

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

The Housing Authority of the City of Annapolis

**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:** Housing Authority of the City of Annapolis

**PHA Number:** MD001

**PHA Fiscal Year Beginning:** 07/2005

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 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:

The Housing Authority of the City of Annapolis strives to provide quality affordable housing in safe, attractive communities for eligible families, the elderly and persons with disabilities based on need and income. HACA expects all residents to make a positive contribution to their communities and work with the HACA to make them good places to live. The Authority encourages residents to seek a better life for themselves and their families by providing supportive services through partnerships with local service organizations.

**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)

### **Goal Number One**

The HACA will stabilize operations and ensure the full utilization of all programs and resources in order to maximize the degree to which the local affordable housing need is met.

The HACA will reduce vacancies to less than 3% (excluding units off-line for modernization work).

The HACA will provide quality maintenance services to all residents and promote a shift to site-based operations to promote effective asset management.

The HACA will develop and implement information and management systems that promote increased information, performance, and efficiency.

The HACA will continue to improve its performance under HUD assessment systems including the Public Housing Assessment System and the Section Eight Management Assessment Program.

The HACA will develop a specific public relations plan to help improve the image of the agency as well as educate the community about the facts regarding public housing.

### **Goal Number Two**

The HACA will ensure that programs are fiscally sound and will ensure that budgets are balanced.

The HACA will review the Operating Budget and streamline operations as necessary to ensure a balanced budget.

The HACA will ensure that the Section 8 program operates within the Administrative Fee as determined by HUD.

The HACA will identify alternative funding sources or sources for services related to resident and community services.

The HACA will minimize its dependence on the Capital Fund Program for operating expenditures to ensure that the maximum amount of that fund goes to physical improvements.

### **Goal Number Three**

The HACA will establish and implement an effective Asset Management Plan in order to ensure the long-term viability of assets as well as to identify potential areas of redevelopment or development.

The HACA will review the long-term viability of each development and surrounding neighborhood to determine the best long-term use for each property.

The HACA will develop an effective capital plan in accordance with the Asset Management Plan to include all capital funding for a minimum of a five-year period.

The HACA will utilize the results of development assessment to identify potential development or redevelopment projects. The HACA is committed to maintaining its present number of housing units (1,104) within the City Limits of Annapolis.

The HACA will modify policies, procedures, and operational approaches, as needed, in order to support the Asset Management Plan.

### **Goal Number Four**

The HACA will establish and promote resident initiatives that will result in greater involvement, self-sufficiency, and upward mobility.

The HACA will provide support and technical assistance to residents in each community for the continued development of Resident Councils.

The HACA, along with the Resident Councils will develop a clear plan for the use of the \$25 per unit per year Resident Participation Funding.

The HACA will conduct a needs assessment for each community to identify needed services.

The HACA will coordinate all available community services and encourage partnerships with existing providers or various programs in the area.

The HACA will identify alternative funding sources for other resident services and economic development activities to include both HUD and non-HUD sources (i.e. grants, foundations, faith-based initiatives, etc.).

### **Goal Number Five**

The HACA will expand its capacity for housing and community development and redevelopment.

The HACA will increase its involvement in and cooperation with existing community development initiatives with the city, county or state.

The HACA will improve its working relationship with various housing and community development providers in the service area.

The HACA will enhance its capacity for development and redevelopment through specific training for senior staff and through the identification of various necessary professional services related to financing and development.

The HACA will identify specific development or redevelopment opportunities and will develop a plan of action and timeline to take advantage of those opportunities.

**Annual PHA Plan  
PHA Fiscal Year 2004**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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

The Agency Plan is a comprehensive guide to the Housing Authority of the City of Annapolis' policies, programs, operations and strategies for meeting local housing needs and goals. There are two parts to the Plan: the Five-Year Plan, which the Authority submits to the Department of Housing and Urban Development (HUD) once every fifth fiscal year, and the Annual Plan, which is submitted to HUD every year. This document represents the Authority's FY2005-2009 Five-Year Plan and FY2005 Annual Agency Plan.

Since the Agency Plan serves as the annual application for the Capital Fund Program (CFP), the Authority has submitted an Annual Statement and Five-Year Plan for the FY2005 CFP based on FY2004 funding amount. The Annual Statement and Five-Year Plan can be found in this binder under Tab 2 (md001a01).

The Housing Authority is also making some changes to the Admissions and Continued Occupancy Policy at this time. While these changes will not be submitted to HUD with the electronic submission of the Plan, they will be on display with the Plan during the 45 day Public Hearing Notice Period. Changes are also being made to the Authority's Personnel Policy and will also be on display with the Plan during the 45 day Public Hearing Notice Period.

A list of all information included in the Plan is located on the following pages.

### **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:

- Attachment A.** Admissions Policy for Deconcentration
- FY 2005 Capital Fund Program Annual Statement (**md001a01**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Attachment B.** Brief Statement of Progress in Meeting the 5-Year Plan Mission and Goals
- Attachment C.** Resident Membership of the PHA Governing Board
- Attachment D.** Membership of the Resident Advisory Board
- Attachment E.** Criteria for Substantial Deviation and Significant Amendments
- Attachment F.** Resident Satisfaction Survey Follow-Up Plan
- Attachment G.** Resident Advisory Board Comments
- Attachment H.** Community Service Requirements
- Attachment I.** Pet Policy
- Attachment J.** Comments on the FY2004 Agency Plan Annual Update
- Attachment K.** Section 8 Homeownership Capacity Statement
- FY2004 Performance and Evaluation Report (**md001b01**)
- FY2003 (50103) Performance and Evaluation Report (**md001c01**)
- FY2003 (50203) Performance and Evaluation Report (**md001d01**)
- FY2002 Performance and Evaluation Report (**md001e01**)
- FY2001 Performance and Evaluation Report (**md001f01**)
- DHCD Bond Financed Projects (**md001g01**)

### Optional Attachments:

- PHA Management Organizational Chart
- FY 2005-2009 Capital Fund Program 5 Year Action Plan (**md001a01**)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

## Supporting Documents Available for Review

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

<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
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 1. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	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

<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	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Resident Assessment and Satisfaction Survey	Attachment F

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,069	5	5	5	4	4	3
Income >30% but <=50% of AMI	715	4	4	4	3	3	3
Income >50% but <80% of AMI	640	3	3	3	3	3	3
Elderly	464	3	2	2	3	2	3
Families with Disabilities	460	3	4	3	5	3	3
White	1,316	3	3	3	3	3	3
Black	1,179	3	3	3	3	3	3
Hispanic	224	3	3	3	3	3	3

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year:
- 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)

Numbers of disabled families with housing problems comes from the Mobility and Self Care Limitation category in the CHAS dataset (2000).

## 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.

<b>Housing Needs of Families on the Waiting List</b>			
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	1,146		128
Extremely low income ( $\leq 30\%$ AMI)	861	75%	
Very low income ( $>30\%$ but $\leq 50\%$ AMI)	134	12%	
Low income ( $>50\%$ but $<80\%$ AMI)	32	3%	
Families with children	788	69%	
Elderly families	67	6%	
Families with Disabilities	131	11%	
African-American	933	81%	
Caucasian	89	8%	
Asian/Pacific	4	0.3%	
Indian	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	0	0%	16
1 BR	358	31%	25
2 BR	542	48%	46
3 BR	202	18%	33
4 BR	40	3%	5
5 BR	2	0.2%	3
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 Waiting List</b>			
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	2,081	n/a	n/a
Extremely low income (=30% AMI)	1,624	78%	
Very low income (>30% but <=50% AMI)	376	18%	
Low income (>50% but <80% AMI)	76	4%	
Families with children	1,579	76%	
Elderly families	103	5%	
Families with Disabilities	220	11%	
African-American	1,730	83%	
Caucasian	225	11%	
Asian/Pacific	84	0.3%	
Indian	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	n/a	n/a	n/a
1 BR	n/a	n/a	n/a
2 BR	n/a	n/a	n/a
3 BR	n/a	n/a	n/a
4 BR	n/a	n/a	n/a
5 BR	n/a	n/a	n/a
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? Since 12/2004			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### 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)

Strive to meet targeting goals established by HUD.

**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)

Strive to meet targeting goals established by HUD.

**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)

Monitor waiting lists for housing demand by elderly applicants.

**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)

Monitor waiting lists for the demand for housing by handicapped/disabled families.

**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 2004 grants)</b>		
a) Public Housing Operating Fund	\$2,926,428	Operations
b) Public Housing Capital Fund	\$1,819,741	Site/Mgt. Improvement
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance (181 vouchers)	\$1,295,995	HAP/Admin Costs
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	250,000	Program Costs
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Section 8 Substantial Rehabilitation	\$1,244,498	Admin/HAP Costs
Section 8 Project-Based Assistance	\$407,696	Admin/HAP Costs
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
FY2004 Capital Fund Program	\$1,637,767	Site/Mgt. Improvement
FY2003 Capital Fund Program	\$710,362	Site/Mgt. Improvement
FY2003-1 Capital Fund Program	\$113,464	Site/Mgt. Improvement
<b>3. Public Housing Dwelling Rental Income</b>	\$2,632,523	Operations
<b>4. Other income (list below)</b>		
Maintenance Income	\$15,439	Operations
Interest Income	\$50,250	Operations
Miscellaneous income	\$37,529	Operations
<b>5. Non-federal sources (list below)</b>		
Congregate Housing (State Grant)	\$189,034	Program Costs
Bond Funds (CFFP)	\$4,388,000	Physical Improvements
<b>Total Resources</b>	<b>\$17,718,726</b>	

### **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: (3 months)
- Other: (describe)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### **(3) Assignment**

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

- One
- Two
- Three or More

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

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

### **(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs (only if the participant graduated)
- 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.

Former Federal preferences:

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

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- 3 Veterans and veterans’ families
- 1 Residents who live and/or work in the jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs
- 3 Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- 1 Those previously enrolled in educational, training, or upward mobility programs (only if the participant graduated)
- 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?

The average income for all family developments was below 30% of AMI; therefore, no deconcentration initiatives are proposed.

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 written request, the Authority will share available tenant information with prospective landlords.

