

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 2005 - 2009  
Annual Plan for Fiscal Year 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:** The Housing Authority, City of Brunswick

**PHA Number:** GA09

**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 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

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

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

PHA Goal: Increase assisted housing choices

Objectives:

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

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

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)

**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)

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

**The Brunswick Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.**

**We have adopted the Department of Housing and Urban Developments mission statement.**

**The plans, statements, budget summary, policies, etc set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan.**

**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 ga009a01
- FY 2003 Capital Fund Program Annual Statement P&E Reports ga009d01 a-b
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- PHA Management Organizational Chart ga009b01
- FY 2000 Capital Fund Program 5 Year Action Plan ga009g01
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) ga009e01
- Other (List below, providing each attachment name)
  - Resident Survey Follow-up Plan ga009c01
  - Leveraging of Capital Funds ga009f01

**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	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	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.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <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
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures	Annual Plan: Grievance

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	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
N/A	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	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 (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

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	1855	5	4	1	2	2	2
Income >30% but <=50% of AMI	1086	5	4	1	2	2	2
Income >50% but <80% of AMI	1462	5	4	1	2	2	2
Elderly	1246	6	5	4	4	1	2
Families with Disabilities	418	4	5	4	5	2	2
Race/Ethnicity W	5849	5	4	1	2	2	2
Race/Ethnicity B	2340	5	4	1	2	2	2
Race/Ethnicity H	167	5	4	1	2	2	2
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 1997
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input 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	777		
Extremely low income <=30% AMI	471	60.62	
Very low income (>30% but <=50% AMI)	211	27.16	
Low income (>50% but <80% AMI)	95	12.22	
Families with children	569	73.23	
Elderly families	41	5.28	
Families with Disabilities	135	17.37	
Race/ethnicity White	241	31.02	
Race/ethnicity Black	528	67.95	
Race/ethnicity Hispanic	6	.0077	
Race/ethnicity Asian	2	.0026	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	232	53.33	
2 BR	139	31.95	

Housing Needs of Families on the Waiting List			
3 BR	57	13.10	
4 BR	7	1.61	
5 BR	0		
5+ BR	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	436		
Extremely low income <=30% AMI	328	75.23	
Very low income (>30% but <=50% AMI)	83	19.04	
Low income (>50% but <80% AMI)	25	5.73	
Families with children	171	39.22	
Elderly families	11	2.52	
Families with	72	16.51	

<b>Housing Needs of Families on the Waiting List</b>			
Disabilities			
Race/ethnicity White	86	19.72	
Race/ethnicity Black	334	76.61	
Race/ethnicity Hispanic	1	.0023	
Race/ethnicity	14	3.21	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	232	53.33	
2 BR	139	31.95	
3 BR	57	13.10	
4 BR	7	1.61	
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### **C. Strategy for Addressing Needs**

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

#### **(1) Strategies**

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working

- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$1,804,605.00	
b) Public Housing Capital Fund	\$ 960,612.00	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,973,168.00	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	N/A	
<b>3. Public Housing Dwelling Rental Income</b>	\$ -16,100.00	PH Operations
<b>4. Other income (list below)</b>		
Investment Income	\$ 16,100.00	PH Operations
Rent Charged to Other Programs	\$ 2,530.00	PH Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	\$6,740,905.00	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- When families are within a certain number of being offered a unit: (state number)
  - When families are within a certain time of being offered a unit: (state time)
  - Other: (describe) Verification of eligibility for one bedroom applicant is initiated when the family reaches the top of the waiting list. Verification of eligibility for applicants for a two bedroom or larger is initiated at time of application.
- 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) Bedroom Size
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
  - PHA development site management office
  - Other (list below)

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

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

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

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

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

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

### **(3) Assignment**

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

- One
- Two
- Three or More

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

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

### **(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) Higher income families moving into a lower income development.

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: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

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

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

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

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

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

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## B. Section 8

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

### (1) Eligibility

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

### (2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
  - Federal public housing

- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)

### **(3) Search Time**

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

If yes, state circumstances below: Extensions are permissible at the discretion of the PHA up to a maximum of an additional 60 calendar days primarily for the following reasons: Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has effected the family's ability to find a unit within the initial 60 day period, verification is required. The PHA is satisfied that the family has made a reasonable effort to locate a unit including seeking the assistance of the PHA throughout the initial 60-day period. A complete search record is not required. Extensions are provided as a reasonable accommodation.

### **(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) Preferences given to those families with members who are elderly or disabled.

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.

2 Date and Time (3)

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 2 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) Preferences given to those families with members who are elderly or disabled.

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) Interagency meeting and social services information fairs.

## **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: Loss of employment through no fault of the resident, does not include voluntarily quitting employment. Death in the family of any member on the housing lease.

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

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 All rents are flat rents

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

For all developments

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

For specified general occupancy developments

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

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

Other (list below)

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

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

f. Rent re-determinations:

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

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

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

**(2) Flat Rents**

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below) 95 percentile rent

## B. Section 8 Tenant-Based Assistance

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

### (1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families

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

**(2) Minimum Rent**

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

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

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

Loss of employment through no fault of the resident, does not include voluntarily quitting employment. Death in the family of any member on the housing lease.

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	588	245
Section 8 Vouchers	750	140
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug	N/A	

Elimination Program (PHDEP)		
Other Federal Programs(list individually)	N/A	

**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) ACOP, Barring Policy, Bid Protest, Capitalization, Check Signing Authorization Policy, Collection Policy, Criminal Records Policy, Displacement and Relocation, Disposition Policy, Dwelling Lease, Emergency on-call Policy, Equal Housing Opportunity, Fraud Policy, Funds Transfer, Grievance Procedures, Investment Policy, Key Policy, Maintenance Plan, Personnel Policy, Pest Control Policy, Pet Policy, Procurement Policy, Stale-dated Check Policy, Tenant Selection Plan, Violence in the Workplace Policy.
- (2) Section 8 Management: (list below) Admin Plan, Family Self-sufficiency, Tenant-Based informal review procedure.

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

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

If yes, list additions to federal requirements below:

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

- PHA development management offices
- Other (list below)

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

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

If yes, list additions to federal requirements below:

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

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

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

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

Select one:

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

-or-

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

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

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

Capital Fund Grant Number    FFY of Grant Approval: ( )                      \*Spreadsheets Attached

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP 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	1498    Mod Used for Development	
19	1502    Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement**

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Total estimated cost over next 5 years			
			Planned Start Date (HA Fiscal Year)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Total estimated cost over next 5 years			
			Planned Start Date (HA Fiscal Year)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Total estimated cost over next 5 years			
			Planned Start Date (HA Fiscal Year)

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

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

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

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <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.

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

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

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)	

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)

- Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (k)]

We intend to start a homeownership program through our Section 8 Housing Choice Voucher Program.

**A. Public Housing**

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

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

2. Activity Description

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

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

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? DD/MM/YY

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

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

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

#### **(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)
Apprenticeship Program	3	Specific Criteria	PHA Main Office	Public Housing
STAR Foundation	12	Waiting List	STAR Foundation Office	Public Housing and Section 8

**(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		
Section 8	43	43

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 use 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)  
All of them

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities

- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

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

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

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

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

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds. N/A Funds are no longer available

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

## **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?
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?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (File name)  
 Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
 Other: (list below)

### **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.) Resident Commissioner is appointed by City Mayor.

#### 3. Description of Resident Election Process

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

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

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

Other: (list below)

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

### **D. Other Information Required by HUD**

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

## Attachments

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

### Pet Policy

The Brunswick Housing Authority allows for pet ownership in its developments with the written pre-approval of the Housing Authority.

The Brunswick Housing Authority adopts the following reasonable requirements of the Pet Policy:

- Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units.
- In exchange for this right, resident assumes full responsibility and liability for the pet and agrees to hold the Brunswick Housing Authority harmless from any claims caused by an action or inaction of the pet.
- Residents must have the prior written approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request. This registration must be updated annually.
- Residents must give the Housing Authority a picture of the pet so it can be identified if it is running loose.
- A refundable pet deposit fee of \$300.00 plus an administrative fee of \$150.00 is required for each pet at the time of registering a pet.
- The Brunswick Housing Authority will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, fish, or turtle. Common household pets do not include reptiles, any fur bearing animals not considered a domestic cat or dog, or any feathered animal other than a parakeet or canary.
- Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.
- All dogs and cats must be spayed or neutered before they become six months old. A licensed veterinarian must verify this fact.
- No animal may exceed 25 pounds and/or 18-20 inches (to the shoulder).
- In order to be registered, pets must be appropriately inoculated against rabies, distemper, and other conditions prescribed by state and/or local ordinances. They must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements.
- The Brunswick Housing Authority, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

