Department has:

HUD Goal 1a. The City of Pensacola's Housing Department has again seen an increase in the number of property owners and agents requesting to list their rental units on the available list that is distributed to Section 8 participants. The Housing Department has instituted a policy of reminding all rental property owners that their local property taxes must not be delinquent. As the Section 8 Program has attained 100% lease-up, our participants appear to have no difficulty finding landlords with properties that fall within rent reasonableness, income, and payment standard guidelines. Also, the procedures to list a unit have been simplified, with landlord's access to the necessary forms on the internet at www.ci.pensacola.fl.us, as well as by mail or by office visit. A landlord packet is available to all new landlords wishing to familiarize themselves with the Section 8 Program, and a landlord bulletin board has been established in the Housing Department office for the convenience of families looking for available units. The goal of increasing landlords and suitable rental units has been achieved. The Housing Department continued its practice of landlord outreach and education by conducting quarterly landlord orientation sessions, sponsorship of periodic workshops for landlords on issues such as eviction, how to select a good tenant, etc. A landlord newsletter is sent out frequently, along with other informational packets. The Housing Department will revive the Landlord Advisory Board in the coming months of this fiscal year.

1b. Through its partnership with the Escambia Consortium, the City of Pensacola sponsored/financed the construction of twenty (20) single-family housing units built by Community Equity Investment, Inc. (CEII), AMR, Habitat for Humanity, and private urban infill builders (SHIP \$314,000). Fifty-five (55) elderly housing units are under construction by the Methodist Homes for the Aging, Inc. in the redevelopment area of downtown Pensacola. The Escambia Consortium provided \$330,000 of SHIP funds for this unique project.

Eleven (11) single-family rental housing units have been completed by CEII and occupied by income eligible tenants (HOME Program \$247,000 and SHIP \$50,000). Additionally, CEII has awarded construction contracts for twelve (12) more rental units (Townsend Terrace – 8 units, HOME Program \$357,000 and Jordan Street Rentals – 4 units, HOME Program \$238,000). Finally, two elderly rental complexes have been selected for funding and will receive support from the Consortium, including: HUD Section 202 Program: AHEPA 126 Apartments (Creighton Road) – fifty (50)

units/elderly and Florida Housing Tax Credit Program: Alabaster Gardens (Massachusetts Avenue) – 104 units/elderly. Local funding: AHIP \$300,000. Units will be under construction by late summer 2005.

Through the Consortium in excess of \$1,800,000 has either been expended or committed to increasing available affordable housing units for the period ending December 31, 2004.

1c. The City of Pensacola continues to administer 2055 Housing Choice Vouchers, including Fair Share, Family Unification, Family Self-Sufficiency and the Mainstream Programs. The Family Self-Sufficiency Coordinator position was funded for the year. The City of Pensacola Housing Department requests renewals from HUD to fund the position of Family Self Sufficiency Coordinator by applying to HUD annually, and applies for any other voucher grants that become available.

Lead Hazard Control inspections are continuing and are not deterrent to landlords wishing to rent their units under the Section 8 Housing Assistance Programs. The Housing Department will continue to apply for grants to improve Housing Quality Standards as such grants become available.

1d. The Pensacola Housing Department surveyed unassisted rental units in Escambia County to determine comparable rents for each bedroom size. The location, quality, size, number of bedrooms, age, amenities, housing services, maintenance and utilities of the unit were considered in assessing the comparable rents. This survey will be reassessed annually.

HUDGoal 2. The City of Pensacola Housing Department continues to strive towards increasing its performance under SEMAP scoring. Through application and certification procedures, utilization currently is 100%, and will remain at that level for the fiscal year. Code compliance remains a priority with the Housing Department, and the full implementation of procedures for notification and abatement and/or termination of the Housing Contract for non-compliance are strictly adhered to by the Department.