**(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:

Due to the tight housing market in the area, the Authority will allow up to a 180 day extension if the family complies with search requirements.

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other (list below)

#### **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:

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

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)

## B. Section 8 Tenant-Based Assistance

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

### (1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[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)

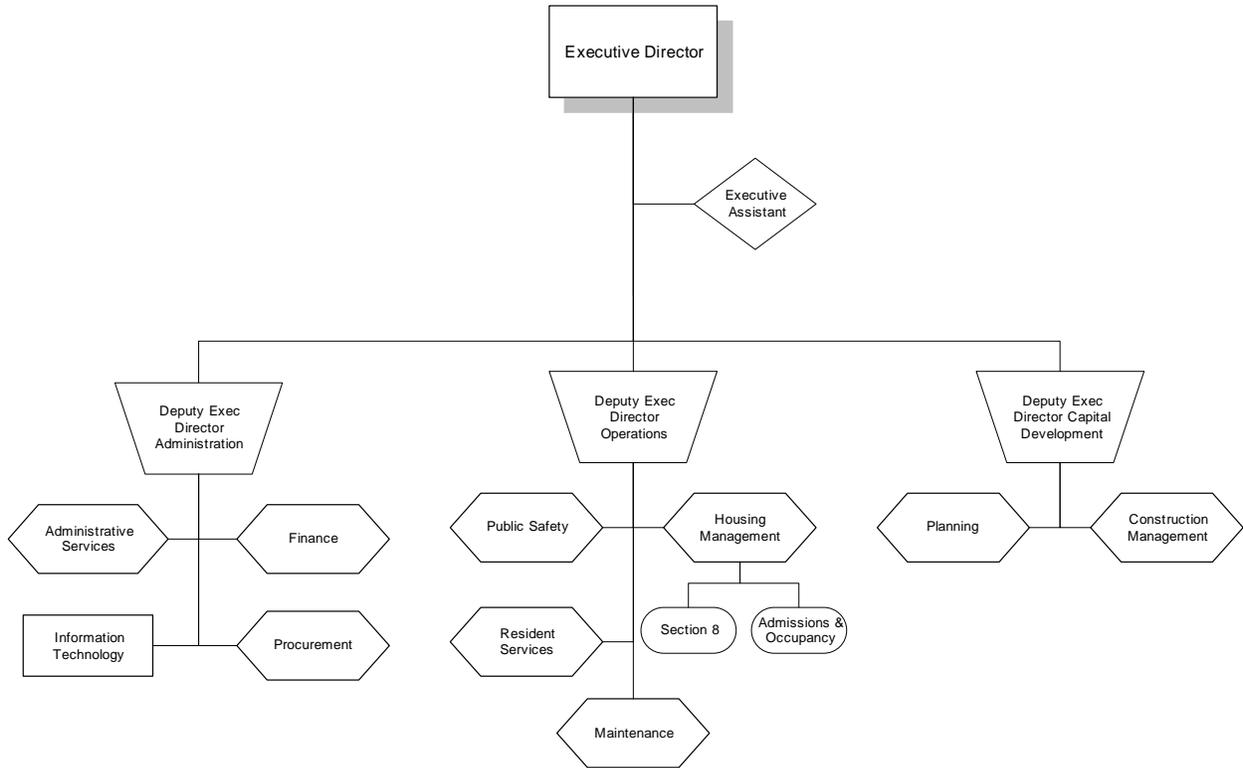
**A. PHA Management Structure**

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:

# HOUSING AUTHORITY OF THE CITY OF ANNAPOLIS



**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	1,104	20%
Section 8 Vouchers	200	15%
Section 8 Certificates	n/a	
Section 8 Mod Rehab	n/a	
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Section 8 Substantial Rehabilitation	280	20%
Section 8 Project-Based	100	15%
Public Housing Drug Elimination Program (PHDEP)	n/a	
Other Federal Programs(list individually)		

**C. Management and Maintenance Policies**

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

(1) Public Housing Maintenance and Management: (list below)

- |                |                           |           |
|----------------|---------------------------|-----------|
| Capitalization | Maintenance               | Safety    |
| Disposition    | One Strike and You’re Out | ACOP      |
| Fair Housing   | Personnel                 | Pet       |
| Insurance      | Procurement               | Grievance |
| Investment     | Resident Initiatives      |           |

(2) Section 8 Management: (list below)

A dministrative Plan

## 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

### A. Public Housing

1.  Yes  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 md001a01.

-or-

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

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

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment md001a01.

-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.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Glenwood High-Rise 1b. Development (project) number: MD 001-009
2. Designation type: Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (12/31/05)
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 154 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

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

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- 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)]

**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 (1)]

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

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

1. Cooperative agreements:

Yes  No: Has the PHA 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)
Homeownership Program	20	Specific Criteria	Development Office	Public Housing
Family Self-Sufficiency	50	Specific Criteria	Main Office	Section 8
SAIL	100+	Elderly/Disabled	Development Office	Public Housing
Career Development Program	25	All residents	Development Office	Public Housing
Community Service Assistance	150	All residents	Development Office	Public Housing
Resident Support Services	100+	All residents	Development Office	Public Housing

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2004 Estimate)	Actual Number of Participants (As of: 12/31/04)
Public Housing	N/A	N/A
Section 8	50	7

- 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:

Currently there are seven (7) families enrolled.

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

All developments

**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)

Community-Oriented Policing  
Installing Safety Locks in Units  
Hired a Safety Director

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

All developments

**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)

All developments

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

PHAs eligible for FY 2003 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

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

**14. 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? 9
- 5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?  
03/31/2005

**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)

The Housing Authority of the City of Annapolis has agreed to partner with the Maryland State Department of Housing and Community Development and HUD to secure bond funds from the State in order to expedite Capital Improvement Projects.

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)

- Statement of No Comments Received Included as Attachment G
- 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)

Comments were solicited; however, none were received from the RAB.

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

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

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

3. Description of Resident Election Process

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

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

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: (Annapolis, Maryland)

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)

One of the Goals stated in the Consolidated Plan for Anne Arundel County is to provide rental assistance and support services to low income households by utilizing available programs as effectively and extensively as possible, and continue efforts to maintain the long-term physical and social viability of the County's existing public and assisted housing inventory.

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

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

## Attachment A

### Deconcentration Analysis

It is The Housing Authority of the City of Annapolis's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Housing Authority of the City of Annapolis will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

The Housing Authority of the City of Annapolis performed a review of all covered developments to determine if there are any that would be covered by the Deconcentration Rule. The results are as follows:

<b>Development</b>	<b>Average Income</b>	<b>Authority Average Income</b>	<b>Percentage</b>
MD001-1	\$8,079	\$9,612	84.1%
MD001-2	\$7,956	\$9,612	82.8%
MD001-4	\$8,502	\$9,612	88.4%
MD001-5	\$10,668	\$9,612	111.0%
MD001-6	\$8,929	\$9,612	92.9%
MD001-7	\$11,123	\$9,612	115.7%
MD001-8	\$8,845	\$9,612	92.0%
MD001-10	\$12,219	\$9,612	127.1%
MD001-15	\$11,667	\$9,612	121.4%

The Deconcentration Rule states that all covered developments average income should fall between 85% and 115% of the Authority-wide average income. The table above shows that the Housing Authority of the City of Annapolis has two developments that fall outside this range.

**Component 3, (6) Deconcentration and Income Mixing**

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

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>
MD001-1	108	See below.	
MD001-2	84	See below.	
MD001-7	150	See below.	
MD001-10	50	See below.	
MD001-15	51	See below.	

All average incomes are below 30% of the Area Median Income.

## **Attachment B**

### **Brief Statement of Progress in Meeting the 5-Year Plan Mission and Goals**

#### **Goal #1**

##### **Investigate redevelopment alternatives, identify professional support, and potential funding sources.**

During the past year, the Board of Commissioners hired a new Executive Director to lead the agency in its mission and to help the organization achieve the established goals and objectives. As part of that process, the goals and objectives have been retooled and streamlined to better reflect the Authority's needs, the condition of the community, and HUD's changing focus to Asset Management. Part of this strategy is to identify and capitalize on redevelopment alternatives in the City of Annapolis. Although this goal has been modified, it is still included in this next five-year plan.

During the past year, the senior management team has been restructured and much of the staff replaced in order to build the capacity necessary for redevelopment planning and execution. Over the next year and throughout the plan period, the HACA will identify specific projects and will capitalize on the redevelopment potential in the City of Annapolis.

HACA has established a Planning Development Review committee that meets once a month to discuss upcoming development and construction projects in public housing. The Committee meets monthly with the residents.

#### **Goal #2**

##### **Improve the public and community image of the HACA by developing and implementing a comprehensive Public Relations Plan.**

HACA continues to enhance relationships with city and state organizations. Regular newsletters and monthly board reports are mailed to various city and state organizations. In addition, the Executive Director has been extremely proactive in the presentation of proposed programmatic and structural changes with the residents as well as the general public.

Public relations will be an important part of every activity in the future and specific care will be taken in presenting concepts and initiatives through sound public relations practices. The development of a public relations plan, by itself; however, is not a primary goal and has been eliminated in the next five years. Again, public relations will be a critical component of all remaining goals and objectives.

### **Goal #3**

**The HACA will increase the percentage of units meeting Uniform Physical Inspection Standards.**

The Authority continues to implement Preventive Maintenance Procedures and staff receives ongoing training on the Uniform Physical Condition Standards. In addition, the inspections themselves have been contracted to a third party in order to get an objective look at properties each year.

This goal, on its own, has also been eliminated for the next five years; however, is a component of two goals related to program performance (performance under HUD assessment systems) and Asset Management.

### **Goal #4**

**The HACA will increase the level of resident satisfaction relative to maintenance.**

The Authority continues to receive high scores on Maintenance on the Resident Assessment Satisfaction Survey (RASS) for maintenance and repair. HACA will continue to monitor resident satisfaction relative to maintenance services. The Maintenance Plan continues to be monitored and will be updated as needed.

This goal has also been eliminated for the next five years as a primary goal; however, is also a component of the goal related to program performance.