Five-Year Plan Mission and Goals  
Progress Report

<b>Goal</b>	<b>Progress</b>
Reduce PH Vacancies	Tremendous Improvements have been made
Improve PHAS Score	Work on this is done daily
Improve SEMAP Score	Accomplished goal of being high performer
Increase Customer Satisfaction	Receive good reports on in house surveys
Concentrate on efforts to improve Specific management functions	Still in progress
Modernize PH units	Still in progress through CF
Conduct outreach to landlords	Have briefings monthly
Increase Voucher Payment Standard	Accomplished 10/2000
Deconcentration	Still in progress
Implement PH security measures	Re-evaluate due to elimination of PHDEP
Designate developments for particular Resident groups	Still in progress
Increase the number & percentage of Employed persons	Still in progress
Provide or attract supportive services to Improve assistance recipients Employability	Still in progress
Provide or attract supportive services to Increase independence for the elderly Or families with disabilities	Still in progress
Undertake affirmative measures to ensure Access to assisted housing Regardless of race, color, religion National origin, sex, familial status, And disability	Accomplish daily
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	Accomplish daily

The Housing Authority, City of Brunswick  
Resident Board Member

Mildred Clemons          Appointment          06/20/2003

The Brunswick Housing Authority  
Resident Advisory Board

Rhonda Morris	62 Hopkins Homes
Alvona Miller	73 Glynnvilla
Lizzie Lane	43 Abbott Andrews
Isabelle B. Myles	109 Glynnvilla
Stephanie Newberry	36 Abbott Andrews
Mike Clark	12 Glynnvilla Apt
Maureen Stevens	820 Scranton Road Apt #504

A RESOLUTION AMENDING THE HOUSING AUTHORITY OF THE CITY OF BRUNSWICK, GEORGIA'S ADMISSION AND CONTINUED OCCUPANCY POLICIES TO PROVIDE FOR DECONCENTRATION OF POVERTY AND INCOME MIXING IN ITS PUBLIC HOUSING DEVELOPMENTS.

**WHEREAS**, the Quality Housing and Work Responsibility Act of 1998 requires public housing agencies to submit with their annual public housing agency plan an admission policy designed to provide for deconcentration of poverty and income mixing, by bringing higher income residents into lower income public housing communities and bringing lower income residents into higher income public housing communities.

**NOW, THEREFORE BE IT RESOLVED:** The Admission and Continued Occupancy Policies shall be amended as follows:

The Authority encourages deconcentration of poverty and income mixing in its public housing communities by encouraging higher income residents to move into lower income public housing communities and encouraging lower income residents to move into higher income communities.

- (a) The Authority will compare the family incomes of each public housing community with the family incomes of census tracts in which each public housing development is located.
- (b) In order to achieve the Authority's goals of deconcentration of poverty and income mixing the Authority will from time to time skip certain families on the waiting list to reach families with a higher or lower income as needed to further these goals. Such skipping will be applied uniformly.
- (c) The Authority will make an offer to the next eligible family with the appropriate income needed to further the deconcentration of poverty and income mixing goals in accordance with the Applicant Selection and Assignment Plan.

**READ, PASSED AND ADOPTED THIS THE 9<sup>TH</sup> DAY OF JUNE 1999.**

**ATTEST:**

**THE HOUSING AUTHORITY OF THE CITY  
OF BRUNSWICK, GEORGIA**

\_\_\_\_\_  
**Don McGlamory**  
Secretary

**BY:** \_\_\_\_\_  
**Nelson Westbrooks**  
Chairman

**SEAL**



# Brunswick Housing Authority

## Board of Commissioners

### Executive Director

Maintenance Supervisor	Officer	Occupancy Coordinator	CGP Coordinator	Administrative	Director of Finance
Work Center Coordinator	Maint. Clerk	Lease Enforcement Section 8 Manager	Maint Mech II	Administrative Assistance	Assistant Finance Manager
Maint Mech III (3)	Maint Mech I (4)	Receptionist		Procurement Officer	Inspector (2)
Working Foreman		Leasing Specialist (3)		Preventive Maintenance	Accounting Clerk (2)
Maintenance Mech II (4)				IT/Compliance	PHAs Compliance
				Inventory Control	Homeownership
					Resident Initiative Representative
					Field Office Asset Manager

Brunswick Housing Authority  
Agency Plan  
Resident Survey Follow-Up Plan  
July 2005

**Communication**

- Meetings will be held with Resident Associations and the Resident Advisory Board regarding their concerns and perceptions on this issue.
- We will communicate with residents in their spoken language (if different than English).
- We will identify all methods of communicating with residents, such as flyers/letters placed in mailboxes and bulletin boards located in the central office.
- We have recently placed a new person in a position that will communicate directly with residents. This staff person is really excited and wants to make a difference.

**Neighborhood Appearance**

- A renewed effort will be made to keep all developments free and clear of trash and other debris.
- Discussions concerning litter will be held with residents at regularly scheduled resident meetings to encourage their assistance in keeping the developments free of litter.
- Extermination of pest will be done on a regular basis.
- A renewed effort to eliminate graffiti within 24 hours of report will be made.
- This position has been short staffed in this last fiscal year. We are making changes here as well.

**Annual Statement /  
Performance and Evaluation Report**

**Part I: Summary**  
Capital Fund Program (CFP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

HA Name		Comprehensive Grant Number		FFY of Grant Approval	
THE HOUSING AUTHORITY OF THE CITY OF BRUNSWICK		GA06P00950101		2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number <input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 12/31/04 <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement/Revision Number 1_ <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non- CGP Funds Contract Retentions	\$ -	\$ -	\$ -	\$ -
2	1406 Operations (May not exceed 10% of line 19)	\$ -	\$ -	\$ -	\$ -
3	1408 Management Improvements	\$ 106,651.94	\$ -	\$ 106,651.94	\$ 106,651.94
4	1410 Administration	\$ 106,120.00	\$ -	\$ 106,120.00	\$ 106,120.00
5	1411 Audit	\$ -	\$ -	\$ -	\$ -
6	1415 Liquidated Damages	\$ -	\$ -	\$ -	\$ -
7	1430 Fees and Costs	\$ -	\$ -	\$ -	\$ -
8	1440 Site Acquisition	\$ -	\$ -	\$ -	\$ -
9	1450 Site Improvement	\$ -	\$ -	\$ -	\$ -
10	1460 Dwelling Structures	\$ 795,228.56	\$ -	\$ 795,228.56	\$ 795,228.56
11	1465.1 Dwelling Equipment - Nonexpendable	\$ -	\$ -	\$ 53,207.50	\$ 53,207.50
12	1470 Nondwelling Structures	\$ -	\$ -	\$ -	\$ -
13	1475 Nondwelling Equipment	\$ 53,207.50	\$ -	\$ -	\$ -
14	1485 Demolition	\$ -	\$ -	\$ -	\$ -
15	1490 Replacement Reserve	\$ -	\$ -	\$ -	\$ -
16	1495.1 Relocation Costs	\$ -	\$ -	\$ -	\$ -
17	1498 Mod Used for Development	\$ -	\$ -	\$ -	\$ -
18	1502 Contingency (may not exceed 8% of line 16)	\$ -	\$ -	\$ -	\$ -
19	Amount of Annual Grant (Sum of lines 2 - 15)	\$ 1,061,208.00	\$ -	\$ 1,061,208.00	\$ 1,061,208.00
20	Amount of line 19 Related to LBP Activities	\$ -			
21	Amount of line 19 Related to Section 504 Compliance	\$ -			
22	Amount of line 19 Related to Security	\$ -			
23	Amount of line 19 Related to Energy Conservation Measures	\$ -			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

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

OMB Approval 2577-0157 (E)

Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PHA Wide Management Improvements</b>	<b>Management Improvements</b>							
	Software upgrade, utility Allowance	1408	100%	\$ 106,651.94	\$ -	\$ 106,651.94	\$ 106,651.94	WIP
	Resident Self Sufficiency Training, Marketing Study and Security							
	<b>Subtotal</b>			<b>\$ 106,651.94</b>	<b>\$ -</b>	<b>\$ 106,651.94</b>	<b>\$ 106,651.94</b>	
<b>PHA Wide Administration</b>	<b>Administration</b>							
	CGP Administration salary and Benefits	1410	100%	\$ 106,120.00	\$ -	\$ 106,120.00	\$ 106,120.00	WIP
	<b>Subtotal</b>			<b>\$ 106,120.00</b>	<b>\$ -</b>	<b>\$ 106,120.00</b>	<b>\$ 106,120.00</b>	
<b>Fees and Costs</b>	<b>A &amp; E Fees</b>							
	-Architectural Services	1430		\$ -	\$ -	\$ -	\$ -	
	<b>Subtotal</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>PHA Wide Selected Work Items</b>	<b>Selected Work Items</b>							
	Appliances	1465.1	177	\$ -	\$ -	\$ 53,207.50	\$ 53,207.50	Completed
	<b>Subtotal</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 53,207.50</b>	<b>\$ 53,207.50</b>	
<b>GA 9-1</b>	<b>Site Improvements</b>							
<b>Glynnvilla</b>	Repair parking lot	1460	0	\$ 62,795.00	\$ -	\$ -	\$ -	Contract Completed with Section 8 funds
	HVAC	1460	0	\$ -	\$ -	\$ -	\$ -	
	<b>Subtotal</b>			<b>\$ 62,795.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

