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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009
Annual Plan for Fiscal Year 2005

The Housing Authority City of Lenoir, North Carolina
nc074v02

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: Lenoir Housing Authority

PHA Number: nc074

PHA Fiscal Year Beginning: 10/2005

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)
Business and Economic Development Center (BEDC)

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2005 - 2009
[24 CFR Part 903.5]

A. Mission

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

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

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

B. Goals

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

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

☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
- ☒ Reduce public housing vacancies:
- ☒ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- ☐ Other (list below)

☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHAS score) FY 2004 score: 60
- ☐ 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**: by continuing to work with the local police department to implement effective community policing programs.**
☐ 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 **by continuing existing practices**.
- ☒ 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 **by continuing existing practices.**
- ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

The Lenoir Housing Authority (LHA) has been designated a "Troubled Agency" based on the PHAS Financial Score Report for Fiscal Year 2004. The Agency has strived to implement initiatives designed to address and correct deficiencies identified. Through the integration of effective management strategies to include a change in LHA administration, reclassification of staff, and retainage of technical service personnel, the Agency strives to be restored to a "high performer" status.

This process has been most effective by reviewing the Agency financial expenditures and obligations and eliminating or reducing costs that are not efficient to restore the LHA to full solvency. Therefore, it is the intent of the LHA to continue with the implementation of the goals and objectives in the FY 2005-2009 Five-Year Plan that are consistent with those established in FY 2000-2004 as they are a continuation of efforts and resources.

Annual PHA Plan
PHA Fiscal Year 2005
[24 CFR Part 903.7]

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

Streamlined Plan:

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

☒ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Lenoir Housing Authority (LHA) has prepared the Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility act (QHWRA) of 1998 and the Final Rule for the Public Housing Agency Plans as published in the Federal Register on October 21, 1999.

Under the direction of the Executive Director, S. Verdell Patterson, who assumed the position as the Interim Director on June 29, 2004 and full time on February 6, 2005 the focus of the Fiscal Year 2005 Annual Plan for the LHA will be to continue to implement the activities and programs outlined in the Five Year Plan (FY 2005-2009). Priorities for FY 2005 will include:

(1) Restore the Agency to a status of "high performer". The Agency will enter into a Memorandum of Agreement (MOA) with HUD during FY 2005 to address all deficiencies that resulted in the LHA being declared a "troubled" Agency.

(2) Pursue resident initiative opportunities. The LHA will continue to promote and provide resident programs that enhance Family Self-Sufficiency (FSS) initiatives. The LHA has a duly-elected city-wide Resident Council which was created in accordance with the CFR 964 Regulations. The Resident Council will continue to serve as a true "partner" with the LHA in ensuring that the goals and objectives of FY 2005 are collaborative initiatives. While the LHA will not dictate any programs to the Residents they will assist with technical support to

ensure adherence to all HUD requirements pursuant to the CFR 964 Regulations.

(3) Continue to pursue an aggressive marketing strategy for occupancy of all housing units in inventory and pursue viable asset revitalization strategies.

(4) Continue to promote a motivational work environment where the talents of employees are maximized and each employee is recognized as a significant contributor conducive to achieving a "high-performer" housing authority environment.

(5) Reduce crimes at the LHA developments through utilization of effective community policing strategies and enhancement of the partnership agreement established with the Lenoir Police Department. A new Police Chief was hired in FY 2004 (Chief Reynolds) who has committed to continuing the partnership previously established.

(6) Strengthen existing partnerships with local, state and government agencies to facilitate a comprehensive cadre of supportive service provisions for residents.

(7) Reduce maintenance overhead cost by implementing effective preventive strategies.

(8) Strive to ensure that the LHA has zero deficiencies with regards to maintenance and operations.

(9) Implement effective administrative policies designed to facilitate and restore the LHA to a "high performer" status.

(10) Provide comprehensive training seminars designed to provide Residents, Staff and Commissioners with the additional support needed for effective service delivery.

(11) Create Section 3 initiatives and employment opportunities in which the housing and service delivery options to residents will also be improved.

(12) Implement additional strategies for residents to remain in compliance with the Community Service Requirement.

The Lenoir Housing Authority has addressed all of the objectives established in FY 2004. It is the intent of the Agency to continue with the mission, goals and objectives established in the Five Year Plan (FY 2000-2004) as the objectives established for FY 2005 are consistent and a continuation of resources. Statutory requirements of the QWHRA have been implemented and certain discretionary policies are now in effect.

The Annual Plan includes a statement related to housing needs, financial resources, policies, rent determination, capital improvements, demolition and/or disposition, designation of public housing for elderly families or families with disabilities or elderly families and families with disabilities, conversion of public housing, homeownership, safety and crime prevention and civil rights.

The Lenoir Resident Advisory Board, Residents, Community Stakeholders, the Board of Commissioners, Local Government Officials and Representatives of other local public and private sector entities were provided an opportunity to participate in the

preparation of the Public Housing Agency Plan thereby, ensuring that the FY 2005 Plan is a culmination of collective efforts.

With the support of the HUD Greensboro Field Office and the City of Lenoir, in particular Mayor David Barlow, the LHA will strive to correct the deficiencies outlined in the Management Assessment Report within the upcoming fiscal year. It is the intent of the Lenoir Housing Authority to deliver comprehensive, affordable housing services to the residents of the city of Lenoir, North Carolina. A total upgrade of the Agency through new leadership initiatives will promote public housing in Lenoir as “housing of choice”.