### **Goal #5**

**The HACA shall strive to achieve its potential as an organization.**

Performance under this goal is difficult to quantify because of the general nature of the goal. New goals and objectives have been crafted for this plan period and much more specific tasks have been defined. During the past year, the Authority has taken the first steps toward achieving the potential of the organization by having a strategic planning retreat with the Board of Commissioners and reviewing and revising the organizational structure in order to create the capacity to reach the established goals and objectives. New leadership provides sound direction, and this goal will be achieved as a by product of the goals and objectives presented in this next five-year period.

## Attachment C

### **Resident Membership of the PHA Governing Board**

**Name:** Patricia Holliday  
**Term and Expiration:** Five Years ending 7/31/2007  
**Method of Selection:** Appointed by the Mayor of Annapolis

**Name:** Phyllis Armiger  
**Term and Expiration:** Five Years ending 7/31/2007  
**Method of Selection:** Appointed by the Mayor of Annapolis

## **Attachment D**

### **Membership of the Resident Advisory Board**

<b>Member</b>	<b>Development</b>
Avis Isaac	Robinwood
Karenne Blunt	Eastport Terrace/Harbour House
Alice Johnson	Bloomsbury Square
Constance Turner	Glenwood High Rise
Malinda Wilson	Annapolis Gardens/Bowman Court
Mark Beavers	O'Bery Court/College Creek Terrace
Glenda Smith	Newtowne Twenty

## **Attachment E**

### **Criteria for Substantial Deviation and Significant Amendments**

#### **Substantial Deviation from the 5-year Plan:**

A “Substantial Deviation” from the 5-Year Plan is an overall change in the direction of the Authority pertaining to the Authority’s Goals and Objectives. This includes changing the Authority’s Goals and Objectives.

#### **Significant Amendment or Modification to the Annual Plan:**

A “Significant Amendment or Modification” to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:

- Changes to rent or admissions policies or organization of the waiting list.
- Additions of non-emergency work items over \$100,000(items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Any change in policies or procedures required as a direct result of changes in federal, state, or local regulation, law, or ordinance shall not be considered a significant amendment or modification to the Annual Plan.

## Attachment F

### **Resident Assessment and Satisfaction Survey Follow-Up Plan**

The Housing Authority of the City of Annapolis received the following scores on the Resident Assessment Survey.

SURVEY SECTION	SCORE
Maintenance and Repair	0.9
Communication	0.7
Safety	0.7
Services	0.9
Neighborhood Appearance	0.6

As a result of this survey, the Housing Authority is required to develop a Follow-Up Plan to address each section score that fell below 75% (7.5).

#### **Communication**

HACA continues to improve communication. The Authority currently has on-site Property Managers, Assistant Property Managers, a Director of Safety, and a Human Services Department that regularly hold meetings to discuss with residents and local organizations issues pertaining to the lease, security issues, crime, programs offered by the Authority, upcoming maintenance and modernization projects and proposed rules and regulations. HACA has also created a Planning Development Review Committee that is comprised of two representatives from each development appointed by their respective Resident Councils and meets the first Thursday of each month.

HACA continues to send out newsletters to enhance communication with the residents. HACA continues to improve the newsletter by providing updated information pertaining to maintenance and modernization work, rules and regulations, security and other concerns of the residents.

HACA continues to work closely with all Resident Councils and the Resident Advisory Board. Regular meetings are held with the resident representatives to ensure that information is communicated to the residents.

## **Safety**

HACA has developed a plan to implement a community-oriented policing program to provide the appropriate level of attention to the safety and security issues of HACA residents to ensure safe, decent and affordable housing. Community-oriented policing is a cooperative effort by law enforcement and residents to combat crime. The following definition of community-oriented policing found in the Reference 2 “Safe Communities Program” will be applied to HACA’s Community-Oriented Policing program:

Community policing is a method of providing law enforcement services that stresses partnership among residents, police, government service, and the private sector to prevent crime by addressing the conditions and problem that leads to criminal activity and the fear of this type of activity. This method of policing involves a philosophy of proactive measures, such as foot beats, bicycle patrols, and citizen contracts. This concept empowers police officers at the beat/zone level and residents in neighborhoods in an effort to: reduce crime and fear of crime, assure the maintenance of order; provide referrals of residents, victims and the homeless to social services and governmental agencies; assure feedback of police actions to victims of crime and promote a law enforcement value system that focuses on the needs and right of residents.

HACA has hired a full-time Director of Safety to manage the community-oriented policing program. The community-oriented policing program will comprise of ten officers working secondary employment and a banning enforcement officer. Officers would be trained in the latest community policing techniques and assigned to specific communities.

Additionally, a Safety Committee has been appointed and report to the Board of Commissioners. The Safety Committee includes representatives from HACA commissioners, the Annapolis Police Department and the Community Safety Representatives, as well as Resident Council representative and other interested parties. The purpose of the Safety Committee is to assist in the selection of the Director of Safety, evaluate the effectiveness of the Office of Safety and advise the Board and the Executive Director of necessary changes or actions that are needed.

## **Neighborhood Appearance**

HACA continues to strive to enhance the upkeep of all properties. Ongoing modernization projects include improvements to parking areas, playgrounds, sidewalks, landscaping, recreational facilities, windows, exterior painting and other upgrades throughout the communities and common areas.

Additionally, has received funding under the State Capital Securitization Revenue bond to improve sidewalks, landscaping, utilities and recreational facilities within public housing.

## **Attachment G**

### **Resident Advisory Board Comments on the Agency Plan**

The Resident Advisory Board was advised of the contents of the FY2005 Agency Plan Annual Update. This took place during the 45 day Public Hearing Notice period. No comments were received from the Resident Advisory Board.

## **Attachment H**

### **Community Service Requirements**

As a condition of continued occupancy, excluding residents under Exemptions below, each adult resident of the Housing Authority shall:

- a. Contribute eight (8) hours per month of community service (not including political activities) within the community in which that adult resides; or,
- b. Participate in an economic self-sufficiency program for eight (8) hours per month.

### **Exemptions**

Exemptions to the above requirement shall be made for any individual who:

- a. Is 62 years of age or older;
- b. Is a blind or disabled individual defined under section 216(i)(1) or 1614 of the Social Security Act (42 USC 416(i)(1); 1382c) and who is unable to comply with this section, or is a primary caretaker of such individual;
- c. Is engaged in a work activity (as such term is defined in section 407(d) of the Social Security Act (42 USC 607(d), as in effect on and after July 1, 1997)
- d. Meets the requirements for being exempted from having to engage in a work activity under the state program funded under part A of title IV of the Social Security Act (42 USC 601 et seq) or under any other welfare program of the state in which the public housing agency is located, including a state-administered welfare-to-work program; or,
- e. Is in a family receiving assistance under a state program funded under part A of title IV of the Social Security Act (42 USC 601 et seq) or under any other welfare program of the state in which public housing agency is located, including a state administered welfare-to-work program, and has not been found by the state or other administering entity to be in noncompliance with such program.

### **Annual Determinations**

For each public housing resident, the Housing Authority shall, thirty (30) days before the expiration of each lease term of the resident, review and determine the compliance of the resident with the requirement. Such determinations shall be made in accordance with the principles of due process and on a nondiscriminatory basis.

## **Noncompliance**

If the Housing Authority determines that a resident subject to the requirement is non-compliant, the Housing Authority shall notify the resident in writing of such noncompliance. The written notification shall state that the determination of noncompliance is subject to the administrative grievance procedure and that failure by the resident to enter into an agreement, before the expiration of the lease term, to cure any noncompliance by participating in an economic self-sufficiency program for, or contributing to community service, as many additional hours as the resident needs to comply in the aggregate with such requirement over the 12-month term of the lease, may be cause for lease termination.

The Housing Authority shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member subject to the requirement who has been determined to be not compliant with the requirement and has failed to attempt to cure the noncompliance.

## **Attachment I**

### **Pet Policy**

HACA allows pet ownership in its developments with written pre-approval of the Housing Authority. 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 HACA harmless from any claims caused by an action or inaction of the pet. This policy does not apply to animals that are used to assist persons with disabilities. The purpose of this attachment is to highlight some of the guidelines any resident must follow in owning a pet. The full policy is available at the Authority's main office.

The policy defines common household pets and how many pets a resident is allowed to keep on the premises.

Every pet must be registered with the Housing Authority's management prior to moving the pet into the unit and updated annually thereafter.

Every dog and cat must wear the appropriate local animal license, a valid rabies tag. All licenses and tags must remain current.

The policy states how each pet must be restrained when not in the owner's apartment.

Sanitary standards and waste disposal are discussed in the policy.

The policy states what happens when a pet violation occurs and how that violation is resolved.

A nonrefundable "Pet Fee" will be required for all pets. The "Pet Fee" must be paid in advance and is to be used to pay reasonable operational costs to the development. The amount of the pet fee is \$75.00.

## **Attachment J**

### **Comments on the FY2005-2009 Five-Year Plan and the FY2005 Annual Agency Plan**

Two sets of written comments were received regarding the agency plan. The first was from the HACA Safety Committee (dated April 8, 2005) and contained 10 comments on the proposed Admissions and Continued Occupancy Policy (ACOP). The comments recommend changes to the proposed policy or present questions of clarification. Where appropriate, these comments were incorporated into the final ACOP. Three comments were also included regarding the plan itself which included two requests for clarification of goals and one regarding a lapse in newsletter frequency. All will be addressed with the committee; however, these do not affect the plan itself.

The second set of written comments was received from the residents of Annapolis Gardens/Bowman Court (a total of 24 residents signed the comments). Comments were generally questioning HUD-mandated regulations surrounding the Agency Plan Process (Comments 1 and 7), questioning the structure, goals, policies, and procedures as adopted by the Board of Commissioners (Comments 2, 3, and 8) or questions regarding specific language included in the plan (Comments 4 and 5). The final comment (#6) was regarding one of the established goals and this consultation process is clearly defined in the regulations and is specifically illustrated by the request for comments itself. No changes were made in the plan as a result of these comments.