<b>GA 9-2</b>	<b>Site Improvements</b>							
<b>McIntyre</b>	HVAC	1460	67	\$ 429,387.50	\$ -	\$ 538,022.24	\$ 538,022.24	Under Contract
	<b>Subtotal</b>			<b>\$ 429,387.50</b>	<b>\$ -</b>	<b>\$ 538,022.24</b>	<b>\$ 538,022.24</b>	
<b>GA 9-4</b>	<b>Site Improvements</b>							

<b>Brooklyn</b>	HVAC	1460	50	\$ 303,046.06	\$ -	\$ 257,206.32	\$ 257,206.32	Under Contract Moved from 2000
	Repair Roofs	1460	50	\$ -	\$ -	\$ -	\$ -	
	<b>Subtotal</b>			<b>\$ 303,046.06</b>	<b>\$ -</b>	<b>\$ 257,206.32</b>	<b>\$ 257,206.32</b>	

xp. 7/31/95)

**fork (2)**



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

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

OMB Approval No. 2577-0157

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
	PHA Wide	6/30/2003			06/30/04		
GA 9-1 Glynnvilla	6/30/2003			06/30/04			
GA 9-2 McIntyre Court	6/30/2003			6/30/2004			
GA 9-4 Brooklyn Hom	6/30/2003			06/30/04			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator

**Annual Statement /  
Performance and Evaluation Report**

**Part I: Summary**  
Capital Fund Program (CFP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

<b>HA Name</b>		<b>Comprehensive Grant Number</b>		<b>FFY of Grant Approval</b>	
THE HOUSING AUTHORITY OF THE CITY OF BRUNSWICK		GA06P00950102		2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number _ <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending 12/31/04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non- CGP Funds    Contract Retentions	\$ -	\$ -	\$ -	\$ -
2	1406    Operations (May not exceed 10% of line 19)	\$ 159,329.00	\$ 159,329.00	\$ 159,329.00	\$ 159,329.00
3	1408    Management Improvements	\$ 133,763.34	\$ 142,860.32	\$ 142,860.32	\$ 142,860.32
4	1410    Administration	\$ 79,664.00	\$ 74,817.13	\$ 74,817.13	\$ 74,817.13
5	1411    Audit	\$ -	\$ -	\$ -	\$ -
6	1415    Liquidated Damages	\$ -	\$ -	\$ -	\$ -
7	1430    Fees and Costs	\$ 35,722.07	\$ 35,722.07	\$ 35,722.07	\$ 35,722.07
8	1440    Site Acquisition	\$ -	\$ -	\$ -	\$ -
9	1450    Site Improvement	\$ -	\$ -	\$ -	\$ -
10	1460    Dwelling Structures	\$ 334,641.86	\$ 334,641.86	\$ 334,641.86	\$ 334,641.86
11	1465.1    Dwelling Equipment - Nonexpendable	\$ 12,935.66	\$ 12,935.66	\$ 12,935.66	\$ 12,935.66
12	1470    Nondwelling Structures	\$ -	\$ -	\$ -	\$ -
13	1475    Nondwelling Equipment	\$ 40,589.07	\$ 36,338.96	\$ 36,338.96	\$ 36,338.96
14	1485    Demolition	\$ -	\$ -	\$ -	\$ -
15	1490    Replacement Reserve	\$ -	\$ -	\$ -	\$ -
16	1495.1    Relocation Costs	\$ -	\$ -	\$ -	\$ -
17	1498    Mod Used for Development	\$ -	\$ -	\$ -	\$ -
18	1502    Contingency (may not exceed 8% of line 16)	\$ -	\$ -	\$ -	\$ -
19	Amount of Annual Grant (Sum of lines 2 - 15)	\$ 796,645.00	\$ 796,645.00	\$ 796,645.00	\$ 796,645.00
20	Amount of line 19 Related to LBP Activities	\$ -			
21	Amount of line 19 Related to Section 504 Compliance	\$ -			
22	Amount of line 19 Related to Security	\$ -			
23	Amount of line 19 Related to Energy Conservation Measures	\$ -			
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.		(2) To be completed for the Performance and Evaluation Report.			
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator and Date			

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

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

OMB Approval 2577-0157 (Exp. 7/31/95)

Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PHA Wide Management Improvements</b>	Management Improvements to include resident training	1408	LS	\$ 133,763.34	\$ 142,860.32	\$ 142,860.32	\$ 142,860.32	Completed
	Security, and apprenticeship program							
	<b>Subtotal</b>			<b>\$ 133,763.34</b>	<b>\$ 142,860.32</b>	<b>\$ 142,860.32</b>	<b>\$ 142,860.32</b>	
<b>PHA Wide Administration</b>	CGP Administration salary and Benefits	1410	LS	\$ 79,664.00	\$ 74,817.13	\$ 74,817.13	\$ 74,817.13	Completed
	<b>Subtotal</b>			<b>\$ 79,664.00</b>	<b>\$ 74,817.13</b>	<b>\$ 74,817.13</b>	<b>\$ 74,817.13</b>	
	<b>Subtotal</b>			<b>\$ 79,664.00</b>	<b>\$ 74,817.13</b>	<b>\$ 74,817.13</b>	<b>\$ 74,817.13</b>	
<b>Fees and Costs</b>	<b>A &amp; E Fees</b> -Architectural Services	1430	LS	\$ 35,722.07	\$ 35,722.07	\$ 35,722.07	\$ 35,722.07	Completed
	<b>Subtotal</b>			<b>\$ 35,722.07</b>	<b>\$ 35,722.07</b>	<b>\$ 35,722.07</b>	<b>\$ 35,722.07</b>	
	<b>Subtotal</b>			<b>\$ 35,722.07</b>	<b>\$ 35,722.07</b>	<b>\$ 35,722.07</b>	<b>\$ 35,722.07</b>	
<b>PHA Wide Selected Work Items</b>	Appliances	146501	100%	\$ 12,935.66	\$ 12,935.66	\$ 12,935.66	\$ 12,935.66	Completed
	<b>Subtotal</b>			<b>\$ 12,935.66</b>	<b>\$ 12,935.66</b>	<b>\$ 12,935.66</b>	<b>\$ 12,935.66</b>	
	<b>Subtotal</b>			<b>\$ 12,935.66</b>	<b>\$ 12,935.66</b>	<b>\$ 12,935.66</b>	<b>\$ 12,935.66</b>	
<b>PHA Wide Operation</b>	Operation	1406	LS	\$ 159,329.00	\$ 159,329.00	\$ 159,329.00	\$ 159,329.00	Completed
	<b>Subtotal</b>			<b>\$ 159,329.00</b>	<b>\$ 159,329.00</b>	<b>\$ 159,329.00</b>	<b>\$ 159,329.00</b>	
	<b>Subtotal</b>			<b>\$ 159,329.00</b>	<b>\$ 159,329.00</b>	<b>\$ 159,329.00</b>	<b>\$ 159,329.00</b>	
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.				(2) To be completed for the Performance and Evaluation Report.				
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				
<b>PHA Wide Site Improvements</b>	Upgrade Computer system	1475	PHA Wide	\$ 40,589.07	\$ 36,338.96	\$ 36,338.96	\$ 36,338.96	Completed
	<b>Subtotal</b>			<b>\$ 40,589.07</b>	<b>\$ 36,338.96</b>	<b>\$ 36,338.96</b>	<b>\$ 36,338.96</b>	
	<b>Subtotal</b>			<b>\$ 40,589.07</b>	<b>\$ 36,338.96</b>	<b>\$ 36,338.96</b>	<b>\$ 36,338.96</b>	
<b>PHA Wide Vehicles</b>	Vehicles	1475	1	\$ -	\$ 0.00	\$ -	\$ -	
	<b>Subtotal</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
	<b>Subtotal</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>GA 9-4 Brooklyn Site Improvements</b>	HVAC	1460	36	\$ 334,641.86	\$ 334,641.86	\$ 334,641.86	\$ 334,641.86	Completed
	<b>Subtotal</b>			<b>\$ 334,641.86</b>	<b>\$ 334,641.86</b>	<b>\$ 334,641.86</b>	<b>\$ 334,641.86</b>	
	<b>Subtotal</b>			<b>\$ 334,641.86</b>	<b>\$ 334,641.86</b>	<b>\$ 334,641.86</b>	<b>\$ 334,641.86</b>	

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

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

OMB Approval No. 2577-0157

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
	PHA Wide	12/31/2003			06/30/06		
GA 9-4 Brooklyn Homes	12/31/2003			06/30/06			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator