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

☒ Admissions Policy for Deconcentration

☒ FY 2005 Capital Fund Program Annual Statement **nc074a02 Attachment A**

☒ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) **(forwarded to Greensboro HUD in June 2005 and on file at the LHA)**

Optional Attachments:

☐ PHA Management Organizational Chart

☒ FY 2005 Capital Fund Program 5 Year Action Plan **nc074e02 Attachment E**

☐ Public Housing Drug Elimination Program (PHDEP) Plan

☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **nc074f02 Attachment F**

☒ Other (List below, providing each attachment name)

Membership on the Resident Advisory Board **nc074g02 Attachment G**

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
x	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
x	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
x	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
x	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
x	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
x	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
n/a	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 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ 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 ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
n/a	Section 8 rent determination (payment standard) policies	Annual Plan: Rent

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	☐ check here if included in Section 8 Administrative Plan	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 ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
n/a	Section 8 informal review and hearing procedures ☐ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
x	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
n/a	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
x	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
n/a	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
n/a	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
n/a	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
n/a	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
n/a	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
n/a	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
x	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
x	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
n/a	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
n/a	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
x	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
x	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
n/a	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

The Lenoir Housing Authority (LHA) has reviewed the Consolidated Plan of the Jurisdiction of Lenoir, North Carolina, and all information included in the Housing Authority Five-Year Plan and FY 2005 Annual Summary is Consistent with the goals and objectives of the referenced document.

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	529	4	3	3	3	4	4
Income >30% but <=50% of AMI	334	4	3	3	3	4	3
Income >50% but <80% of AMI	197	3	3	3	3	3	3
Elderly	353	3	2	3	3	2	2
Families with Disabilities	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Race/Ethnicity	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Race/Ethnicity	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Race/Ethnicity	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Race/Ethnicity	n/a	n/a	n/a	n/a	n/a	n/a	n/a

***The City of Lenoir did not segregate this information as per race and ethnicity data.**

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

☒ Consolidated Plan of the Jurisdiction/s
Indicate year: **2003 City of Lenoir, NC**

☒ U.S. Census data: the **Comprehensive Housing Affordability Strategy** ("CHAS") dataset

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
☐ Section 8 tenant-based assistance
☒ Public Housing as of 6/30 2005
☐ Combined Section 8 and Public Housing
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	240		
Extremely low income <=30% AMI	213		
Very low income (>30% but <=50% AMI)	27		
Low income (>50% but <80% AMI)	0		
Families with children	172		
Elderly families	48		
Families with Disabilities	20		
Race/ethnicity white	127		
Race/ethnicity black	106		
Race/ethnicity Hispanic	4		
Race/ethnicity other	3		

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	94		
2 BR	68		
3 BR	49		
4 BR	29		
5 BR	0		
5+ BR	0		

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

If yes:

How long has it been closed (# of months)?

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line

☒ Reduce turnover time for vacated public housing units

☒ Reduce time to renovate public housing units

☐ Seek replacement of public housing units lost to the inventory through mixed finance development

☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

☐ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

☐ Seek designation of public housing for the elderly

☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
☒ Other: (list below) Identify and coordinate resources that are specifically designated for the elderly

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

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

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

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

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

Strategy 2: Conduct activities to affirmatively further fair housing
Select all that apply

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

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

(2) Reasons for Selecting Strategies
Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☒ Funding constraints

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2005 grants)**		
a) Public Housing Operating Fund	476,348.00	
b) Public Housing Capital Fund	233,849.00	
c) HOPE VI Revitalization	n/a	
d) HOPE VI Demolition	n/a	
e) Annual Contributions for Section 8 Tenant-Based Assistance	n/a	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	n/a	
g) Resident Opportunity and Self-Sufficiency Grants	n/a	
h) Community Development Block Grant	n/a	
i) HOME	n/a	
Other Federal Grants (list below)	n/a	
2. Prior Year Federal Grants (unobligated funds only) (list below)		

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
FY04	135,709.00	
FY03 Part I	33,550.00	
FY03 Part II	37,489.15	
3. Public Housing Dwelling Rental Income	121,688.00	
4. Other income (list below)		
Interest Income	3,000.00	
4. Non-federal sources (list below)		
Total resources	**1,041,633.15**	

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: (**5 days**)
☐ When families are within a certain time of being offered a unit: (state time)
☐ Other: (describe)

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

☒ Criminal or Drug-related activity
☒ Rental history **Landlord Verifications**
☒ Housekeeping
☒ Other (describe) **Credit Check**

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) **The information is obtained through rent Facts.**

(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?
none

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
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

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

(1) Date and Time

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

Other preferences (select all that apply)
☐ Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☒ Residents who live and/or work in the jurisdiction (1)
☐ Those enrolled currently in educational, training, or upward mobility programs
☐ Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

☐ The PHA applies preferences within income tiers

☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

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

☒ The PHA-resident lease

☒ The PHA's Admissions and (Continued) Occupancy policy

☒ PHA briefing seminars or written materials

☒ Other source (list) **Screening Interview**

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

☒ At an annual reexamination and lease renewal

☒ Any time family composition changes

☐ At family request for revision

☐ Other (list)

(6) Deconcentration and Income Mixing

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

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

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

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

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

☐ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

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

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

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

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☐ List (any applicable) developments below:

B. Section 8 (Not Applicable)

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)

(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:

(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)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The "rental value" of the unit
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
☐ Never
☐ At family option
☒ Any time the family experiences an income increase
☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
☐ Other (list below)

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

(2) Flat Rents

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) **A section 8 comparability analysis was utilized, but the LHA will conduct an updated rent analysis assessment in FY 2005.**

B. Section 8 Tenant-Based Assistance (Not Applicable)

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 below100% 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: **The Housing Authority Staff consist of an Executive Director, Finance Manager, PHA Manager, Maintenance Supervisor, (1) Full Time Maintenance Mechanic, (3) Part-time contract maintenance personnel (grounds and cleaning). All positions report directly to the Executive Director with the exception of the Maintenance Mechanics and Maintenance Assistants who report directly to the Maintenance Supervisor.**

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.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	156	1%
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		

Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
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)

Management:

Admissions & Continued Occupancy Policy; Personnel Policy; Procurement Policy; Pet Policy; Lease & Grievance Policy; Community Service Policy: Authorization to sign checks; Authorization to Transfer Funds; Capitalization Policy; Disposition Policy; Investment Policy; and Maintenance Plan.