A Public Hearing was duly noticed and was conducted on April, 8, 2005. The following are the minutes from that meeting:

#### **HOUSING AUTHORITY OF THE CITY OF ANNAPOLIS PUBLIC HEARING COMMENTS 5-YEAR AND ANNUAL PLAN**

**APRIL 8, 2005**

#### **Persons Testifying**

Anita Bailey  
Carol Campbell  
Cynthia Carter  
Dennis Conti  
Anna DeJesus

Robert Eades  
Phyliss Gibbs  
Patricia Holliday  
Avis Isaac  
Deborah Johnson

Trudy McGowan  
Carl Snowden  
Frank Wilson  
Malinda Wilson

#### **Other Persons in Attendance**

Carolyn L. Butler  
Valerie Johnson

Kirby J. McKinney  
Jacqueline E. Creek

Philip M. Coleman

Harry Sewell, Executive Director of the Housing Authority gave an overview of the changes in the 5-Year and Annual Plan.

## Comments

Carol Campbell (resident) stated she is opposed to the excess utility charge. She said it is already hard for her to meet all of her obligations, such as rent, medical bills, transportation, etc. and paying an excess utility charge would be a burden based on her limited income. Ms. Campbell also stated that unless HACA does something to repair the heating/air conditioning system, she is opposed.

Avis Isaacs (President of the Robinwood Tenant Council) stated that she is opposed to the excess utility charge based on the fact that her unit is not winterized and she has windows that are at least ½ inch from the frame and she has to turn up the heat to keep warm. She stated that if the deficiencies are corrected, she wouldn't have a problem with paying excess utilities.

Dennis Conti (Clay Street Public Safety Team) suggested that there be a review by resident of applicants as it previously was. The Safety Team suggested that HACA's Informal Review Board be comprised of non-residents with representation from HACA. Presently if a person's application is denied, there is only one person in HACA who conducts the informal reviews. Mr. Conti stated that in the 5-Year Plan, of the 27 goals and objectives, there is nothing pertaining to safety and security. Relative to Goal Number Two of the 5-Year Plan, the Safety Team was also concerned about what would happen to resident and community services if alternative funding sources are not found.

Patricia Holliday (Commissioner and citizen) stated that she is opposed to the excess utility charge. She said she believed the units need to be fixed before HACA begins to charge for excess utilities. She suggested that HACA work on correcting the deficiencies in the units this fiscal year and then bring this proposal back to the table next fiscal year. At this time she is opposed.

Anita Bailey (Maryland Legal Aid Bureau) stated that they did not see in their review of the plan where working families would be used as a preference. She stated that single parents with young children who do not have day care is certainly an issue as well. With regards to preferences, homelessness seems to mean that a person has to be housed in some institutional-type setting. This does not consider the person who may be living with family or friends who are homeless. With regard to the minimum rent, Ms. Bailey stated that a large number of their failure-to-pay cases are related to people who are already paying minimum rent, in some instances \$25.00. A \$50.00 charge would certainly put people further into the failure-to-pay category. She stated regarding the temporary suspension for the residents who demonstrate a hardship, the Plan is not clear as to whether there would be repayment since it does not say waiver. With regards to the excess utility charge, Ms. Bailey wondered if there would be any seasonal allowances.

Carl Snowden (citizen) stated that there is no reference at all in the Plan to the revitalization of College Creek Terrace/O'Bery Court. He stated that he did not see any strong commitment to preservation of the 1100 public housing units in the plan. With regards to the new HUD rule that each development be able to stand on its own, Mr. Snowden stated that, in his review of the report, he saw no declaration of an effort to keep all 1100 units of public housing. Mr. Snowden stated that HACA should think about partnering with the City of Annapolis and other agencies to provide some of the services that may be lost. Mr. Snowden stated that public housing is the only opportunity many African Americans have to live in the City of Annapolis and all 1,100 units need to be maintained.

Robert Eades (Clay Street Public Safety Team) expressed his concern about the possibility of College Creek Terrace/O'Bery Court being demolished. He stated that those developments are the oldest pieces of black history in the City of Annapolis and he felt that it should be preserved as a historical monument. With regards to the excess utility charges, Mr. Eades opposed. He stated that with the steam heat in College Creek Terrace and O'Bery Court, the residents have to open the windows in the winter time. With regards to the \$50.00 minimum rent, Mr. Eades was opposed. He stated that if a resident can't pay \$25.00, how can they pay \$50.00. He said that public housing was designed to be a stepping stone to help people to do better and they should not be penalized. Regarding security, Mr. Eades stated that he found it hard to believe that HACA couldn't do more to secure College Creek Terrace and O'Bery Court.

Phyllis Gibbs (Commissioner and resident) stated residents should not be asked to pay excess utility charges when they are not able to regulate their heat. She opposed.

Frank Wilson (resident) opposed the excess utility charge due to the fact that the residents cannot regulate the heat.

Deborah Johnson (President, College Creek Terrace/O'Bery Court Resident Council) opposed the excess utility charge. She stated that there is no way to adequately measure consumption since the comfort level for one person may differ from another. Speaking in behalf of all the residents of that community, she opposed.

Malinda Wilson (President, Annapolis Gardens/Bowman Court Tenant Council) presented a petition signed by the resident of those communities outlining the reasons for their opposition to the minimum rent as well as excess utility charges.

Ann DeJesus (Deputy Director of the Greater Clay Street Community Development Corporation) stated that she saw a decrease in housing for families rather than an increase especially for Section 8 tenants. She stated that she lives very close to College Creek Terrace and O'Bery Court and those communities are in a very deteriorated condition. She stated that she does not see any landscaping to beautify the place to make it a more comfortable place to live.

Trudy McGowan (citizen) opposed the excess utility cost. She said that the residents cannot afford to pay utility bills and she asked the Board and staff to not take away the last little bit of hope from the residents.

Alderwoman Cynthia Carter stated that there are many ills in the Housing Authority that need to be healed before pursuing the minimum rent and excess utility charges. She said that once the appropriate repairs are made, the residents may be able to budget for those increases.

In response to some of the concerns raised during the comment period, Mr. Sewell the following comments:

- Excess utility charges – a study will be done to determine utility consumption based on unit type and size. HACA plans to make all units more weather-type and, hopefully, that will bring cost down for everyone.
- Minimum rent – the suspension is not for repayment purposes. HACA will not seek repayment for the time that a resident has demonstrated hardship.
- Clay Street Revitalization Plan - Mr. Sewell stated that the plan is generated from a template and there was no place to comment on the revitalization and that was why it was not seen.
- Partnerships – Discussions have taken place with the Mayor who have committed to having quarterly meetings with HACA to discuss what the City and HACA can do in conjunction with the City in terms of the City assisting HACA.
- Youth programs – HACA's 2005 Operating Budget fully funds youth programs for the summer. However, the programs were cut back with the anticipation that we would get grant funding to help with supporting services. HACA will be applying for at least one Youth Build Grant with the Community Action Agency.

## **Attachment K**

## Section 8 Homeownership Capacity Statement

In accordance with the Section 8 Homeownership Program; Final Rule issued in the September 12, 2000 Federal Register and CFR 982.625, the Housing Authority of the City of Annapolis demonstrates its capacity to administer the Section 8 Homeownership Program by satisfying the following criteria:

***Establishing a minimum homeowner down-payment requirement of at least 3 percent and requiring that at least 1 percent of the down-payment assistance come from the family's resources;***

HACA requires a minimum down payment of 3 percent (3%) of the purchase price; two percent (2%) of the purchase price will come from the family's personal resources; 1 percent (1%) may be derived from grants or other sources of assistance. HACA will consider waiving or reducing the family contribution in cases where the family is using down payment assistance grants that will cover all down-payment cost. Waivers will be granted on a case-by-case basis at the discretion of the Homeownership Coordinator and Housing Choice Voucher Manager.

***Requiring that financing for purchase of home under the Section 8 homeownership program will: be provided, insured or guaranteed by the State or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private section underwriting standards;***

The household is solely responsible for obtaining financing. All loans must meet FHA, or acceptable terms by Fannie Mae, Freddie Mac, reputable secondary markets, or acceptable mortgage insurance credit underwriting requirements. HACA will review lender qualifications, loan terms, and other family debt and expenses to determine that the debt is affordable and reserves the right to disapprove the loan if it is unaffordable or the terms are considered predatory.



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: <b>The Housing Authority of the City of Annapolis</b>	Grant Type and Number Capital Fund Program Grant No: <b>MD06P00150105</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2005</b>
---------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------	-------------------------------------

Original Annual Statement     Reserve for Disasters/ Emergencies     Revised Annual Statement  
 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	<b>\$158,000.00</b>			
3	1408 Management Improvements	<b>\$360,000.00</b>			
4	1410 Administration	<b>\$180,000.00</b>			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	<b>\$60,000.00</b>			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	<b>\$378,212.00</b>			
11	1465.1 Dwelling Equipment—Nonexpendable	<b>\$35,000.00</b>			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	<b>\$95,000.00</b>			
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 Expenses or Debt Service	<b>\$411,615.00</b>			
20	1502 Contingency	<b>\$141,914.00</b>			
21	<b>Amount of Annual Grant: (sum of lines 2-20)</b>	<b>\$1,819,741.00</b>			
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	Amt. of line 21 Related to Energy Conserv. Measures				

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

PHA Name: <b>The Housing Authority of the City of Annapolis</b>		Grant Type and Number Capital Fund Program Grant No: <b>MD06P00150105</b> Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2005</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
H. A. Wide	<b>Operations:</b>	<b>1406</b>		\$158,000.00				
	SUBTOTAL	1406		\$158,000.00				
H. A. Wide	<b>Mgmt. Improvements:</b>	<b>1408</b>						
	Security Coordinator			\$50,000.00				
	Neighborhood Security			\$165,000.00				
	Staff & Resident Training			\$45,000.00				
	Program Administrators			\$100,000.00				
	SUBTOTAL	1408		\$360,000.00				
H. A. Wide	<b>Administration:</b>	<b>1410</b>						
	Part'l Pymt Var Sal related to CFP			\$180,000.00				
	SUBTOTAL	1410		\$180,000.00				
H. A. Wide	<b>Fees &amp; Costs:</b>	<b>1430</b>						
	Architectural & Engineering Fees			\$60,000.00				
	SUBTOTAL	1430		\$60,000.00				
	<b>Building Exterior</b>	<b>1460</b>						
MD1-4, OBERY COURT	Exterior Restoration			\$378,212.00				
	SUBTOTAL	1460		\$378,212.00				
H. A. Wide	<b>Dwelling Equipment</b>	<b>1465.1</b>						
	Stoves & Refrigerators			\$35,000.00				
	SUBTOTAL	1465.1		\$35,000.00				
	(Continued on Following Page)							





# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name: <b>The Housing Authority of the City of Annapolis</b>		Locality: (City, County & State) <b>Annapolis, Anne Arundel County, Maryland</b>		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number / Name / HA-Wide	Year ONE Annual Statement FFY Grant: <b>05</b>	Year TWO Work Statement FFY Grant: <b>06</b> PHA FY: <b>2005 / 2006</b>	Year THREE Work Statement FFY Grant: <b>07</b> PHA FY: <b>2006 / 2007</b>	Year FOUR Work Statement FFY Grant: <b>08</b> PHA FY: <b>2007 / 2008</b>	Year FIVE Work Statement FFY Grant: <b>09</b> PHA FY: <b>2008 / 2009</b>
<b>H. A. WIDE (Operations)</b>		<b>\$158,000.00</b>	<b>\$158,000.00</b>	<b>\$158,000.00</b>	<b>\$158,000.00</b>
<b>H. A. WIDE (Mgmt. Improvements)</b>		<b>\$360,000.00</b>	<b>\$360,000.00</b>	<b>\$360,000.00</b>	<b>\$360,000.00</b>
<b>H. A. WIDE (Administration)</b>		<b>\$180,000.00</b>	<b>\$180,000.00</b>	<b>\$180,000.00</b>	<b>\$180,000.00</b>
<b>H. A. WIDE (Fees &amp; Costs)</b>		<b>\$60,000.00</b>	<b>\$60,000.00</b>	<b>\$60,000.00</b>	<b>\$60,000.00</b>
<b>H. A. WIDE (Dwelling Units)</b>				<b>\$199,088.00</b>	
<b>H. A. WIDE (Dwelling Equipment)</b>		<b>\$35,000.00</b>	<b>\$35,000.00</b>	<b>\$35,000.00</b>	<b>\$35,000.00</b>
<b>H. A. WIDE (Non-Dwelling Equipment)</b>		<b>\$95,000.00</b>	<b>\$95,000.00</b>	<b>\$95,000.00</b>	<b>\$95,000.00</b>
<b>MD1-1, COLLEGE CREEK</b>					<b>\$183,750.00</b>
<b>MD1-2, EASTPORT TERRACE</b>			<b>\$70,212.00</b>	<b>\$76,038.00</b>	<b>\$48,694.00</b>
<b>MD1-4, OBERY COURT</b>		<b>\$54,718.00</b>			
<b>MD1-5, ANNAPOLIS GARDENS</b>		<b>\$154,689.00</b>			
<b>MD1-6, HARBOR HOUSE</b>		<b>\$275,000.00</b>			
<b>MD1-7, ROBINWOOD</b>			<b>\$173,784.00</b>		
<b>MD1-8, NEWTOWNE 20</b>			<b>\$130,000.00</b>	<b>\$100,000.00</b>	
<b>MD1-9, GLENWOOD</b>			<b>\$128,783.00</b>		<b>\$35,000.00</b>
<b>MD1-10, BOWMAN COURT</b>					<b>\$177,100.00</b>
<b>MD1-15, BLOOMSBURY SQ.</b>					
<b>H. A. WIDE (Contingency)</b>		<b>\$35,719.00</b>	<b>\$17,347.00</b>	<b>\$145,000.00</b>	<b>\$95,482.00</b>
<b>H. A. WIDE (Coll. Exp. or Debt Serv.)</b>		<b>\$411,615.00</b>	<b>\$411,615.00</b>	<b>\$411,615.00</b>	<b>\$411,615.00</b>
<b>Total CFP Funds (Est.)</b>		<b>\$1,819,741.00</b>	<b>\$1,819,741.00</b>	<b>\$1,819,741.00</b>	<b>\$1,819,741.00</b>
<b>Total Repl. Housing Factor Funds</b>					

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

Activities for Year ONE 2005	Activities for Year TWO FFY Grant: 2006 PHA FY: 2005 / 2006			Activities for Year THREE FFY Grant: 2007 PHA FY: 2006 / 2007		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>H. A. WIDE</b>			<b>H. A. WIDE</b>		
	1406 Operations		\$158,000.00	1406 Operations		\$158,000.00
	1408 Management Improvements		\$360,000.00	1408 Management Improvements		\$360,000.00
	1410 Administration		\$180,000.00	1410 Administration		\$180,000.00
	1430 Fees & Costs		\$60,000.00	1430 Fees & Costs		\$60,000.00
	1465.1 Dwelling Equipment		\$35,000.00	1465.1 Dwelling Equipment		\$35,000.00
	1475 Non-Dwelling Equipment		\$95,000.00	1475 Non-Dwelling Equipment		\$95,000.00
	1501 Collateralization Exp. or Debt Service		\$411,615.00	1501 Collateralization Exp. or Debt Service		\$411,615.00
	1502 Contingency		\$35,719.00	1502 Contingency		\$17,347.00
	<b>H. A. Wide Total for Year TWO</b>		<b>\$1,335,334.00</b>	<b>H. A. Wide Total for Year THREE</b>		<b>\$1,316,962.00</b>

Activities for Year ONE 2005	Activities for Year FOUR FFY Grant: 2008 PHA FY: 2007 / 2008			Activities for Year FIVE FFY Grant: 2009 PHA FY: 2008 / 2009		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>H. A. WIDE</b>			<b>H. A. WIDE</b>		
	1406 Operations		\$158,000.00	1406 Operations		\$158,000.00
	1408 Management Improvements		\$360,000.00	1408 Management Improvements		\$360,000.00
	1410 Administration		\$180,000.00	1410 Administration		\$180,000.00
	1430 Fees & Costs		\$60,000.00	1430 Fees & Costs		\$60,000.00
	1460 Dwelling Units			1465.1 Dwelling Equipment		\$35,000.00
	Vacant Unit Turn Around		\$199,088.00	1475 Non-Dwelling Equipment		\$95,000.00
	1465.1 Dwelling Equipment		\$35,000.00	1501 Collateralization Exp. or Debt Service		\$411,615.00
	1475 Non-Dwelling Equipment		\$95,000.00	1502 Contingency		\$95,482.00
	1501 Collateralization Exp. or Debt Service		\$411,615.00			
	1502 Contingency		\$145,000.00			
	<b>H. A. Wide Total for Year FOUR</b>		<b>\$1,643,703.00</b>	<b>H. A. Wide Total for Year FIVE</b>		<b>\$1,375,197.00</b>





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

Activities for Year ONE <b>2005</b>	Activities for Year TWO FFY Grant: <b>2006</b> PHA FY: <b>2005 / 2006</b>			Activities for Year THREE FFY Grant: <b>2007</b> PHA FY: <b>2006 / 2007</b>		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-4, OBERY COURT</b>			<b>MD1-4, OBERY COURT</b>		
	<b>1460 Building Exterior:</b>			<b>No Work</b>		
	<b>Exterior Renovation (balance from 2005)</b>		<b>\$54,718.00</b>			
	<b>Obery Court Total for Year TWO</b>		<b>\$54,718.00</b>	<b>Obery Court Total for Year THREE</b>		<b>No Work</b>

Activities for Year ONE <b>2005</b>	Activities for Year FOUR FFY Grant: <b>2008</b> PHA FY: <b>2007 / 2008</b>			Activities for Year FIVE FFY Grant: <b>2009</b> PHA FY: <b>2008 / 2009</b>		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-4, OBERY COURT</b>			<b>MD1-4, OBERY COURT</b>		
	<b>No Work</b>			<b>No Work</b>		
	<b>Obery Court Total for Year FOUR</b>		<b>No Work</b>	<b>Obery Court Total for Year FIVE</b>		<b>No Work</b>

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

Activities for Year ONE <b>2005</b>	Activities for Year TWO FFY Grant: <b>2006</b> PHA FY: <b>2005 / 2006</b>			Activities for Year THREE FFY Grant: <b>2007</b> PHA FY: <b>2006 / 2007</b>		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-5, ANNAPOLIS GARDENS</b>			<b>MD1-5, ANNAPOLIS GARDENS</b>		
	<b>1460 Mechanical &amp; Electrical:</b>			<b>No Work</b>		
	<b>HVAC Systems</b>		<b>\$108,000.00</b>			
	<b>1460 Dwelling Units:</b>					
	<b>Interior Stairways</b>		<b>\$46,689.00</b>			
	<b>Annapolis Gardens Total for Year TWO</b>		<b>\$154,689.00</b>	<b>Annapolis Gardens Total for Year THREE</b>		<b>No Work</b>

Activities for Year ONE <b>2005</b>	Activities for Year FOUR FFY Grant: <b>2008</b> PHA FY: <b>2007 / 2008</b>			Activities for Year FIVE FFY Grant: <b>2009</b> PHA FY: <b>2008 / 2009</b>		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-5, ANNAPOLIS GARDENS</b>			<b>MD1-5, ANNAPOLIS GARDENS</b>		
	<b>No Work</b>			<b>No Work</b>		
	<b>Annapolis Gardens Total for Year FOUR</b>		<b>No Work</b>	<b>Annapolis Gardens Total for Year FIVE</b>		<b>No Work</b>





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

Activities for Year ONE <b>2005</b>	Activities for Year TWO FFY Grant: <b>2006</b> PHA FY: <b>2005 / 2006</b>			Activities for Year THREE FFY Grant: <b>2007</b> PHA FY: <b>2006 / 2007</b>		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-8, NEWTOWNE 20</b>			<b>MD1-8, NEWTOWNE 20</b>		
	<b>No Work</b>			<b>1460 Mechanical &amp; Electrical:</b>		
				<b>HVAC Systems</b>		<b>\$100,000.00</b>
				<b>1470 Non-Dwelling Structures</b>		
				<b>Laundry Room Repairs</b>		<b>\$30,000.00</b>
	<b>Newtowne 20 Total for Year TWO</b>		<b>No Work</b>	<b>Newtowne 20 Total for Year THREE</b>		<b>\$130,000.00</b>