**Annual Statement /  
Performance and Evaluation Report**

**Part I: Summary**  
Capital Fund Program (CFP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/95)

<b>HA Name</b>		<b>Comprehensive Grant Number</b>		<b>FFY of Grant Approval</b>	
THE HOUSING AUTHORITY OF THE CITY OF BRUNSWICK		GA06P00950103		2003	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number ___ <input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 12/31/2004 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non- CGP Funds    Contract Retentions	\$ -	\$ -	\$ -	\$ -
2	1406    Operations (May not exceed 10% of line 19)	\$ 156,537.00	\$ 156,537.00	\$ 156,537.00	\$ 156,537.00
3	1408    Management Improvements	\$ 156,537.00	\$ 156,537.00	\$ 156,537.00	\$ 117,702.52
4	1410    Administration	\$ 78,269.00	\$ 78,269.00	\$ 78,269.00	\$ 33,396.85
5	1411    Audit	\$ -	\$ -	\$ -	\$ -
6	1415    Liquidated Damages	\$ -	\$ -	\$ -	\$ -
7	1430    Fees and Costs	\$ 40,000.00	\$ 34,990.00	\$ 34,990.00	\$ 27,452.95
8	1440    Site Acquisition	\$ -	\$ -	\$ -	\$ -
9	1450    Site Improvement	\$ -	\$ -	\$ -	\$ -
10	1460    Dwelling Structures	\$ 286,342.00	\$ 286,342.00	\$ 286,342.00	\$ 286,342.00
11	1465.1    Dwelling Equipment - Nonexpendable	\$ 45,000.00	\$ 43,747.00	\$ 11,064.34	\$ 11,064.34
12	1470    Nondwelling Structures	\$ -	\$ -	\$ -	\$ -
13	1475    Nondwelling Equipment	\$ 20,000.00	\$ 26,263.00	\$ 26,263.00	\$ 26,263.00
14	1485    Demolition	\$ -	\$ -	\$ -	\$ -
15	1490    Replacement Reserve	\$ -	\$ -	\$ -	\$ -
16	1495.1    Relocation Costs	\$ -	\$ -	\$ -	\$ -
17	1498    Mod Used for Development	\$ -	\$ -	\$ -	\$ -
18	1502    Contingency (may not exceed 8% of line 16)	\$ -	\$ -	\$ -	\$ -
19	Amount of Annual Grant (Sum of lines 2 - 15)	\$ 782,685.00	\$ 782,685.00	\$ 750,002.34	\$ 658,758.66
20	Amount of line 19 Related to LBP Activities	\$ -			
21	Amount of line 19 Related to Section 504 Compliance	\$ -			
22	Amount of line 19 Related to Security	\$ -			
23	Amount of line 19 Related to Energy Conservation Measures	\$ -			
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.		(2) To be completed for the Performance and Evaluation Report.			
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator and Date			

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

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

OMB Approval 2577-0157 (Exp. 7/31/95)

Development Number / Name HA - Wide Activities	Description of Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHA Wide Management Improvements	Management Improvements to include resident training	1408	LS	\$ 156,537.00	\$ 156,537.00	\$ 156,537.00	\$ 117,702.52	WIP
	Security, and apprenticeship program							
	<b>Subtotal</b>			<b>\$ 156,537.00</b>	<b>\$ 156,537.00</b>	<b>\$ 156,537.00</b>	<b>\$ 117,702.52</b>	
PHA Wide Administration	CGP Administration salary and Benefits	1410	LS	\$ 78,269.00	\$ 78,269.00	\$ 78,269.00	\$ 33,396.85	WIP
	<b>Subtotal</b>			<b>\$ 78,269.00</b>	<b>\$ 78,269.00</b>	<b>\$ 78,269.00</b>	<b>\$ 33,396.85</b>	
Fees and Costs	A & E Fees							
	Architectural Services	1430	LS	\$ 40,000.00	\$ 34,990.00	\$ 34,990.00	\$ 27,452.95	Under Contract 10/20/2003
	<b>Subtotal</b>			<b>\$ 40,000.00</b>	<b>\$ 34,990.00</b>	<b>\$ 34,990.00</b>	<b>\$ 27,452.95</b>	
PHA Wide Selected Work Items	Appliances	146501	100%	\$ 45,000.00	\$ 43,747.00	\$ 11,064.34	\$ 11,064.34	On order
	<b>Subtotal</b>			<b>\$ 45,000.00</b>	<b>\$ 43,747.00</b>	<b>\$ 11,064.34</b>	<b>\$ 11,064.34</b>	
PHA Wide Operation	Site Improvements	1406	LS	\$ 156,537.00	\$ 156,537.00	\$ 156,537.00	\$ 156,537.00	Completed
	<b>Subtotal</b>			<b>\$ 156,537.00</b>	<b>\$ 156,537.00</b>	<b>\$ 156,537.00</b>	<b>\$ 156,537.00</b>	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date  
\$ASQGA0092005200509231253-05 9/23/2005

Signature of Public Housing Director/Office of Native American Programs Administrator and Date  
Page 1 of 2

form HUD-52837 (01/05/95)  
ref Handbook 7485.3

<b>PHA Wide</b>	Vehicles	1475	1	\$ 20,000.00	\$26,263.00	\$ 26,263.00	\$ 26,263.00	Completed
	<b>Subtotal</b>			<b>\$ 20,000.00</b>	<b>\$ 26,263.00</b>	<b>\$ 26,263.00</b>	<b>\$ 26,263.00</b>	
<b>GA 9-4</b>	<b>Site Improvements</b>							
<b>Brooklyn</b>	HVAC	1460	7	\$ 45,263.25	\$ 45,263.25	\$ 45,263.25	\$ 45,263.25	Completed
	<b>Subtotal</b>			<b>\$ 45,263.25</b>	<b>\$ 45,263.25</b>	<b>\$ 45,263.25</b>	<b>\$ 45,263.25</b>	
<b>GA 9-3</b>								
<b>Hopkins Homes</b>	HVAC	1460	32	\$ 241,078.75	\$ 241,078.75	\$ 241,078.75	\$ 241,078.75	WIP will continue in next funding cycle
	<b>Subtotal</b>			<b>\$ 241,078.75</b>	<b>\$ 241,078.75</b>	<b>\$ 241,078.75</b>	<b>\$ 241,078.75</b>	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

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

OMB Approval No. 2577-0157

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
	PHA Wide	9/16/2005			09/16/07		
GA 9-4 Brooklyn Homes	9/16/2005			09/16/07			
GA 9-3 Hopkins Homes	9/16/2005			9/16/2007			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator

**Annual Statement /  
Performance and Evaluation**  
Part I: Summary  
Capital Fund Program (CFP)

<b>HA Name</b>	
<b>THE HOUSING</b>	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Dis <input type="checkbox"/> Final Performance and Evaluation Report	
<b>Line No.</b>	
1	Total Non- CGP Funds
2	1406
3	1408
4	1410
5	1411
6	1415
7	1430
8	1440
9	1450
10	1460
11	1465.1
12	1470
13	1475
14	1485
15	1490
16	1495.1
17	1498
18	1502
19	Amount of An
20	Amount of line
21	Amount of line
22	Amount of line
23	Amount of line
(1) To be completed for the Performance and Ev	
Signature of Executive Director and Date	

# Report

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

O

<b>AUTHORITY OF THE CITY OF BRUNSWICK</b>	<b>Comprehensive Grant Number GA06P00950103</b>
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Revised Annual Statement/Revision Number \_\_\_ [ X ] Performance and Evaluation Report

Summary by Development Account	Total Estimated Cost	
	Original	Revised (1)
Contract Retentions	\$ -	\$ -
Operations (May not exceed 10% of line 19)	\$ 192,122.40	\$ -
Management Improvements	\$ 192,122.40	\$ -
Administration	\$ 96,061.20	\$ -
Audit	\$ -	\$ -
Liquidated Damages	\$ -	\$ -
Fees and Costs	\$ 40,000.00	\$ -
Site Acquisition	\$ -	\$ -
Site Improvement	\$ -	\$ -
Dwelling Structures	\$ 345,306.00	\$ -
Dwelling Equipment - Nonexpendable	\$ 45,000.00	\$ -
Nondwelling Structures	\$ -	\$ -
Nondwelling Equipment	\$ 50,000.00	\$ -
Demolition	\$ -	\$ -
Replacement Reserve	\$ -	\$ -
Relocation Costs	\$ -	\$ -
Mod Used for Development	\$ -	\$ -
Contingency (may not exceed 8% of line 16)	\$ -	\$ -
Annual Grant (Sum of lines 2 - 15)	\$ 960,612.00	\$ -
Line 19 Related to LBP Activities	\$ -	
Line 19 Related to Section 504 Compliance	\$ -	
Line 19 Related to Security	\$ -	
Line 19 Related to Energy Conservation Measures	\$ -	

valuation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report

	Signature of Public Housing Director
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**Annual Statement /  
Performance and Evaluation Report  
Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Development Number / Name HA - Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost	
				Original	Revised (1)
<b>PHA Wide Management Improvements</b>	<b>Management Improvements</b>				
	Management Improvements to include resident training	1408	LS	\$ 192,122.40	\$ -
	Security, and apprenticeship program				
	<b>Subtotal</b>			<b>\$ 192,122.40</b>	<b>\$ -</b>
<b>PHA Wide Administration</b>	<b>Administration</b>				
	CGP Administration salary and Benefits	1410	LS	\$ 96,061.20	\$ -
	<b>Subtotal</b>			<b>\$ 96,061.20</b>	<b>\$ -</b>
<b>Fees and Costs</b>	<b>A &amp; E Fees</b>				
	-Architectural Services	1430	LS	\$ 40,000.00	\$ -
	<b>Subtotal</b>			<b>\$ 40,000.00</b>	<b>\$ -</b>
<b>PHA Wide</b>	<b>Selected Work Items</b>				
	Appliances	146501	100%	\$ 45,000.00	\$ -
	<b>Subtotal</b>			<b>\$ 45,000.00</b>	<b>\$ -</b>
<b>PHA Wide Operation</b>	<b>Site Improvements</b>				
	Operation	1406	LS	\$ 192,122.40	\$ -
	<b>Subtotal</b>			<b>\$ 192,122.40</b>	<b>\$ -</b>