Maintenance

Preventive maintenance Contract (annually for service)
Painting Contract (when Applicable)
Pest Control Contract (including Cockroaches)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

☒ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

☐ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **nc074a02 Attachment A**

-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 (state name **nc074e02 Attachment E**

-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.)

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one)

☐ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)

5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ 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)

☐ Conversion Plan in development
☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY)
☐ Conversion Plan approved by HUD on: (DD/MM/YYYY)
☐ Activities pursuant to HUD-approved Conversion Plan underway

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

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.)

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? **09/2000**

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.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
GED, Adult Basic Ed., Tutorial	10	Anyone Can Participate	Caldwell County Community College	PHA
Self-Sufficiency Empowerment Classes	50	Anyone Can Participate	PHA Main Office	PHA

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	35 (06/01/05)
Section 8	n/a	n/a

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

C. Welfare Benefit Reductions

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

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

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

As a result of the Quality Housing and Work Responsibility Act (QHWRA) passed by Congress in 1988, and the FY 2003 Omnibus Appropriations Act signed into law by the President on February 20, 2003 mandates that HUD implements and enforces the community service requirement for all non-exempt adult (ages 18 years and older), public housing residents to participate in eight (8) hours of community service and/or economic self-sufficiency activities per month.

The LHA is complying with the requirement by classifying the following persons as exempt from this requirement if verified by the Housing Authority:

1). Is 62 years of age or older;
2). 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;
3). 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);
4). Meets the requirement for being exempted from having to engaged in work activity under the state program fund i.e. TANF (welfare program) under part a of title IV of the Social Security Act (42 USC 601 et seg.) 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
5). Is in a family receiving assistance under a state program funded under part a or title IV of the social security act (42 USC 601 et seg) 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 non-compliance with such program.

Community service meetings were held to inform all residents of the requirement. All residents will be required to sign a new lease or lease addendum which will stipulate the conditions and for compliance with this requirement. Each adult member of the household will be provided with a copy of the community service policy, a list of pre-approved activities and programs, and a certification form. Each year, not less than 30 days prior to the end of the 12-month lease term you will be required to submit all documentation certifying your compliance with the community service program.

If a resident fails to comply with the requirement and provide the required documentation your lease will not be renewed. At the time of review and determination of non- compliance, the Housing Authority will offer the resident one chance to remedy the situation. Partnership agreements have been established with the Workforce Development Office to assist with the placement and monitoring of this component. The Community Service Initiative for the LHA is as follows:

SERVICE REQUIREMENT

As a condition of the program initiative, each adult resident of public housing shall, if participating:

1) Contribute 8 hours per month of community service (does not include political activities); or
2) Participate in an economic self-sufficiency program for 8 hours per month; or
3) Perform 8 hours per month of combined community service and economic self-sufficiency.

COMMUNITY SERVICE :

Community Service is defined as the performance of volunteer work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-

sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities.

QUALIFIED COMMUNITY SERVICE ORGANIZATION AND ACTIVITIES

As a convenience to covered residents, the Housing Authority will develop, post on the Authority's bulletin boards and provide to covered residents a list of qualified organizations (and activities) that have agreed to work with resident in helping them satisfy their community service requirement. Residents are not limited to the published list and are encouraged to identify other organizations and activities. To ensure compliance with this community service policy, residents should seek the Housing Authority's approval prior to volunteering for organizations or performing activities not included on the published list. It is the Housing Authority's policy to provide great latitude in approving community service organizations and activities.

SIGNED CERTIFICATIONS

The Housing Authority management staff will provide signed certifications of any community service activities administered by the Authority. In a similar manner, organizations other than the Authority, who administer qualifying activities must provide signed certifications. The Housing Authority will provide residents with certification forms which the residents will present to the organization administering the qualifying activities for certification approval and signatures. The person(s) approved for signing the certifications will give one copy to the resident, keep one copy, The Authority will file the form in each of the participating resident's file.

The following list of qualified service organizations and activities is presented as a convenience to covered residents. Covered residents are not limited to the following list and are encouraged to identify other organizations and activities.

Organizations

- Lenoir Housing Authority
- City of Lenoir, North Carolina
- Department of Health and Human Services
- Caldwell County Health Department
- Local Hospitals

Activities

- Volunteer services to any qualified organization
- Self-sufficiency activities such as education, training and self-improvement classes
- Housing Authority or City Volunteer Trash Pick-up Day
- Participation in monthly resident programs as presented by the Housing Authority

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)
Street Level Drug Trade and Congregate Activity

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)
Harrington Street Apartments

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

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

☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
☒ Crime Prevention Through Environmental Design
☒ Activities targeted to at-risk youth, adults, or seniors
☐ Volunteer Resident Patrol/Block Watchers Program
☒ Other (describe below)

1. Concentration of on-site Law Enforcement
2. On-site Substation
3. Pro-active Community Policing Initiatives

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

Harrington Street Apartments

C. Coordination between PHA and the police

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

☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
☒ Police provide crime data to housing authority staff for analysis and action
☒ 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)

Harrington Street Apartments

D. Additional information as required by PHDEP/PHDEP Plan (Not Applicable)

PHAs eligible for FY 2005 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 2005 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)]

PET POLICY

I. **Purpose**

In accordance with 24 CFR Part 960 and 24 CFR Part 5, the Housing Authority of Lenoir, North Carolina will permit residents to own and keep common household pets in their apartment. This policy sets forth the conditions and guidelines under which pets will be permitted.