Activities for Year ONE <b>2005</b>	Activities for Year FOUR FFY Grant: <b>2008</b> PHA FY: <b>2007 / 2008</b>			Activities for Year FIVE FFY Grant: <b>2009</b> PHA FY: <b>2008 / 2009</b>		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-8, NEWTOWNE 20</b>			<b>MD1-8, NEWTOWNE 20</b>		
	<b>1460 Mechanical &amp; Electrical:</b>			<b>No Work</b>		
	<b>HVAC Systems</b>		<b>\$100,000.00</b>			
	<b>Newtowne 20 Total for Year FOUR</b>		<b>\$100,000.00</b>	<b>Newtowne 20 Total for Year FIVE</b>		<b>No Work</b>



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

Activities for Year ONE <b>2005</b>	Activities for Year TWO FFY Grant: <b>2006</b> PHA FY: <b>2005 / 2006</b>			Activities for Year THREE FFY Grant: <b>2007</b> PHA FY: <b>2006 / 2007</b>		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-10, BOWMAN COURT</b>			<b>MD1-10, BOWMAN COURT</b>		
	<b>No Work</b>			<b>No Work</b>		
	<b>Bowman Court Total for Year TWO</b>		<b>No Work</b>	<b>Bowman Court Total for Year THREE</b>		<b>No Work</b>

Activities for Year ONE <b>2005</b>	Activities for Year FOUR FFY Grant: <b>2008</b> PHA FY: <b>2007 / 2008</b>			Activities for Year FIVE FFY Grant: <b>2009</b> PHA FY: <b>2008 / 2009</b>		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-10, BOWMAN COURT</b>			<b>MD1-10, BOWMAN COURT</b>		
	<b>No Work</b>			<b>1460 Dwelling Units:</b>		
				<b>Door Replacements (from 2002)</b>		<b>\$177,100.00</b>
	<b>Bowman Court Total for Year FOUR</b>		<b>No Work</b>	<b>Bowman Court Total for Year FIVE</b>		<b>\$177,100.00</b>

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

Activities for Year ONE <b>2005</b>	Activities for Year TWO FFY Grant: 2006 PHA FY: 2005 / 2006			Activities for Year THREE FFY Grant: 2007 PHA FY: 2006 / 2007		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-15, BLOOMSBURY SQUARE</b>			<b>MD1-15, BLOOMSBURY SQUARE</b>		
	<b>No Work</b>			<b>No Work</b>		
	<b>Bloomsbury Square Total for Year TWO</b>		<b>No Work</b>	<b>Bloomsbury Square Total for Year THREE</b>		<b>No Work</b>

Activities for Year ONE <b>2005</b>	Activities for Year FOUR FFY Grant: 2008 PHA FY: 2007 / 2008			Activities for Year FIVE FFY Grant: 2009 PHA FY: 2008 / 2009		
	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost	Development Number / Name / General Description of Major Work Categories	Quantity	Estimated Cost
	<b>MD1-15, BLOOMSBURY SQUARE</b>			<b>MD1-15, BLOOMSBURY SQUARE</b>		
	<b>No Work</b>			<b>No Work</b>		
	<b>Bloomsbury Square Total for Year FOUR</b>		<b>No Work</b>	<b>Bloomsbury Square Total for Year FIVE</b>		<b>No Work</b>

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

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

MD06P00150103  
 12/31/04

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
<b>PHA - Wide</b>	06/30/06			06/30/08			
<b>MD1-7 Robinwood</b>	06/30/06			06/30/08			
<b>MD1-8 Newtowne Twenty</b>	06/30/06			06/30/08			
<b>MD1-9 Glenwood Highrise</b>	06/30/06			06/30/08			
<b>MD 1-10 Bowman Court</b>	06/30/06			06/30/08			

Signature of Executive Director  
  
 Date (mm/dd/yyyy)  
  
 Harry D. Sewell, Executive Director

Signature of Public Housing Director  
  
 Date (mm/dd/yyyy)

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150103  
 12/31/04

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>PHA - Wide</b>	<u>Dwelling Structures</u>	<b>1460</b>	LS	213,222.00				
	Lead Based Paint Abatement							
<b>PHA - Wide</b>	<u>Dwelling Equipment</u>	<b>1465.1</b>	60	21,600.00				
	Kitchen Appliances							
<b>PHA - Wide</b>	<u>Non-Dwelling Equipment</u>	<b>1475</b>	LS	95,000.00				
	Computer Systems, Vehicles, Phone System, Office Furniture							
<b>PHA - Wide</b>	<u>Collateralization or Debt Service</u>	<b>1501</b>	LS	302,945.00				
	Repayment of Bond							

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Harry D. Sewell, Executive Director

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150103  
 12/31/04

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>MD1-7 Robinwood</b>	<u>Dwelling Structures</u> Electrical Upgrades	<b>1460</b>	150 DU	150,000.00				
<b>MD1-8 Newtowne Twenty</b>	<u>Dwelling Structures</u> Electrical Upgrades	<b>1460</b>	78 DU	78,000.00				
<b>MD 1-9 Glenwood Highrise</b>	<u>Dwelling Structures</u> Exterior Renovation (Roof, waterproofing and caulking)	<b>1460</b>	154 DU	130,000.00				
<b>MD 1-10 Bowman Court</b>	<u>Dwelling Structures</u> Bathroom Modernization including subflooring, flooring, drywall, toilets and lavatories	<b>1460</b>	50 DU	142,000.00				

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Harry D. Sewell, Executive Director

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<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150103  
 12/31/04

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>PHA Wide Mgmt. Improv.</b>	Operations	<b>1406</b>		181,974.00	181,974.00	181,974.00		
	Neighborhood Security	<b>1408</b>		150,000.00				
	Security Coordinator	<b>1408</b>		50,000.00				
	Resident Initiative	<b>1408</b>						
	Job Contract System	<b>1408</b>						
	Resident Trainees	<b>1408</b>						
	Grant Writer	<b>1408</b>						
	Preventative Maintenance Trg	<b>1408</b>						
	Program Administrator	<b>1408</b>		100,000.00				
	Training and development	<b>1408</b>		20,000.00				
<b>Admin. Salaries</b>	Modernization Administration	<b>1410</b>		130,000.00				
<b>Fees &amp; Costs</b>	Architectural/Engineering Support	<b>1430</b>		55,000.00				

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Harry D. Sewell, Executive Director

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

OMB Approval No. 2577-0157  
 (exp. 3/31/2002)

HA Name <b>Housing Authority of the City of Annapolis</b>	Comprehensive Grant Number <b>MD06P00150104</b>	FFY of Grant Approval <b>2004</b>
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<input checked="" 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 _____	<input type="checkbox"/> Final Performance and Evaluation Report		<b>12/31/04</b>

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>2</sup>	
		Original	Revised <sup>1</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)	181,974.00	181,974.00	181,974.00	0.00
3	1408 Management Improvements	320,000.00	0.00	0.00	0.00
4	1410 Administration	130,000.00	0.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	55,000.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	713,222.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment - Non-expendable	21,600.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	95,000.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1501 Collateralization or Debt Service	302,945.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>1,819,741.00</b>	<b>181,974.00</b>	<b>181,974.00</b>	<b>0.00</b>
21	Amount of line 20 Related to LBP Activities	213,222.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
23	Amount of line 20 Related to Security	200,000.00	0.00	0.00	0.00
24	Amount of line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00

Signature of Executive Director	Date (mm/dd/yyyy)	Signature of Public Housing Director	Date (mm/dd/yyyy)
Harry D. Sewell, Executive Director			

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150103  
 12/31/04

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
<b>PHA - Wide</b>	06/30/05			06/30/07			
<b>MD1-2 Eastport Terrace</b>	06/30/05			06/30/07			
<b>MD1-4 Obery Court</b>	06/30/05			06/30/07			
<b>MD1-7 Robinwood</b>	06/30/05			06/30/07			

Signature of Executive Director \_\_\_\_\_  
 Date (mm/dd/yyyy) \_\_\_\_\_  
 Janice Henderson, Finance Manager

Signature of Public Housing Director \_\_\_\_\_  
 Date (mm/dd/yyyy) \_\_\_\_\_

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150103  
 12/31/04

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>MD1-2 Eastport Terrace</b>	<u>Site Improvements</u> Sidewalks, landscaping, recreational facilities	<b>1450</b>		20,000.00	20,000.00			
<b>PHA - Wide</b>	<u>Dwelling Structures</u> Lead Based Paint Abatement	<b>1460</b>	LS	230,000.00	230,000.00	0.00	0.00	ongoing
<b>PHA - Wide</b>	<u>Dwelling Equipment</u> Kitchen Appliances	<b>1465.1</b>	60	26,250.00	26,250.00			
<b>PHA - Wide</b>	<u>Non-Dwelling Equipment</u> Computer Systems, Vehicles, Phone System, Office Furniture	<b>1475</b>	LS	197,469.00	197,469.00	100,000.00	69,629.95	ongoing

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150103  
 12/31/04

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>MD1-4</b> <b>Obery Court</b>	<u>Site Improvement</u> Sidewalks, landscaping, utilities, recreational facilities	<b>1450</b>	14 bldgs.	20,000.00	20,000.00			
<b>MD1-7</b> <b>Robinwood</b>	<u>Dwelling Structures</u> Roof repair	<b>1460</b>	108 DU	310,000.00	310,000.00			
<b>Agency Wide</b>	<u>Non-Dwelling Structures</u> Community Laundry Rooms	<b>1470</b>		20,000.00	20,000.00	13,357.00	13,357.00	ongoing