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement. (2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

Signature of Executive Director and Date

Signature of Public Housing Director/C

<b>PHA Wide</b>	Vehicles	1475	1	\$ 50,000.00	\$ -
	<b>Subtotal</b>			<b>\$ 50,000.00</b>	<b>\$ -</b>

<b>Hopkins Homes</b>	HVAC		1460	32	\$ 345,306.00	\$ -
					<b>Subtotal</b>	<b>\$ 345,306.00</b>

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.	(2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
Signature of Executive Director and Date	Signature of Public Housing Director/Chief Financial Officer

ing

Housing

OMB Approval 2577-0157 (Exp. 7/31/95)

Total Actual Cost		Status of Proposed Work (2)
Funds Obligated (2)	Funds Expended (2)	
\$ 192,122.40	\$ -	WIP
<b>\$ 192,122.40</b>	<b>\$ -</b>	
\$ 96,061.20	\$ -	WIP
<b>\$ 96,061.20</b>	<b>\$ -</b>	
\$ -	\$ -	
<b>\$ -</b>	<b>\$ -</b>	
\$ -	\$ -	
<b>\$ -</b>	<b>\$ -</b>	
\$ 192,122.40	#####	Completed
<b>\$ 192,122.40</b>	<b>#####</b>	

ance and Evaluation Report.

Office of Native American Programs Administrator and Date

\$ -	\$ -
<b>\$ -</b>	<b>\$ -</b>

\$ -	\$ -
\$ -	\$ -

ance and Evaluation Report.

Office of Native American Programs Administrator and Date

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

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

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)		
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)
	PHA Wide	9/30/2006			09/30/08	
GA 9-3 Hopkins Homes	9/30/2006			09/30/08		

(1) To be completed for the Performance and Evaluation Report (2) To be completed for the Performance and

Signature of Executive Director and Date

Signature of Public Housing Director/Office of

using

OMB Approval No. 2577-0157 (Exp. 7/31/95)

**Reasons for Revised Target Dates (2)**

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of Evaluation Report.  
of Native American Programs Administrator and Date

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

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

OMB Approval No. 2577-0157

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
	PHA Wide	9/16/2005			09/16/07		
GA 9-4 Brooklyn Homes	9/16/2005			09/16/07			
GA 9-3 Hopkins Homes	9/16/2005			9/16/2007			

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator

On December 2, 2004 at 2pm a RAB meeting was held at the Central office of the Brunswick Housing Authority. Mr. McGlamory opened the meeting by thanking everyone for attending. He then told everyone that this year with the Agency Plan we would be submitting a Five-Year Plan. Everyone was given a copy of the HUD Template and a copy of the Capital Fund spreadsheets showing a "Plan A" and a "Plan B". Mr. McGlamory told everyone that this was just the preliminary meeting to give them this information and briefly discuss it. They could carry this with them and when we schedule the next meeting they would be more prepared to have a discussion and ask any questions they may have.

Mr. McGlamory went on to discussing the leveraging of capital funds that we are trying to do. Mr. McGlamory said that is what the "Plan A" and "Plan B" was about. If we were approved for the bond issue then we would be able to do "Plan A", if not then we would go with "Plan B". He explained that in the first option we would be able to go ahead and finish installing HVAC systems in all communities and repair all of our roofs. If not then it would take us 5 to 7 years to do this same work.

Ms. Myles a resident of Glynnvilla asked if new roofs were installed would they have gutters because she felt that would make them last longer, and if we had put up gutters when we put on the current roofs we would probably not be replacing them now. Mr. McGlamory said that we would have to ask the contractor that, but personally he felt that gutters would probably be more trouble than they are worth because of having to keep them cleaned out.

Mr. McGlamory then discussed the options of metal roofs versus asphalt shingles. He stated that the metal would last twice as long but be about twice as expensive. Members of the RAB felt that metal roofs would be the way to go if we could.

Ms. Myles asked would all roofs have to be replaced are just the apartments that had problems. Mr. McGlamory said that is would be more efficient to replace all the roofs in a community at one time instead of patchwork.

Mr. McGlamory let everyone know that the public hearing would be held on February 3, 2005 at 4pm in the training room of the central office. The date for the next RAB meeting would be determined later and they would be notified but it would most likely be early January.

There being no further questions, the meeting was adjourned.

RAB Board Meeting  
Held on January 18, 2005

Gale Hobbs, Resident Services Manager opened the meeting by welcoming everyone. Ms. Hobbs told everyone that Mr. McGlamory, and Angela Lemmond, Director of Finance would not be able to attend this meeting due to unforeseen circumstances. Mrs. Ruthie Knox, Assistant Finance Manager made sure everyone understood that we considered this meeting very important but due to circumstances beyond our control neither one of us could be there. They then told everyone that any questions that the RAB members had that they could not answer we would provide a response to them.

Ms. Hobbs let everyone know that the purpose of the meeting was to go over the Agency that RAB members were given at the last meeting. Ms. Hobbs then went section by section through the Agency Plan asking for any questions.

The first question Mrs. Myles had was security improvements on page two under strategic goals – what do we propose to do? What do we have in mind for security addressing particularly the elderly? We need to find a way to make them safer. Mrs. Knox told Mrs. Myles that we would have to respond to that question and would do so when we returned.

Ms. Miller wanted more clarification on the pet policy such as what size aquarium is allowed. Ms. Myles then asked about the deposit amount. She said that amount was ok as far as she was concerned but what about the poor clients that can't afford it. Are we denying them pets because of expense? RAB members were told this was another question that we would respond to when we returned.

Ms. Miller made the comment when the section about Crime and Drug prevention was mentioned, that in Dixville they have zero tolerance signs and it seems to work for them.

Ms. Miller asked what is the self sufficiency program. Mrs. Hobbs explained that the FSS program was under the Housing Choice Voucher program and that there was not one offered under public housing.

Ms. Miller asked about community service. She wanted a list of places to go to get on list or what types of places are recognized as fulfilling this requirement. Ms. Hobbs told her that she would get the list and give it to her.

Ms. Miller asked can a single person apply for Section 8? Ms. Hobbs replied that they could.

Ms. Myles asked how long can one stay out of a unit and return without loosing it. Ms. Hobbs told her thirty days.

There were no further questions brought up concerning the Agency Plan so the meeting was adjourned.

# The Brunswick Housing Authority

P.O. Box 1118  
Brunswick, Georgia 31521-1118  
Telephone: (912) 265-1334  
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Don McGlamory, Executive Director

January 25, 2005

Alvona Miller  
#73 Glynnvilla Apartments  
Brunswick, Georgia 31520

Re: RAB Meeting

Ms. Miller:

I am writing this letter to thank you for your participation in the RAB meeting held on January 18, 2005. I apologize for being unable to attend this meeting and want you to know that this meeting was extremely important and I appreciate your participation.

I understand that they were a couple of questions that we asked at this meeting that I need to get you answers to. I hope the responses below will answer any questions that you may have, if not we will try to answer them at the next meeting. Don't forget the public hearing is scheduled for February 3, 2005 at 4pm in the training room at the central office. I hope to see you there.

## Question one

Security Improvements – What do we propose to do? As you are aware we have lost much of the funding and grants that were available to deal with security improvements in public housing. At this time we are having to use money out of our capital fund and our public housing budget to supplement any security programs that we have. The majority of our funds for security go to the C.A.P.A.C. (Citizens And Police Against Crime). Ms. Gale Hobbs, our Resident Services Manager works closely with these officers and they are continually changing the program and updating things so that we can keep officers in our communities and working with our residents. We also use some of these funds for the Boys and Girls Clubs. We strongly believe that if we keep our youth in these programs and keep them busy then we can keep them out of trouble.