The purpose of the policy is to ensure that pet ownership will not be injurious to persons or property, or violate the rights of all residents to clean, quiet, and safe surroundings.

Common Household Pets are Defined as Follows:

Birds: Including canary, parakeet, finch and other species that are normally kept caged; birds of prey are not permitted.

Fish: Tanks or aquariums are not to exceed 20 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one (1) tank or aquarium is permitted per apartment.

Dogs: Not to exceed twenty (20) pounds at time of maturity. All dogs must be neutered or spayed. Dogs of the following categories to include pitbulls and rotweilers are not allowed.

Cats: All cats must be neutered or spayed and declawed.

Exotic pets such as snakes, monkeys, rodents, etc. are not allowed.

II. **Registration**

Every pet must be registered with the Housing Authority of Lenoir, North Carolina management prior to moving the pet into the unit and updated annually thereafter. Registration requires the following:

A. A certificate signed by a licensed veterinarian, or a state or local authority empowered to inoculate animals (or designated agent of such authority), stating that the animal has received all inoculations required by the state and local law, if applicable (dogs, cats).

B. Proof of current license, if applicable (dogs, cats).

C. Identification tag bearing the owner's name, address, and phone number (dogs, cats).

D. Proof of neutering/spaying and/or declawing, if applicable (dogs, cats).

E. Photograph (no smaller than 3x5) of pet or aquarium.

F. The name, address, and phone number of a responsible party that will care for the pet if the owner becomes temporarily incapacitated.

G. Fish - size of tank or aquarium must be registered.

III. **Licenses and Tags**

Every dog and cat must wear the appropriate local animal license, a valid rabies tag and a tag bearing the owner's name, address and phone number. All licenses and tags must be current.

IV. **Density of Pets**

Only one (1) dog or cat will be allowed per apartment. Only two (2) birds will be allowed per apartment. The Housing Authority of Lenoir, North Carolina only will give final approval on type and density of pets.

V. **Visitors and Guests**

No visitor or guest will be allowed to bring pets on the premises at anytime. Residents will not be allowed to Pet Sit or House a Pet without fully complying with this policy.

Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.

VI. **Pet Restraints**

A. All dogs must be on a leash when not in the owner's apartment. The leash must be no longer than three (3) feet.

B. Cats must be in a caged container or on a leash when taken out of the owner's apartment.

C. Birds must be in a cage when inside of the resident's apartment or entering or leaving the building.

VII. **Liability**

Residents owning pets shall be liable for the entire amount of all damages to the Housing Authority of Lenoir, North Carolina premises caused by their pet and all cleaning, spraying for fleas and deodorizing required because of such pet. Pet owners shall be strictly liable for the entire amount of any injury to the person or property of other residents, staff or visitors of the Housing Authority of Lenoir, North Carolina caused by their pet, and shall indemnify the Housing Authority of Lenoir, North Carolina for all costs of litigation and attorney's fees resulting from such damage. Pet liability insurance can be obtained through most insurance agents and companies.

VIII. **Sanitary Standards and Waste Disposal**

A. Litter boxes must be provided for cats with use of odor-reducing chemicals.

B. Fur-bearing pets must wear effective flea collars at all times or the owner must apply, on a regular basis, a topical flea and tick control product such as Frontline", "Advantage", or other similar product. Should extermination become necessary, cost of such extermination will be charged to pet owner.

C. Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to Authority property due to pet or removal of pet feces by staff.

(i) All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage container and/or trash compactor.

(ii) Residents with litter boxes must clean them regularly. Noncompliance may result in removal of the pet. The Housing Authority of Lenoir, North Carolina reserves the right to impose a mandatory twice weekly litter box cleaning depending on need. Litter box garbage shall be placed in a plastic bag and deposited outside the building in the garbage container and/or trash compactor.

D. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Pet owner's apartments may be subject to inspections once a month.

IX. General Rules

The resident agrees to comply with the following rules imposed by the Housing Authority of LENOIR, NORTH CAROLINA:

A. The pet owner agrees to arrange for routine check-ups for his pet with a veterinarian, provide preventive medication for heartworm disease and other diseases as prescribed by the veterinarian, and care for the pet if he or she is ill.

B. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time.

C. Pet owners will be required to make arrangements for their pets in the event of vacation or hospitalization.

D. Dog houses are not allowed on Authority property.

X. Pet Rule Violation and Pet Removal

A. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has violated a rule governing the pet policy, the Housing Authority of Lenoir, North Carolina shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.

B. If a pet poses a nuisance such as excessive noise, barking, or whining which disrupts the peace of other residents, owner will remove the pet from premises

upon request of management within 48 hours. Nuisance complaints regarding pets are subject to immediate inspections.

C. If a pet owner becomes unable either through hospitalization or illness to care for the pet, and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, the Housing Authority of Lenoir, North Carolina can choose to remove the pet. The Authority accepts no responsibility for pets so removed.

XI. Rule Enforcement

Violation of these pet rules will prompt a written notice of violation. The pet owner will have seven (7) days to correct the violation or request an informal hearing at which time the Authority's Grievance Procedure will be followed.