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

**MD06P00150103**  
**12/31/04**

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>PHA Wide Mgmt. Improv.</b>	Operations	<b>1406</b>		156,197.00	156,197.00	156,197.00	156,197.00	
	Neighborhood Security	<b>1408</b>		140,000.00	140,000.00	140,000.00	0.00	
	Security Coordinator	<b>1408</b>		52,500.00	52,500.00	52,500.00	139.64	ongoing
	Resident Initiative	<b>1408</b>		0.00	0.00	0.00	0.00	
	Job Contract System	<b>1408</b>		0.00	0.00	0.00	0.00	
	Resident Trainees	<b>1408</b>		0.00	0.00	0.00	0.00	
	Grant Writer	<b>1408</b>		0.00	0.00	0.00	0.00	
	Preventative Maintenance Trg	<b>1408</b>		0.00	0.00	0.00	0.00	
	Program Administrator	<b>1408</b>		79,375.00	79,375.00	79,375.00	52,216.85	ongoing
	Training and development	<b>1408</b>		20,000.00	20,000.00	20,000.00	0.00	ongoing
<b>Admin. Salaries</b>	Modernization Administration	<b>1410</b>		131,250.00	131,250.00	131,250.00	5,186.92	ongoing
<b>Fees &amp; Costs</b>	Architectural/Engineering Support	<b>1430</b>		245,000.00	245,000.00	245,000.00	184,322.13	ongoing

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

OMB Approval No. 2577-0157  
 (exp. 3/31/2002)

HA Name <b>Housing Authority of the City of Annapolis</b>	Comprehensive Grant Number <b>MD06P00150103</b>	FFY of Grant Approval <b>2003</b>
--------------------------------------------------------------	----------------------------------------------------	--------------------------------------

<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement/Revision Number <b>1</b>	<b>12/31/04</b>
<input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____	<input type="checkbox"/> Final Performance and Evaluation Report		

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>2</sup>	
		Original	Revised <sup>1</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)	156,197.00	156,197.00	156,197.00	156,197.00
3	1408 Management Improvements	291,875.00	291,875.00	291,875.00	52,356.49
4	1410 Administration	131,250.00	131,250.00	131,250.00	5,186.92
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	245,000.00	245,000.00	245,000.00	184,322.13
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	40,000.00	40,000.00	0.00	0.00
10	1460 Dwelling Structures	540,000.00	540,000.00	0.00	0.00
11	1465.1 Dwelling Equipment - Non-expendable	26,250.00	26,250.00	0.00	0.00
12	1470 Non-dwelling Structures	20,000.00	20,000.00	13,357.00	13,357.00
13	1475 Non-dwelling Equipment	197,469.00	197,469.00	100,000.00	69,629.95
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1498 Mod Used for Development	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>1,648,041.00</b>	<b>1,648,041.00</b>	<b>937,679.00</b>	<b>481,049.49</b>
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
23	Amount of line 20 Related to Security	192,500.00	192,500.00	192,500.00	139.64
24	Amount of line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00

Signature of Executive Director  Janice Henderson, Finance Manager	Date (mm/dd/yyyy)	Signature of Public Housing Director	Date (mm/dd/yyyy)
--------------------------------------------------------------------------	-------------------	--------------------------------------	-------------------

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150103  
 12/31/04

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
<b>MD1-2 Eastport Terrace Harbour House</b>	04/27/06			04/27/08			
<b>MD1-8 Newtowne-20</b>	04/27/06			04/27/08			

Signature of Executive Director \_\_\_\_\_  
 Date (mm/dd/yyyy) \_\_\_\_\_  
 Janice Henderson, Finance Manager

Signature of Public Housing Director \_\_\_\_\_  
 Date (mm/dd/yyyy) \_\_\_\_\_

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

**MD06P00150103**  
**12/31/04**

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>MD1-8 Newtowne-20</b>	<u>Non-Dwelling Structures</u> Laundry Room Renovation	<b>1470</b>		50,000.00	50,000.00	50,000.00	8,854.61	ongoing
<b>MD1-4 Obery Court</b>	<u>Dwelling Structures</u> Utility Conversion	<b>1460</b>		0.00	113,464.00	0.00	0.00	
<b>MD1-5 Annapolis Gardens</b>	<u>Non-Dwelling Structures</u> Community Center Roof	<b>1470</b>		245,604.00	132,140.00	132,140.00	132,140.00	complete

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

**MD06P00150103**  
**12/31/04**

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>PHA Wide Mgmt. Improv.</b>	Operations	<b>1406</b>		32,845.00	32,845.00	32,845.00	32,845.00	
	Neighborhood Security	<b>1408</b>		0.00	0.00	0.00	0.00	
	Security Coordinator	<b>1408</b>		0.00	0.00	0.00	0.00	
	Resident Initiative	<b>1408</b>		0.00	0.00	0.00	0.00	
	Job Contract System	<b>1408</b>		0.00	0.00	0.00	0.00	
	Resident Trainees	<b>1408</b>		0.00	0.00	0.00	0.00	
	Grant Writer	<b>1408</b>		0.00	0.00	0.00	0.00	
	Preventative Maintenance Trg	<b>1408</b>		0.00	0.00	0.00	0.00	
	Program Administrator	<b>1408</b>		0.00	0.00	0.00	0.00	
	Training and development	<b>1408</b>		0.00	0.00	0.00	0.00	
<b>Admin. Salaries</b>	Modernization Administration	<b>1410</b>		0.00	0.00	0.00	0.00	
<b>Fees &amp; Costs</b>	Architectural/Engineering Support	<b>1430</b>		0.00	0.00	0.00	0.00	

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

OMB Approval No. 2577-0157  
 (exp. 3/31/2002)

HA Name <b>Housing Authority of the City of Annapolis</b>	Comprehensive Grant Number <b>MD06P00150203</b>	FFY of Grant Approval <b>2003</b>
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<input checked="" 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 _____	<input type="checkbox"/> Final Performance and Evaluation Report	<b>12/31/04</b>

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>2</sup>	
		Original	Revised <sup>1</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)	32,845.00	32,845.00	32,845.00	32,845.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration	0.00	0.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	0.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	0.00	113,464.00	0.00	0.00
11	1465.1 Dwelling Equipment - Non-expendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	295,604.00	182,140.00	182,140.00	140,994.61
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1498 Mod Used for Development	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>328,449.00</b>	<b>328,449.00</b>	<b>214,985.00</b>	<b>173,839.61</b>
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
23	Amount of line 20 Related to Security	0.00	0.00	0.00	0.00
24	Amount of line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00

Signature of Executive Director  Janice Henderson, Finance Manager	Date (mm/dd/yyyy)	Signature of Public Housing Director	Date (mm/dd/yyyy)
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Annual Statement / Performance and Evaluation Report  
 Capital Fund Program (CFP) **Part III: Implementation Schedule**

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

MD06P00150102  
 12/31/04

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
<b>Operations</b>	06/30/04			06/30/06			
<b>Mgmt Improv</b>	06/30/04			06/30/06			
<b>Administration</b>	06/30/04			06/30/06			
<b>MD 1-1 College Creek</b>	06/30/04			06/30/06			
<b>MD1-4 Obery Court</b>	06/30/04			06/30/06			
<b>MD1-10 Bowman Court</b>	06/30/04			06/30/06			
<b>PHA wide</b>	06/30/04			06/30/06			

Signature of Executive Director \_\_\_\_\_  
 Date (mm/dd/yyyy) \_\_\_\_\_  
 Janice Henderson, Finance Manager

Signature of Public Housing Director \_\_\_\_\_  
 Date (mm/dd/yyyy) \_\_\_\_\_

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150102  
 12/31/04

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>MD 1-5 Annapolis Gardens</b>	Non-Dwelling Structures Re-roof Community Rec. Center	<b>1470</b>		0.00	43,480.00	43,480.00	43,480.00	complete
<b>MD 1-10 Bowman Court</b>	Dwelling Structure - Kitchen Modernization	<b>1460</b>		0.00	40,000.00	40,000.00	0.00	ongoing
	Door Replacements	<b>1460</b>		177,100.00	0.00	0.00	0.00	
<b>PHA wide</b>	Contingency	<b>1502</b>		0.00	0.00	0.00	0.00	

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

**MD06P00150102**  
**12/31/04**

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>MD 1-2/MD 1-6 EPT/HH</b>	Non-Dwelling Structures Re-roof Community Rec. Center	<b>1470</b>		130,000.00	149,805.00	149,805.00	149,805.00	complete
	Interior Renovation Comm Rec. C	<b>1470</b>		0.00	180,000.00	180,000.00	20,000.00	ongoing
<b>MD</b>	Site Improvement	<b>1450</b>		185,300.00	180,000.00	180,000.00	124,875.28	ongoing
<b>MD 1-1 College Creek Terrace</b>	Dwelling Structures Utility Conversion	<b>1460</b>		110,000.00	0.00	0.00	0.00	
	Dwelling Structures Kitchen Modernization - phase 2	<b>1460</b>		0.00	40,000.00	40,000.00	36,964.26	ongoing
	Utility Conversion	<b>1460</b>		230,380.00	0.00	0.00	0.00	
<b>MD 1-7 Robinwood</b>	Non-Dwelling Structures Community Building (mechanical plumbing, roof repair)	<b>1470</b>		31,500.00	0.00	0.00	0.00	
<b>MD 1-8 Newtowne Twenty</b>	Dwelling Structures Utility Conversion	<b>1460</b>		168,000.00	0.00	0.00	0.00	

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150102  
 12/31/04

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>PHA Wide Mgmt. Improv.</b>	Operations	<b>1406</b>		158,282.00	240,000.00	240,000.00	240,000.00	ongoing
	Neighborhood Security	<b>1408</b>		70,000.00	200,000.00	200,000.00	32,421.75	ongoing
	Security Coordinator	<b>1408</b>		33,000.00	50,000.00	50,000.00	36,640.61	ongoing
	Resident Initiative	<b>1408</b>		0.00	0.00	0.00	0.00	
	Job Contract System	<b>1408</b>		0.00	0.00	0.00	0.00	
	Resident Trainees	<b>1408</b>		0.00	0.00	0.00	0.00	
	Grant Writer	<b>1408</b>		19,382.00	4,542.00	0.00	0.00	
	Preventative Maintenance Trg	<b>1408</b>		0.00	0.00	0.00	0.00	
	Program Administrator	<b>1408</b>		45,000.00	45,000.00	45,000.00	45,000.00	complete
	Training and development	<b>1408</b>		20,000.00	50,000.00	50,000.00	50,000.00	complete
<b>Admin. Salaries</b>	Modernization Administration	<b>1410</b>		112,883.00	150,000.00	150,000.00	150,000.00	complete
<b>Fees &amp; Costs</b>	Architectural/Engineering Support	<b>1430</b>		92,000.00	210,000.00	210,000.00	210,000.00	complete