## Questions Two

What size aquarium is allowed and is the deposit amount too high. An aquarium may not exceed five gallons total weight. We feel that pet deposit is consistent with what is being charged in our industry. There are numerous costs and repairs that may be brought on by having a pet in an apartment. The security deposit is charged to offset some of this cost, just as the security deposit that everyone pays when they move in is. The pet deposit is refundable when a person no longer has the pet or moves from the apartment. The administrative fee charged is not refundable because of additional costs required of the housing authority when there is a pet.

I hope that this answers the questions that could not be answered the other day. If you have any additional questions please do not hesitate to bring them up at the next RAB meeting.

Thank you again for your participation. See you at the public hearing on February 3, 2005 at 4pm.

Sincerely,

Don McGlamory  
Executive Director

Minutes from the Public Hearing  
February 3, 2005  
4pm

The Board Chairman, Daniel Wilson opened the public hearing by offering a moment of silent prayer. Then Mr. Wilson welcomed everyone and let them know that we were here to discuss the Agency Plan. Mr. Wilson then turned the meeting over to the Executive Director, Don McGlamory. Mr. McGlamory also thanked everyone for attending the public hearing. He let everyone know that this plan had been put together in conjunction with the Resident Advisory Board. The RAB had reviewed the plan and given comments that they had.

Mr. McGlamory explained that the major thing going on in the Agency Plan was that we are joining a pool to leverage our capital funds so that we can complete some major work items that need to be done. Mr. McGlamory explained to everyone that when you have to piece mill jobs and do them as you have funds available the job will cost more to do. That is why we are interested in borrowing against our future year capital funds. We will still receive the capital funds every year and will use a portion of that money to pay back this loan. Meanwhile we will be able to go ahead and finish all of the HVAC work and will be able to repair the roofs that we need to repair.

Mr. McGlamory further explained that we were doing a dual process with this meeting. We are presenting the capital fund plan as if we will get the go ahead for the bond issue, and also approving a plan for if we are unable to get this bond funding and have to rely on current capital funding each year. We are doing this so that we can adjust and move in whatever direction we need to when the time comes and we will not have to have another public hearing. Mr. McGlamory asked everyone in attendance if they understood that, everyone replied that they did.

Mr. McGlamory also told the group that we had just completed a needs assessment which is also included in our Agency Plan. This will give us the ability to exercise fungibility and if something comes up and we need to go ahead and take care of it then we can do it without again having to have another public hearing.

Mr. McGlamory asked if anyone had any questions. There was conversation among staff as to how long ago roofs had been replaced and no one could really remember exactly when and it was pretty much determined that it was over 20 years ago.

Mr. McGlamory called for further questions. There being none the meeting was adjourned.

## Leveraging of Capital Funds

### Narrative:

The Brunswick Housing Authority has determined that capital projects included in our five year plan need to be accelerated. The Brunswick Housing Authority has elected to join a pool of other Housing Authorities in the State of Georgia in order to borrow funds to finance the identified projects and be able to accomplish the completion of major capital projects prior to when they are currently scheduled to be performed. Subject to HUD approval, the Brunswick Housing Authority will undertake the financing, which, subject to appropriations, will be secured and paid from future funds received by the Authority under HUD's Capital Fund Program. The estimated amount of the annual interest and principal payment (the mortgage) over the next 20 years is expected to be approximately \$190,054.00. The financing is solely secured by the pledge of future funds expected to be received by the Brunswick Housing Authority under HUD's Capital Fund Program. This pledge is subject to appropriations.

The amount of funds expected to be received for capital projects and the costs of financing are as follows:

### SOURCE OF FUNDS:

Financing Proceeds	<u>\$2,783,341.00</u>
--------------------	-----------------------

### USE OF FUNDS:

Capital projects	\$2,783,341.00
Reserves	240,153.00
Bond Insurance	63,410.00
Costs of Financing	<u>36,307.00</u>
	<u>\$3,123,211.00</u>

The capital projects are expected to be completed over a four year or sooner period and are identified by project as follows:

Capital Projects	Estimated Cost
HVAC 9-3	\$ 550,000.00
HVAC 9-1	\$ 944,000.00
Roofs	\$1,289,341.00

The Housing Authorities in the Pool have agreed to update the above schedule on an annual basis to reflect expenditures, as well as any revisions to the timing of the implementation of the approved scope of work.

In addition to separate pages detailing the use of capital fund financing proceeds, BLI 1501 of the five year plan will show the budgeted use of capital funds for the payment of debt service related to the financing.

## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: The Brunswick Housing Authority		Grant Type and Number GA 009 Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
<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 No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	192,122.00			
3	1408 Management Improvements	192,122.00			
4	1410 Administration	96,061.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	40,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	130,154.00			
11	1465.1 Dwelling Equipment—Nonexpendable	45,000.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	25,000.00			
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	240,153.00			
20	1502 Contingency				

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

PHA Name: The Brunswick Housing Authority	Grant Type and Number GA 009 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of Annual Grant: (sum of lines 2 – 20)	960,612.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



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

PHA Name: The Brunswick Housing Authority		Grant Type and Number GA 009 Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant: 2005
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
GA 9-3	09/30/2007			09/30/2008			
PHA Wide	09/30/2007			09/30/2008			

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name The Brunswick Housing Authority		<input checked="" 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: 2006	Work Statement for Year 3 FFY Grant: PHA FY: 2007	Work Statement for Year 4 FFY Grant: PHA FY: 2008	Work Statement for Year 5 FFY Grant: PHA FY: 2009
	Annual Statement		TBD	TBD	TBD
		Replace Tubs/Showers			
		Administration	Administration	Administration	Administration
		Management Improvements	Management Improvements	Management Improvements	Management Improvements
		Operations	Operations	Operations	Operations
		Vehicles	Vehicles	Vehicles	Vehicles
		A&E	A&E	A&E	A&E
		Appliances	Appliances	Appliances	Appliances
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year :__2 FFY Grant: PHA FY:			3		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual	GA 9-2	Replace tubs/showers	120,419.00	PHA Wide	Administration	96,061.00
Statement	PHA Wide	Administration	96,061.00	PHA Wide	Management Improvements	192,122.00
	PHA Wide	Management Improvements	192,122.00	PHA Wide	Operations	192,122.00
	PHA Wide	Operations	192,122.00	PHA Wide	Vehicles	25,000.00
	PHA Wide	Vehicles	25,000.00	GA 9-1	A&E	40,000.00
	GA 9-3	A&E	40,000.00	PHA Wide	Appliances	45,000.00
	PHA Wide	Appliances	45,000.00			
		Collateralization of Debt Service	240,153.00		Collateralization of Debt Service	240,153.00
	PHA Wide	Tree Trimming	9,735.00	GA 9-1	Replace broken fencing	3,000.00
				PHA Wide	Repair broken or raised sidewalks	9,500.00
				GA9-1	Paint complete interior of units including walls and ceilings	88,500.00
				GA9-1	Replace interior treads on steps	29,154.00



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

Activities for Year :__4_			Activities for Year: __5_		
FFY Grant:			FFY Grant:		
PHA FY:			PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA Wide	Administration	96,061.00	PHA Wide	Administration	96,061.00
PHA Wide	Management Improvements	192,122.00	PHA Wide	Management Improvements	192,122.00
PHA Wide	Operations	192,122.00	PHA Wide	Operations	192,122.00
PHA Wide	Vehicles	25,000.00	PHA Wide	Vehicles	25,000.00
PHA Wide	A&E	40,000.00	PHA Wide	A&E	40,000.00
PHA Wide	Appliances	45,000.00	PHA Wide	Appliances	45,000.00
TBD	Collartization of Debt Service	240,153.00	TBD	Collartizaiton of Debt Service	240,153.00
GA 9-1	Replace interior treads on stairs	19,986.00	GA9-2	Replace interior treads on stairs	50,072.00
GA 9-2	Paint complete interior of units including walls and ceilings	102,000.00	GA9-2	Replace ceramic tile in bathroom	45,900.00
GA9-2	Replace interior treads on stairs	8,168.00	GA9-2	Install bathroom accessories	16,234.00
			GA 9-2	Replace medicine Cabinets	17,948.00



**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157

HA Name			Original	X
The Housing Authority, City of Brunswick			Revision Number	_____
Development Number	Development Name		DOFA Date	
GA 9-1	Glynnvilla		Or Construction Date	
Development Type	Occupancy Type	Structure Type	Number of Buildings	Numbers of Vacant Units
Rental <u>x</u>	Family <u>x</u>	Detached/Semi-Detached	18	6
Turnkey 111 – Vacant	Elderly	Row X	0 1(13) 2(63)	5%
Turnkey 111 – Occupied	Mixed	Walk-up	3(42) 4 5	Total Current
Mutual Help		Elevator	5+	Units 118
Section 23, Bond Financed				
General Description of Needed Physical Improvements			Urgency of Need (1-5)	
Tree trimming			1	
Replace broken fencing			1	
Replace broken or raised sidewalks			1	
General landscaping including plantings and filling low areas			4	
Replace roofs			1	
Wrap porch columns with vinyl			5	
Install double pane windows			3	
Replace security screens			5	
Replace exterior doors and hardware			3	
Install heavy duty screen doors			3	
Replace interior hollow core doors with solid core doors			4	
Paint complete interior of units including walls and ceilings			3	
Replace interior treads on steps going upstairs			5	
Replace handrails at stairs in townhouses			4	
Install ceiling fan in living room			5	
Replace hardwired smoke detector in each unit			3	