XII. Grievance

Management and resident agree to utilize the Grievance Procedure described in the Lease Agreement to resolve any dispute between resident and management regarding a pet.

XIII. Pet Damage Deposit

A "Pet Deposit" will be required for dogs and cats only, however, all pet owners must comply with registration rules for all other pets. The "Pet Deposit" must be paid in advance and is to be used to pay reasonable expenses directly attributable to the presence of the pet in the development including (but not limited to) the cost of repairs and replacements to, and fumigation of, the resident's dwelling unit. The amount of the "Pet Damage Deposit" will be $100.00. This money may be paid in increments of no less than $25.00 per month.

Pet deposits will be placed in an account of the type required under applicable State or local law for pet deposits, or rental security deposits if applicable. LHA will comply with such applicable law as to retention of the deposit, interest, and return of the deposit or portion thereof to the resident, and any other applicable requirements.

XIV. Exceptions

This policy does not apply to animals that are used to assist persons with disabilities. This exclusion applies to animals that reside in the development, as well as animals used to assist persons with disabilities that visit the development. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. The Authority shall maintain a list of agencies that provide and/or train animals to give assistance to individuals with disabilities.

_____ _____

RESIDENT DATE

_____ _____

LHA STAFF DATE

form **HUD 50075** (03/2003)

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

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

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

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

☒ Attached at Attachment (File name) **nc074f02 Attachment F**

☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

☒ Considered comments, but determined that no changes to the PHA Plan were necessary.

☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:

☐ Other: (list below)

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

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

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

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)
The name of the resident who is a member of the LHA governing board is Brent Fox. Mr. Fox's term of appointment is three years and expires 11/2007. He was appointed on 11/2004 by the Mayor of the City of Lenoir, North Carolina.

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) **The representative was selected by David Barlow, Mayor, City of Lenoir**

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: (**City of Lenoir, North Carolina**)

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)

The LHA Five-Year Plan and Annual Summary are consistent with the Five-Year Consolidated Plan for the city of Lenoir, North Carolina. A priority for the City of Lenoir, North Carolina is to address the needs of the citizens are pertains to affordable housing. The primary goals for the Consolidated Plan are to (1) Provide affordable rental units, (2) Provide affordable purchase units, (3) Provide units free of lead-base paint and other hazards, and (4) Provide quality housing (units maintained in optimum conditions).

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

The Consolidated Plan for the city of Lenoir, North Carolina supports the LHA Five Year Plan and Annual Summary by emphasizing that the goal of is to extend and strengthen partnerships thereby, enabling a commitment to providing housing opportunities for low income persons. The Consolidated Plan, furthermore, has specifically identified that the City will continue the coordination between resources to facilitate comprehensive strategies for the addressment of goals and objectives. These strategies will affirmatively further fair housing as the LHA properties will continue to be recognized as residences of "desire" choice" conceptualized housing of "last resort".

D. Other Information Required by HUD

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

The Housing Authority of Lenoir, North Carolina in the submission of the FY 2005-2009 Five Year and FY 2005 Annual Plan has not deviated or significantly amended the goals and objectives established through the original, FY 2000-2004 Five-Year Plan. The LHA will consider the following to be changes in the Agency Plan necessary and sufficient to require a full review by the Resident Advisory Board and by the City for a public hearing before a corresponding change in the Agency Plan can be adopted. A significant deviation or alteration would have included the following:

1. Any alteration of the Authority's *Mission Statement*;
2. Any change or amendment to a stated Strategic Goal;
3. Any change or amendment to a stated Strategic Objective except in a case where the change results from the objective having been met;
4. Any introduction of a new Strategic Goal;
5. Any alteration in the Capital Fund Program Annual Plan that affects expenditure greater than $50,000 of the CFP Annual Budget for that year.
6. Changes to rent or admissions policies or organization of the waiting list;
7. Additions of work items (items not included in the current Annual Statement or 5-Year Plan) or change in use of replacement reserve funds under the Capital Fund that affects expenditure greater than $50,000 of the CFP Annual Budget for that year.
8. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

In setting the above criteria, the Lenoir Housing Authority intends by "Strategic Goal" specifically those items under those headings in its 5-Year Plan. Because the Annual Plan already requires annual review by the Resident Advisory Board and by Public Hearing, the Authority believes this annual process sufficient to meet the spirit of the *Quality Housing and Work Responsibility Act of 1998*. It expects that changes to the Annual Plan will be primarily administrative in nature. It believes, however, as shown in item #5 above, that significant changes in its planned modernization expenditures should be subject to a resident/public process.

The Lenoir Housing Authority has also reviewed the requirements set out in HUD Notice PIH 99-51. It here incorporates the several additional criteria established by HUD for "substantial deviation" or "significant amendment or modification" to its Agency Plan. The LHA will also consider the following events to require a public process before amending such changes to its Agency Plan. The Lenoir Housing Authority acknowledges that an exception will be made by HUD to compliance with the above criteria for any of the above changes that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by HUD.

Lenoir Housing Authority did not have any significant changes to the FY 2005-2009 Five Year Plan or the FY 2005 Annual Plan based on the criteria established as referenced for a significant alteration or deviation.

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the "PHA Certifications of Compliance with the PHA Plan and Related Regulations."