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

OMB Approval No. 2577-0157  
 (exp. 3/31/2002)

HA Name <b>Housing Authority of the City of Annapolis</b>	Comprehensive Grant Number <b>MD06P00150102</b>	FFY of Grant Approval <b>FFY 02</b>
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number	<b>1</b>
<input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____	<input type="checkbox"/> Final Performance and Evaluation Report		<b>12/31/04</b>

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>2</sup>	
		Original	Revised <sup>1</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)	158,282.00	240,000.00	240,000.00	240,000.00
3	1408 Management Improvements	187,382.00	349,542.00	345,000.00	164,062.36
4	1410 Administration	112,883.00	150,000.00	150,000.00	150,000.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	92,000.00	210,000.00	210,000.00	210,000.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	185,300.00	180,000.00	180,000.00	124,875.28
10	1460 Dwelling Structures	685,480.00	80,000.00	80,000.00	36,964.26
11	1465.1 Dwelling Equipment - Non-expendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	161,500.00	373,285.00	373,285.00	213,285.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1498 Mod Used for Development	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0.00	0.00	0.00	0.00
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>1,582,827.00</b>	<b>1,582,827.00</b>	<b>1,578,285.00</b>	<b>1,139,186.90</b>
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
23	Amount of line 20 Related to Security	103,000.00	250,000.00	250,000.00	69,062.36
24	Amount of line 20 Related to Energy Conservation Measures	353,300.00	180,000.00	180,000.00	124,875.28

Signature of Executive Director	Date (mm/dd/yyyy)	Signature of Public Housing Director	Date (mm/dd/yyyy)
Janice Henderson, Finance Manager			

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150101  
 12/31/04

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
<b>Operations</b>	09/30/03		06/30/03	09/30/04	06/30/05		
<b>Mgmt Improv</b>	09/30/03		06/30/03	09/30/04	06/30/05		
<b>Administration</b>	09/30/03		06/30/03	09/30/04	06/30/05		
<b>MD 1-1 College Creek</b>	09/30/03		06/30/03	09/30/04	06/30/05		
<b>MD1-4 Obery Court</b>	09/30/03		06/30/03	09/30/04	06/30/05		
<b>MD1-10 Bowman Court</b>	09/30/03		06/30/03	09/30/04	06/30/05		
<b>PHA wide</b>	09/30/03		06/30/03	09/30/04	06/30/05		

Signature of Executive Director \_\_\_\_\_  
 Date (mm/dd/yyyy) \_\_\_\_\_  
 Janice Henderson, Finance Manager

Signature of Public Housing Director \_\_\_\_\_  
 Date (mm/dd/yyyy) \_\_\_\_\_

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150101  
 12/31/04

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
PHA wide	Dwelling Equipment - Nonexpendable Stoves and Refrigerators for CCT & Bowmen Kitchen project	1465.1		30,000.00	30,000.00	30,000.00	18,322.93	ongoing
PHA wide	Non-Dwelling Equipment	1475.5		0.00	583.60	583.60	583.60	complete
PHA wide	Contingency	1502		165,166.00	0.00	0.00	0.00	

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

**MD06P00150101**  
**12/31/04**

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>MD 1-1 College Creek</b>	Dwelling Structures Utility Conversion	<b>1460</b>		239,000.00	0.00	0.00	0.00	
	Kitchen Moderization	<b>1460</b>		391,500.00	391,500.00	391,500.00	391,500.00	complete
<b>MD 1-4 Obery Court</b>	Dwelling Structures Bathroom Renovations	<b>1460</b>		185,300.00	279,581.75	279,581.75	279,277.30	ongoing
	Electrical Service Devices	<b>1460</b>		168,933.00	230,500.00	230,500.00	230,500.00	complete
	504 Compliance	<b>1460</b>		0.00	38,800.00	38,800.00	37,041.60	ongoing
<b>MD 1-10 Bowman Court</b>	Dwelling Structures Kitchen Moderization	<b>1460</b>		181,250.00	181,250.00	181,250.00	181,250.00	complete
	504 Compliance	<b>1460</b>		0.00	42,000.00	42,000.00	42,000.00	complete
<b>MD 1-6 Harbour House</b>	504 Compliance	<b>1460</b>		0.00	43,800.00	43,800.00	43,800.00	complete
<b>MD 1-7 Robinwood</b>	504 Compliance	<b>1460</b>		0.00	60,400.00	60,400.00	60,400.00	complete
<b>MD 1-8 Newtowne Twenty</b>	504 Compliance	<b>1460</b>		0.00				

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

MD06P00150101  
 12/31/04

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 <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
<b>PHA Wide Mgmt. Improv.</b>	Operations	<b>1406</b>		205,670.00	229,670.00	229,670.00	229,670.00	complete
	Neighborhood Security	<b>1408</b>		90,000.00	90,000.00	90,000.00	82,195.81	ongoing
	Security Coordinator	<b>1408</b>		60,000.00	80,000.00	80,000.00	80,000.00	complete
	Resident Initiative	<b>1408</b>		20,000.00	0.00	0.00	0.00	
	Job Contract System	<b>1408</b>		10,000.00	0.00	0.00	0.00	
	Resident Trainees	<b>1408</b>		0.00	0.00	0.00	0.00	
	Grant Writer	<b>1408</b>		40,000.00	23,603.87	23,603.87	23,603.87	complete
	Preventative Maintenance Trg	<b>1408</b>		0.00	0.00	0.00	0.00	
	Program Administrator	<b>1408</b>		45,000.00	80,713.38	80,713.38	63,862.12	ongoing
	Training and development	<b>1408</b>		61,904.00	61,320.40	61,320.40	61,320.40	complete
<b>Admin. Salaries</b>	Modernization Administration	<b>1410</b>		112,883.00	112,883.00	112,883.00	112,883.00	complete
<b>Fees &amp; Costs</b>	Architectural/Engineering Support	<b>1430</b>		92,000.00	122,000.00	122,000.00	122,000.00	complete

Signature of Executive Director

Date (mm/dd/yyyy)

Signature of Public Housing Director

Date (mm/dd/yyyy)

Janice Henderson, Finance Manager

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

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

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

OMB Approval No. 2577-0157  
 (exp. 3/31/2002)

HA Name <b>Housing Authority of the City of Annapolis</b>				Comprehensive Grant Number <b>MD06P00150101</b>	FFY of Grant Approval <b>FFY 01</b>
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement/Revision Number	<b>4</b>		
<input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____	<input type="checkbox"/> Final Performance and Evaluation Report		<b>12/31/04</b>		

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>2</sup>	
		Original	Revised <sup>1</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 20)	205,670.00	229,670.00	229,670.00	229,670.00
3	1408 Management Improvements	326,904.00	335,637.65	335,637.65	310,982.20
4	1410 Administration	112,883.00	112,883.00	112,883.00	112,883.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	92,000.00	122,000.00	122,000.00	122,000.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	1,165,983.00	1,267,831.75	1,267,831.75	1,265,768.90
11	1465.1 Dwelling Equipment - Non-expendable	30,000.00	30,000.00	30,000.00	18,322.93
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	0.00	583.60	583.60	583.60
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
17	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
18	1498 Mod Used for Development	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	165,166.00	0.00	0.00	0.00
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>2,098,606.00</b>	<b>2,098,606.00</b>	<b>2,098,606.00</b>	<b>2,060,210.63</b>
21	Amount of line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
23	Amount of line 20 Related to Security	150,000.00	170,000.00	170,000.00	162,195.81
24	Amount of line 20 Related to Energy Conservation Measures	593,233.00	510,081.75	510,081.75	509,777.30

Signature of Executive Director	Date (mm/dd/yyyy)	Signature of Public Housing Director	Date (mm/dd/yyyy)
Janice Henderson, Finance Manager			

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

# Housing Authority of the City of Annapolis

## DHCD Bond Financed Projects

Community	Project	Year	Amount
Robinwood	HVAC Upgrades	2005	\$75,000
	Bath and Kitchen Cabinets	2006	\$405,000
	Window Upgrades	2006	\$125,000
	Landscaping	2006	\$60,000
	Community Center	2004	\$64,000
	<b>Subtotal</b>		
Newtowne 20	Water heaters	2005	\$23,000
	Plumbing upgrades/cutoffs	2005	\$16,000
	New flooring	2006	\$225,000
	New Entrance Doors	2005	\$32,000
	Community Center	2004	\$55,000
	<b>Subtotal</b>		
College Creek Terrace	Plumbing Upgrades/heating	2004	\$300,000
	Bathroom upgrades	2005	\$215,000
	Landscaping	2005	\$75,000
	<b>Subtotal</b>		
Obery Court	HVAC Installation	2005	\$47,000
	Landscaping	2005	\$25,000
	Flooring	2006	\$170,000
	<b>Subtotal</b>		
Bowman Court	Window/door replacement	2005	\$155,000
	Utility conversions cont'd	2005	\$60,000
	HVAC upgrade	2006	\$55,000
	Fencing	2005	\$110,000
	<b>Subtotal</b>		
Annapolis Gardens	Exterior Painting	2005	\$43,000
	Gutter systems	2005	\$75,000
	Landscaping	2006	\$55,000
	<b>Subtotal</b>		

# Housing Authority of the City of Annapolis

## DHCD Bond Financed Projects

<b>Community</b>	<b>Project</b>	<b>Year</b>	<b>Amount</b>
Harbour House	New HVAC	2005	\$275,000
	New doors and windows	2006	\$550,000
	Interior Halls and Stairs	2005	\$275,000
	Intercom Systems	2006	\$225,000
	<b>Subtotal</b>		<b>\$1,325,000</b>
Eastport Terrace	HVAC Installation	2005	\$85,000
	New flooring	2006	\$144,000
	<b>Subtotal</b>		<b>\$229,000</b>
Glenwood Highrise	New Painting	2005	\$159,000
	New Air Handler	2005	\$210,000
	<b>Subtotal</b>		<b>\$369,000</b>
	<b>Grand Total</b>		<b>\$4,388,000</b>