Upgrade electrical service and wiring at each unit	1
Replace existing space heater with HVAC system	1
Replace incandescent light fixtures with fluorescent light fixtures	3
Replace fluorescent light fixtures in kitchen	3
Install fluorescent porch lighting	3
Replace natural gas hot water heaters with electric	3
Enclose domestic hot water heater	3
Replace floor tile in kitchen, living room, hall and bedrooms	3
Replace upper kitchen cabinets	3
Replace lower kitchen cabinets	3
Replace double bowl stainless steel kitchen sink	4
Replace kitchen faucet	3
Replace kitchen counter tops	3
Replace range hood in kitchens	3
Replace washer and dryer hookups	3
Replace wall mounted sinks with a vanity, sink and faucet in bathroom	3
Replace ceramic tile in bath	2
Install new tub/shower	3
Replace commodes	4
Install bathroom accessories	5
Replace medicine cabinets	5
Replace natural gas ranges with electric	3
Replace refrigerators	3
Replace floor tile at Boys and Girls Club	3
Replace roofing at Boys and Girls Club	1
Paint interior at Boys and Girls Club	2
Replace ceiling tiles at Boys and Girls Club	4
Install double pane windows at Boys and Girls Club	3
Replace domestic hot water heater at Boys and Girls Club	3
<b>Total Preliminary Estimated Hard Cost for Needed Physical Improvements</b>	<b>\$4,324,238.00</b>
<b>Per Unit Hard Cost</b>	<b>36,646.08</b>

**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157

HA Name		Original		X
The Housing Authority, City of Brunswick		Revision Number		_____
Development Number	Development Name	DOFA Date		
GA 9-2	McIntyre	Or		
		Construction Date		
Development Type	Occupancy Type	Structure Type	Number of Buildings	Numbers of Vacant Units
Rental <u>  x  </u>	Family <u>  x  </u>	Detached/Semi-Detached	<u>  14  </u>	<u>  15  </u>
Turnkey 111 – Vacant <u>  —  </u>	Elderly <u>  —  </u>	Row X	<u>0_1(40) 2(52)</u>	<u>  11%  </u>
Turnkey 111 – Occupied <u>  —  </u>	Mixed <u>  —  </u>	Walk-up	<u>3(44) 4_ 5_</u>	Total Current
Mutual Help <u>  —  </u>		Elevator	<u>15+_</u>	Units 136
Section 23, Bond Financed				
General Description of Needed Physical Improvements			Urgency of Need (1-5)	

Tree trimming	1
Replace broken or raised sidewalks	1
General landscaping including plantings and filling low areas	4
Replace roofs	1
Wrap porch columns with vinyl	5
Install double pane windows	3
Replace security screens	5
Replace exterior doors and hardware	3
Install heavy duty screen doors	4
Replace interior hollow core doors with solid core doors	4
Paint complete interior of units including walls and ceilings	3
Replace interior treads on steps going upstairs	3
Replace handrails at stairs in townhouses	4
Install ceiling fan in living room	5
Replace hardwired smoke detector in each unit	3

Replace existing HVAC system	5
Replace incandescent light fixtures with fluorescent light fixtures	3
Replace fluorescent light fixtures in kitchen	3
Install fluorescent porch lighting	3
Replace natural gas hot water heaters with electric	5
Replace floor tile in kitchen, living room, hall and bedrooms	3
Replace upper kitchen cabinets	3
Replace lower kitchen cabinets	3
Replace double bowl stainless steel kitchen sink	4
Replace kitchen faucet	3
Replace kitchen counter tops	3
Replace range hood in kitchens	3
Replace washer and dryer hookups	3
Replace wall mounted sinks with a vanity, sink and faucet in bathroom	3
Replace ceramic tile in bath	2
Install new tub/shower	3
Replace commodes	4
Install bathroom accessories	5
Replace medicine cabinets	5
Replace natural gas ranges with electric	4
Replace refrigerators	3
<b>Total Preliminary Estimated Hard Cost for Needed Physical Improvements</b>	<b>4,094,580.00</b>
<b>Per Unit Hard Cost</b>	<b>30,107.21</b>

**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157

HA Name		Original		X
The Housing Authority, City of Brunswick		Revision Number		_____
Development Number	Development Name	DOFA Date		
		Or		
GA 9-3	Hopkins Homes	Construction Date		
Development Type	Occupancy Type	Structure Type	Number of Buildings	Numbers of Vacant Units
Rental <u>  x  </u>	Family <u>  x  </u>	Detached/Semi-Detached	<u>  16  </u>	<u>  1  </u>
Turnkey 111 – Vacant <u>  __  </u>	Elderly <u>  __  </u>	Row <u>  X  </u>	<u>  0  </u> <u>  1(8)2(44)  </u>	<u>  1%  </u>
Turnkey 111 – Occupied <u>  __  </u>	Mixed <u>  __  </u>	Walk-up	<u>  3(48)  </u> <u>  4  </u> <u>  5  </u>	Total Current
Mutual Help <u>  __  </u>		Elevator	<u>  15+  </u>	Units
Section 23, Bond Financed				100
General Description of Needed Physical Improvements				Urgency of Need (1-5)

Tree trimming	1
Replace broken or raised sidewalks	1
General landscaping including plantings and filling low areas	4
Clean out storm drainage system to prevent flooding	1
Replace roofs	1
Pressure wash and paint building exterior	3
Install double pane windows	3
Replace security screens	5
Replace exterior doors and hardware	3
Install heavy duty screen doors	3
Replace interior hollow core doors with solid core doors	4
Paint complete interior of units including walls and ceilings	3
Replace interior treads on steps going upstairs	4
Replace handrails at stairs in townhouses	4
Install ceiling fan in living room	5

Replace hardwired smoke detector in each unit	3
Replace existing HVAC (57 Apartments)	5
Replace incandescent light fixtures with fluorescent light fixtures	3
Install fluorescent porch lighting	3
Replace domestic hot water heater	3
Replace floor tile in kitchen, living room, hall and bedrooms	3
Replace upper kitchen cabinets	3
Replace lower kitchen cabinets	3
Replace double bowl stainless steel kitchen sink	3
Replace kitchen faucet	3
Replace kitchen counter tops	3
Replace range hood in kitchens	3
Replace washer and dryer hookups	3
Replace wall mounted sinks with a vanity, sink and faucet in bathroom	3
Replace ceramic tile in bath	2
Install new tub/shower	2
Replace commodes	4
Install bathroom accessories	5
Replace medicine cabinets	5
Replace natural gas ranges with electric	4
Replace refrigerators	3
<b>Total Preliminary Estimated Hard Cost for Needed Physical Improvements</b>	<b>3,217,436.00</b>
<b>Per Unit Hard Cost</b>	<b>32,174.36</b>

**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157

HA Name			Original	X
The Housing Authority, City of Brunswick			Revision Number	_____
Development Number	Development Name		DOFA Date	
			Or	
GA 9-4	Brooklyn Homes		Construction Date	
Development Type	Occupancy Type	Structure Type	Number of Buildings	Numbers of Vacant Units
Rental <u>  x  </u>	Family <u>  x  </u>	Detached/Semi-Detached	<u>  18  </u>	<u>  4  </u>
Turnkey 111 – Vacant <u>  —  </u>	Elderly <u>  —  </u>	Row X	<u>0_ 1(8) 2(44)</u>	<u>  4%  </u>
Turnkey 111 – Occupied <u>  —  </u>	Mixed <u>  —  </u>	Walk-up	<u>3(40) 4(8) 5_</u>	Total Current
Mutual Help <u>  —  </u>		Elevator	<u>5+_</u>	Units 100
Section 23, Bond Financed				
General Description of Needed Physical Improvements			Urgency of Need (1-5)	

Restripe parking lot spaces	1
Replace broken or raised sidewalks	1
General landscaping including plantings and filling low areas	4
Tree trimming	1
Replace roofs	1
Wrap porch columns with vinyl	5
Install double pane windows	3
Replace security screens	5
Replace exterior doors and hardware	3
Install heavy duty screen doors	4
Replace interior hollow core doors with solid core doors	4
Paint complete interior of units including walls and ceilings	3
Replace interior treads on steps going upstairs	3
Replace handrails at stairs in townhouses	4
Install ceiling fan in living room	5
Replace hardwired smoke detector in each unit	4