All certifications have been forwarded to HUD as per regulation. Certifications forwarded include:

HUD Form 50070
HUD Form 50071
HUD Form LLL
PHA Certification of Compliance with the PHA Plans and related regulations
State Certification

Attachments

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

LIST OF ATTACHMENTS

nc074a02 Attachment A	FY 2005 Capital Fund Program Annual Statement
nc074b02 Attachment B	FY 2004 Capital Fund Program Annual Statement
nc074c02 Attachment C	FY 2003 Part 1 & Part 2 Capital Fund Program
nc074d02 Attachment D	FY 2002 Capital Fund Program Annual Statement
nc074e02 Attachment E	Capital Fund Program 5 Year Plan for Modernization
nc074f02 Attachment F	Recommendations and Comments from Resident Advisory Board
nc074g02 Attachment G	Membership on the Resident Advisory Board

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

Annual Statement (See attachment A) **nc074 a02**
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number NC19PO7450105 FFY of Grant Approval: (10/01/2005)

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	46,000
3	1408 Management Improvements	45,000
4	1410 Administration	25,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	22,500
8	1440 Site Acquisition	
9	1450 Site Improvement	12,050
10	1460 Dwelling Structures	62,540
11	1465.1 Dwelling Equipment-Nonexpendable	20,759
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	**Amount of Annual Grant (Sum of lines 2-19)**	233,849
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	18,000
24	Amount of line 20 Related to Energy Conservation Measures	50,000

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA WIDE	**OPERATIONS**	**1406**	**46,000**
PHA WIDE	**MANAGEMENT IMPROVEMENTS** Training cost initiative for staff Includes … Certifications, Education, Updates, Various Improvement Activities Including Compliance Payment of off-duty police services above baseline service. Pay is $18.00 hourly off- duty rate.	**1408**	**45,000** 27,000 18,000
PHA WIDE	**ADMINISTRATION** Resident Services Program Staff	**1410**	**25,000**
PHA WIDE	**FEES & COSTS** Contractual Staff for Specific services to include A/E Design	**1430**	**22,500**
PHA WIDE	**SITE IMPROVEMENTS** Landscaping, fencing, and soil erosion correction	**1450**	**12,0510**
NC 74-2	**DWELLING STRUCTURES** Air Conditioner installation at Poplar St, Penley Crt and Lutz	**1460**	**62,540**
All Developments	**DWELLING EQUIPMENT/ NON_EXPENDABLE** Refrigerators and Range Replacement	**1465.1**	**20,759**
	TOTAL		**233,849**

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
NC 74-1	09/30/2007	09/30/2009
NC74-2	09/30/2007	09/30/2009
PHA WIDE	09/30/2007	09/30/2009
All Developments	09/30/2007	09/30/2009

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

nc074a02 ATTACHMENT A **Annual Statement/Performance and Evaluation Report**
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Lenoir Housing Authority	**Grant Type and Number** CFP: NC19PO7450105 Capital Fund Program Replacement Housing Factor Grant No:	**Federal FY of Grant: 2005**

X **Original Annual Statement (revised based on funding received from HUD)** ☐**Reserve for Disasters/ Emergencies**
☐**Revised Annual Statement (revision no:)**
☐**Performance and Evaluation Report for Period Ending:** ☐**Final Performance and Evaluation Report**

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations	$46,000.00			
3	1408 Management Improvements	45,000.00			
4	1410 Administration	25,000.00			
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	22,500.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	12,050.00			
10	1460 Dwelling Structures	62,540.00			
11	1465.1 Dwelling Equipment—Nonexpendable	20,759.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	233,849.00			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security	18,000			
24	Amount of line 20 Related to Energy Conservation Measures	50,000			

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

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

PHA Name: Lenoir Housing Authority		**Grant Type and Number** CFP Program #: NC19PO7450105 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant: 2005**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	**OPERATIONS**	1406						
	Putting funds into operations			46,000.00				
	TOTAL 1406			**46,000.00**				
PHA Wide	**MANAGEMENT IMPROVEMENTS**	1408						
	Training Cost Initiative for staff. Includes… Certifications, Education, Updates, Various Improvement Activities Including compliance			27,000				
	Payment of off-duty police services above baseline service. Pay is $18.00 hourly off-duty rate.			18,000				
	TOTAL 1408			**45,000.00**				
PHA Wide	**ADMINISTRATION**	1410						
	.							
	Resident Services Program Staff			25,000				
	TOTAL 1410			**25,000.00**				
PHA Wide	**FEES AND COSTS**	1430						
	Contractual Staff for specific Services to include A/E Design			18,000 4,500				
	TOTAL 1430			**22,500.00**				

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

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

PHA Name: Lenoir Housing Authority		**Grant Type and Number** CFP Program #: NC19PO7450105 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant: 2005**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	**SITE IMPROVEMENTS**	1450						
	Landscaping, fencing and soil erosion correction			12,050				
	TOTAL 1450			**12,050.00**				
NC 74-2 and NC 74-2	**DWELLING STRUCTURES**	1460						
	Air Conditioner installation at Poplar St, Penley Crt and Lutz			62,540				
	TOTAL 1460			**62,540.00**				
All Developments	**DWELLING EQUIPMENT/ NON-EXPENDABLE**	1465.1						
	Refrigerators and Range Replacement			20,759				
	TOTAL 1465.1			**20,759**				
	TOTAL			**233,849**				

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

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

PHA Name: Lenoir Housing Authority	**Grant Type and Number** Capital Fund Program #: NC19PO7450105 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant: 2005**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC 74-1	09/30/2007			09/30/2009			
NC 74-2	09/30/2007			09/30/2009			
PHA WIDE	09/30/2007			09/30/2009			
All Developments	09/30/2007			09/30/2009			

* Budget reflects actual total received from HUD in July 2005.