HUD Goal 3. Through the City of Pensacola's participation in the SHIP - First-Time Homebuyers Program, over seventy-five (65) families have received counseling and assistance in the purchase of their home this fiscal year. It is anticipated at least seventy-five (50) additional families will be assisted by the end of the fiscal year.

The City of Pensacola developed and implemented an Urban Infill Housing Redevelopment Project for very low, low and moderate income families. This project is designed to stimulate investment in the Pensacola Front Porch Community and designated local Escambia County Community Redevelopment Areas by offering financial incentives that will encourage the proactive redevelopment of abandoned or vacant urban infill properties by private developers/builders, non-profit corporations, and other interested parties for production of affordable housing. Eligible families may qualify for a maximum SHIP down payment no interest forgivable loan up to \$25,000.

Approximately thirteen families have been assisted under this program during the fiscal year.

HUD Goal 4. The Pensacola Housing Department continues to provide ongoing counseling to applicants and participants on the benefits of living in diverse neighborhoods with mixed incomes. All clients receive an annually updated “Expanding Housing Opportunities” booklet that outlines poverty areas by census tract, along with information regarding schools, transportation, and medical facilities in different areas of this jurisdiction.

In addition, the Housing Department strives to improve community relations by meeting with concerned homeowners and listening to citizen complaints, and through the education of program participants in the area of neighborhood relations. The problem of graffiti appears to have lessened in most neighborhoods. The Housing Department has stressed to landlords and homeowners that rents may be reduced through rent reasonableness if graffiti is present on their rental properties or in the neighborhood. The Department has noticed a reduction in complaints from homeowners since this item has been introduced into the inspection and rent reasonableness process.

Each Section 8 participant receives a pamphlet entitled “How to be a Good Neighbor”. The Housing Department has, in conjunction with other local agencies, completed a good neighbor video, which is shown to each and every participant at certification and recertification briefings. The video will illustrate how clients can work within a community in a productive, positive way, becoming an asset to the neighborhood.

The Housing Department worked to promote a new annual event in which participants competed for awards for the best kept yards and for the rental property which has the most curb appeal due to their efforts. The Housing Department hopes to establish within participants a renewed, personal pride in their home and a wish to contribute to their neighborhood and community.

HUD Goal 5. The Pensacola Housing Department’s Family Self-Sufficiency Coordinator is dedicated to promoting participation in the Family Self-Sufficiency Program. Individual counseling sessions are held routinely to assist potential and current participants. Participation in the program continues to remain steady, with the total number of participants currently reaching 37. Of the 37 participants, 28 individuals now have positive balances in their escrow accounts with total deposits of approximately \$70,700.

Goal 6. Through the Escambia Consortium and its participation in the Homeless Coalition and local Fair and Affordable Housing Committees, the Pensacola Housing Department continues to support just and fair housing opportunities to all residents of Escambia, County. Independently, the Pensacola Housing Department has scheduled

landlord workshops and has a Landlord Advisory Board to address landlord concerns and educate landlords in fair housing practices.

HA Goal 1. The Pensacola Housing Department continues to maintain accurate records of family eligibility and documents monthly Housing Assistance Payment. A new system of document storage, called Fortis, has been instituted. Staff continues to conduct annual re-certification meetings. Staff is currently researching updated software solutions to increase the accuracy and expand the reporting capabilities.

Goal 2. The Housing Department maintains a Section 8 Waiting List of potential participants, conducts eligibility briefings using a new Power Point presentation, conducts standard, quality control, and complaint inspections in keeping with Minimum Housing Quality Standards and Southern Building Code compliance, and processes leases and contracts on a continuous basis. The current waiting list has approximately 1,000 applicants.

Goal 3. Through vigilance and monitoring of HUD's home web page and the constantly updated web pages of the Federal Register, the Pensacola Housing Department intends to keep abreast of current rules, regulations, and changes. When necessary, the Section 8 Administrative Plan is amended to maintain the plan's integrity.