Replace existing HVAC system	5
Replace incandescent light fixtures with fluorescent light fixtures	3
Install fluorescent porch lighting	3
Replace natural gas hot water heaters with electric	4
Replace floor tile in kitchen, living room, hall and bedrooms	3
Replace upper kitchen cabinets	3
Replace lower kitchen cabinets	3
Replace double bowl stainless steel kitchen sink	4
Replace kitchen faucet	3
Replace kitchen counter tops	3
Replace range hood in kitchens	3
Replace washer and dryer hookups	3
Replace wall mounted sinks with a vanity, sink and faucet in bathroom	3
Replace ceramic tile in bath	2
Install new tub/shower	3
Replace commodes	4
Install bathroom accessories	5
Replace medicine cabinets	5
Replace natural gas ranges with electric	4
Replace refrigerators	3
Paint Interiors at Boys and Girls Club	2
Replace floor tile at Boys and Girls Club	5
Install double pane windows at Boys and Girls Club	3
Install security screens at Boys and Girls Club	2
Replace interior lighting at Boys and Girls Club	3
Replace roofing at Boys and Girls Club	1
Replace kitchen cabinets at Boys and Girls Club	3
<b>Total Preliminary Estimated Hard Cost for Needed Physical Improvements</b>	<b>3,288,198.00</b>
<b>Per Unit Hard Cost</b>	<b>32,881.98</b>

**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157

HA Name			Original	X
The Housing Authority, City of Brunswick			Revision Number	_____
Development Number	Development Name		DOFA Date	
			Or	
GA 9-5	Mercer Altama		Construction Date	
Development Type	Occupancy Type	Structure Type	Number of Buildings	Numbers of Vacant Units
Rental <u>  x  </u>	Family <u>  x  </u>	Detached/Semi-Detached	<u>  24  </u>	<u>  2  </u>
Turnkey 111 – Vacant <u>  —  </u>	Elderly <u>  —  </u>	Row X	<u>0(11)1(30)2(30)</u>	<u>  1%  </u>
Turnkey 111 – Occupied <u>  —  </u>	Mixed <u>  —  </u>	Walk-up	<u>3(4) 4U(8) 5(1)</u>	Total Current
Mutual Help <u>  —  </u>		Elevator	<u>5+  </u>	Units <u>  84  </u>
Section 23, Bond Financed				
General Description of Needed Physical Improvements			Urgency of Need (1-5)	
Tree trimming			1	
Replace broken or raised sidewalks			1	
General landscaping including plantings and filling low areas			4	
Replace roofs			1	
Wrap porch columns with vinyl			5	
Replace handrails at exterior entry			4	
Install double pane windows			3	
Replace security screens			5	
Replace exterior doors and hardware			4	
Install heavy duty screen doors			4	
Replace interior hollow core doors with solid core doors			4	
Paint complete interior of units including walls and ceilings			3	
Replace interior treads on steps going upstairs			3	
Replace handrails at stairs in townhouses			4	
Install ceiling fan in living room			5	

Replace hardwired smoke detector in each unit	3
Replace existing HVAC system	5
Replace incandescent light fixtures with fluorescent light fixtures	3
Install fluorescent porch lighting	3
Replace natural gas hot water heaters with electric	4
Replace floor tile in kitchen, living room, hall and bedrooms	3
Replace upper kitchen cabinets	3
Replace lower kitchen cabinets	3
Replace double bowl stainless steel kitchen sink	4
Replace kitchen faucet	3
Replace kitchen counter tops	3
Replace range hood in kitchens	3
Replace washer and dryer hookups	3
Replace wall mounted sinks with a vanity, sink and faucet in bathroom	3
Replace ceramic tile in bath	3
Install new tub/shower	3
Replace commodes	4
Install bathroom accessories	5
Replace medicine cabinets	5
Replace natural gas ranges with electric	4
Replace refrigerators	3
<b>Total Preliminary Estimated Hard Cost for Needed Physical Improvements</b>	<b>2,364,344.00</b>
<b>Per Unit Hard Cost</b>	<b>81,146.95</b>

**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157

HA Name		Original <input checked="" type="checkbox"/>	
The Housing Authority, City of Brunswick		Revision Number _____	
Development Number	Development Name	DOFA Date	
GA 9-6	Abbott Andrews	Or Construction Date	
Development Type	Occupancy Type	Structure Type	Number of Buildings   Numbers of Vacant Units
Rental <input checked="" type="checkbox"/>	Family <input checked="" type="checkbox"/>	Detached/Semi-Detached	25   3
Turnkey 111 – Vacant <input type="checkbox"/>	Elderly <input type="checkbox"/>	Row X	0   1   2   6%
Turnkey 111 – Occupied <input type="checkbox"/>	Mixed <input type="checkbox"/>	Walk-up	3(26)4(16)5(9)   Total Current
Mutual Help <input type="checkbox"/>		Elevator	5+   Units 51
Section 23, Bond Financed			
General Description of Needed Physical Improvements			Urgency of Need (1-5) _____

Tree trimming	1
Replace broken or raised sidewalks	1
General landscaping including plantings and filling low areas	4
Replace roofs	1
Wrap porch columns with vinyl	5
Install double pane windows	3
Replace security screens	5
Replace exterior doors and hardware	2
Install heavy duty screen doors	4
Replace interior hollow core doors with solid core doors	4
Paint complete interior of units including walls and ceilings	3
Install ceiling fan in living room	5
Replace hardwired smoke detector in each unit	3
Replace existing HVAC	5

Replace incandescent light fixtures with fluorescent light fixtures	3
Install fluorescent porch lighting	3
Replace natural gas hot water heaters with electric	4
Enclose domestic hot water heater	4
Replace floor tile in kitchen, living room, hall and bedrooms	3
Replace upper kitchen cabinets	3
Replace lower kitchen cabinets	3
Replace double bowl stainless steel kitchen sink	4
Replace kitchen faucet	3
Replace kitchen counter tops	3
Replace range hood in kitchens	3
Replace washer and dryer hookups	3
Replace wall mounted sinks with a vanity, sink and faucet in bathroom	3
Replace ceramic tile in bath	4
Install new tub/shower	3
Replace commodes	4
Install bathroom accessories	5
Replace medicine cabinets	5
Replace natural gas ranges with electric	4
Replace refrigerators	3
<b>Total Preliminary Estimated Hard Cost for Needed Physical Improvements</b>	<b>1,588,768.00</b>
<b>Per Unit Hard Cost</b>	<b>31,152.31</b>

## Detailed Borrowing Analysis

### Capital Fund Grant Leveraging

Completed for	<b>GA009 Brunswick Housing Authority</b>	
Assumed Interest Rate		4.65%
Origination Fee		0.35%
FA and Bond Counsel		1.20%
Mgt. Assessment, Fairness Opinion, Lender Legal & Closing Costs	\$ 15,000	
DSR Initial Deposit		100%
Term of This Borrowing		20
Months of Cap Interest		3
P&I per Year		12

### Computation of Base Capital Fund for Borrowing

Assumed Base Year Capital Funds Allocation	960,612
Planned Demolition - Confirmed No Demolition	
Housing Brought Back On Line	
Other Adjustments #1	
Other Adjustments #2	0
<b>Net Capital Fund</b>	<b>960,612</b>
Annual Debt Service Pledge	240,153
Annual Debt Service Pledge as % of Base Cap Funds	25.0%

### Proceeds Analysis

Gross Borrowing	3,123,211
Less Fees	(63,410)
Reserve Deposit	240,153
Less Cap Interest	(36,307)
Net Proceeds to PHA Project Fund	2,783,341
PHA Fiscal Year Begins	7/1/2004

*All interest rates and expenses are assumptions and subject to revision. This should be used for planning purposes only.*

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

<b>PHA Name:</b>  GA009 Brunswick Housing Authority	<b>Grant Type and Number</b>  Capital Fund Program Grant No: Replacement Housing Factor	<b>Federal FY of Grant:</b> <b>Cap Fund</b> <b>Borrowing</b>
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- Original Annual Statement     
  Reserve for Disasters / Emergencies     
  Revised Annual Statement  
 Performance and Evaluation Report for Period Ending     
  Final Performance and Evaluation Report     
 Revision Number

**Performance and Evaluation Report for Period Ending:      Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	150,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	2,633,341			
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 Proposed Project: (sum of lines 2 – 20)	2,783,341			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				





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

<b>PHA Name:</b>  GA009 Brunswick Housing Authority	<b>Grant Type and Number</b>  Capital Fund Program Grant No: Replacement Housing Factor	<b>Federal FY of Grant:</b>  2004
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Original Annual Statement     
 Reserve for Disasters / Emergencies     
 Revised Annual Statement  
 Performance and Evaluation Report for Period Ending     
 Final Performance and Evaluation Report

Revision Number                      1

**Performance and Evaluation Report for Period Ending:                      Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	192,122.40	192,122.40		
3	1408 Management Improvements	192,122.40	192,122.40		
4	1410 Administration	96,061.20	96,061.20		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	40,000.00	40,000.00		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	345,306.00	105,153.00		
11	1465.1 Dwelling Equipment—Nonexpendable	45,000.00	45,000.00		
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	50,000.00	50,000.00		
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		240,153.00		
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	960,612.00	960,612.00		
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				