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

nc074b02 ATTACHMENT B **Annual Statement/Performance and Evaluation Report**
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Lenoir Housing Authority	**Grant Type and Number** CFP: NC19PO7450104 Capital Fund Program Replacement Housing Factor Grant No:	**Federal FY of Grant: 2004**

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☒ **Performance and Evaluation Report for Period Ending: 03/31/05** ☐ **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	51,000.00		51,000.00	0
3	1408 Management Improvements	51,000.00		51000.00	0
4	1410 Administration	19,381.00		19.381.00	0
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	25,709.00		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	110,000.00		0	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	257,090.00		121.381.00	0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security	18,000		18,000	0
24	Amount of line 20 Related to Energy Conservation Measures	50,000		0	0

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

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

PHA Name: Lenoir Housing Authority		**Grant Type and Number** CFP Program #: NC19PO7450104 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant: 2004**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	**OPERATIONS**	1406						
	Putting funds into operations			51,000.00		51,000.00	0	On schedule
	TOTAL 1406			**51,000.00**		**51,000.00**	0	
PHA Wide	**MANAGEMENT IMPROVEMENTS**	1408						
	Training Cost Initiative for staff. Includes… Certifications, Education, Updates, Various Improvement Activities Including compliance			33,000		33,000	0	On schedule
	Payment of off-duty police services above baseline service. Pay is $18.00 hourly off-duty rate.			18,000		18,000	0	On schedule
	TOTAL 1408			**51,000**		**51,000**	0	
PHA Wide	**ADMINISTRATION**	1410						
	.							
	Resident Services Program Staff			19,381.00		19,381.00	0	On schedule
	TOTAL 1410			**19,381.00**		**19,381.00**	0	
PHA Wide	**FEES AND COSTS**	1430						
	Contractual Staff for specific Services to include A/E Design			18,000 7,709		0 0	0 0	On schedule

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

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

PHA Name: Lenoir Housing Authority		**Grant Type and Number** CFP Program #: NC19PO7450104 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant: 2004**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	TOTAL 1430			**25,709**		0	0	
NC 74-2 and NC 74-2	**DWELLING STRUCTURES**	1460						
	Cabinet Renovations Water Heater and Utility Replacement			60,000 50,000		0 0	0 0	On schedule
	TOTAL 1460			**110,000.00**		0	0	
	TOTAL			**257,090.00**		**121.381.00**	**0**	

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

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

PHA Name: Lenoir Housing Authority	**Grant Type and Number** Capital Fund Program #: NC19PO7450104 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant: 2004**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC 74-1	09/30/2006			09/30/2008			
NC 74-2	09/30/2006			09/30/2008			
PHA WIDE	09/30/2006			09/30/2008			

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

nc074c02 ATTACHMENT C **Annual Statement/Performance and Evaluation Report**
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Lenoir Housing Authority	**Grant Type and Number** CFP: NC19PO7450103 Capital Fund Program Replacement Housing Factor Grant No:	**Federal FY of Grant: 2003**

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies** ☒ **Revised Annual Statement (revision no:** 1) as of 10/2003
☒ **Performance and Evaluation Report for Period Ending:03/31/2005** ☐ **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	22,055.00	22,055.00	22,055.00	22,055.00
3	1408 Management Improvements	16,495.00	16,067.05	16,067.05	16,067.05
4	1410 Administration	40,000.00	40,000.00	40,000.00	29,806.25
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	10,000.00	10,000.00	10,000.00	6,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	12,000.00	12,000.00	12,000.00	12,000.00
10	1460 Dwelling Structures	100,000.00	100,000.00	78,450.00	50,229.60
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	12,000.00	12,000.00	0	0
13	1475 Nondwelling Equipment	8,000.00	8,427.95	8,427.95	8,427.95
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	220,550.00	220,550.00	187,000.00	144,585.85
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

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

PHA Name: Lenoir Housing Authority		**Grant Type and Number** CFP#: NC19PO7450103 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	**OPERATIONS**	1406						
	Putting funds into operations			22,055.00	22,055.00	22,055.00	22,055.00	completed
	TOTAL 1406			**22,055.00**	**22,055.00**	**22,055.00**	**22,055.00**	
PHA Wide	**MANAGEMENT IMPROVEMENTS**	1408						
	Training Cost Initiative for staff. Includes… Certifications, Education, Updates, and Various Improvement Activities			9,495.00	9,495.00	9.495.00	9,495.00	completed
	Cannon Software Dimension upgrade			7,000.00	7,000.00	7,000	7,000	completed
	TOTAL 1408			**16,495.00**	**16,067.05**	**16,067.05**	**16,067.05**	
PHA Wide	**ADMINISTRATION**	1410						
	Contracted objective Inspection Service to conduct all annual Real Estate Assessment Center protocol inspections. Work includes housekeeping, and all necessary needs of grounds and common areas.			5,000.00	3,000.00	3,000.00	3,000.00	completed
	Resident Services Program to include events, training, support, and supplies			17,000.00	17,000.00	17,000.00	17,000.00	completed
	Payment of off-duty police services above baseline service. Pay is $18.00 hourly off-duty rate as per MOU			20,000.00	20,000.00	20,000.00	9.806.25	ongoing
	TOTAL 1410			**40,000.00**	**40,000.00**	**40,000.00**	**29,806.25**	

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

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

PHA Name: Lenoir Housing Authority		**Grant Type and Number** CFP#: NC19PO7450103 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA Wide	**FEES AND COSTS**	1430						
	Consultants			3,000.00	3,000.00	3,000.00	3,000.00	completed
	Sundry planning costs			5,000.00	5,000.00	5,000.00	1,000.00	ongoing
	A/E Design			2,000.00	2,000.00	2,000.00	2,000.00	completed
	TOTAL 1430			**10,000.00**	**10,000.00**	**10,000.00**	**6,000.00**	
NC-74-1 & 2	**SITE IMPROVEMENT**	1450						
	Grounds and general landscaping improvement of all sites, to include garbage pick-up, painting, spraying and other duties pertinent to beautification			12,000.00	12,000.00	12,000.00	12,000.00	completed
	TOTAL 1450			**12,000.00**	**12,000.00**	**12,000.00**	**12,000.00**	
NC 74-2	**DWELLING STRUCTURES**	1460						
	Siding replacement for 74-2 sites in need, Penley Court and Atwood Street.			100,000.00	100,000.	78,450.00	50,229.60	ongoing
	TOTAL 1460			**100,000.00**	**100,000**	**78,450.00**	**50,229.60**	
PHA Wide	**NON-DWELLING STRUCTURES**	1470						
	Repair and Renovations to Main Administrative Building			12,000	12,000,00	0	0	ongoing
	TOTAL 1470			**12,000**	**12,000,00**	**0**	**0**	
NC 74-1	**NON-DWELLING EQUIPMENT**	1475						

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

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

PHA Name: Lenoir Housing Authority		**Grant Type and Number** CFP#: NC19PO7450103 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	Upgrade and refurbishment of equipment for the maintenance of units and grounds to include operating machinery, tools, and other pertinent needs.			8,000.00	8,427.95	8,427.95	8,427.95	completed
	TOTAL 1475			**8,000.00**	**8,427.95**	**8,427.95**	**8,427.95**	

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

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

PHA Name: Lenoir Housing Authority	**Grant Type and Number** Capital Fund Program #: NC19PO7450103 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant: 2003**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC 74-1	09/30/2005			09/30/2006			
NC 74-2	09/30/2005			09/30/2006			

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

nc074d02 ATTACHMENT D Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Lenoir Housing Authority	**Grant Type and Number** Capital Fund Program: NC19PO7450102 Capital Fund Program Replacement Housing Factor Grant No:	**Federal FY of Grant: 2002**

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies X Revised Annual Statement (revision no:** 2) Effective 10/1/2003
☒ **Performance and Evaluation Report for Period Ending: 03/31/05** ☐ **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	27,000.00	27,000.00	27,000.00	27,000.00
3	1408 Management Improvements	20,000.00	54,000.00	54,000.00	54,000.00
4	1410 Administration	20,096.00	27,696.00	27,696.00	27,696.00
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	5,000.00	15,000.00	15,000.00	5,350.00
8	1440 Site Acquisition				
9	1450 Site Improvement	20,000.00	20,000.00	20,000.00	12,083.10
10	1460 Dwelling Structures	138,000.00	86,400.00	86,400.00	66,477.75
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	46,000.00	46,000.00	46,000.00	46,000.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	276,096.00	276,096.00	276,096.00	238,606.85
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

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

PHA Name: Lenoir Housing Authority		**Grant Type and Number** Capital Fund Program #: NC19PO7450102 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant: 2002**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
NC 74-1 & 2	**OPERATIONS**	1406						
	Putting funds into operations			27,000	27,000.00	27,000.00	27,000.00	completed
	TOTAL 1406			**27,000**	**27,000.00**	**27,000.00**	**27,000.00**	
NC 74-1 & 2	**MANAGEMENT IMPROVEMENTS**	1408						
	Equipment upgrades of phones, computers, and related software			20,000.00	20,000	20,000	20,000	
	Resident services				17,000	17,000	17,000	
	Security				17,000	17,000	17,000	
	TOTAL 1408			**20,000.00**	**54,000**	**54,000**	**54,000**	completed
NC 74-1 & 2	**ADMINISTRATION**	1410						
	inspector of sites and unit/move out/move in, housekeeping,			0.00	0.00			
	Resident Services Program to include events, training, and supplies			20,096	27,696.00	27,696	27,696	
	TOTAL 1410			**20,096**	**27,696.00**	**27,696**	**27,696**	completed
NC 74-1 & 2	**FEES AND COSTS**	1430						
	Consultants (Fee Accountant)			3,000.00	13,000	3,000	3,000	On-going
	Sundry planning costs			2,000.00	2,000	2,350	2,350	
	TOTAL 1430			**5,000.00**	**15,000**	**15,000**	**5,350**	
NC-74-1 & 2	**SITE IMPROVEMENT**	1450						
	Painting and general beautification of sites, including drainage repair			20,000.00	20,000	20,000	12,083.10	

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

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

PHA Name: Lenoir Housing Authority		**Grant Type and Number** Capital Fund Program #: NC19PO7450102 Capital Fund Program Replacement Housing Factor #:				**Federal FY of Grant: 2002**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
	TOTAL 1450			**20,000.00**	**20,000**	**20,000**	**12,083.10**	On-going
NC 74-2	**DWELLING STRUCTURES**	1460						
	Roof and gutter replacement for several NC 74-2 sites in need. Ceiling, floors and roofs. Siding			138,000.00 0 0	19,922.25 64,693.10 1,784.65	19,922.25 64,693.10 1,784.65	0 64,693.10 1,784.65	On-going
	TOTAL 1460			**138,000.00**	**86,400**	**86,400**	**66,477.75**	
NC 74-1	**NON-DWELLING EQUIPMENT**	1475						
	Upgrade and refurbishment of equipment for the maintenance of units and grounds to include operating machinery, tools, and other pertinent needs, Upgrade will also include a new resident service van.			46,000.00	46,000.00	46,000.00	46,000.00	completed
	TOTAL 1475			**46,000.00**	**46,000.00**	**46,000.00**	**46,000.00**	

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

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

PHA Name: Lenoir Housing Authority	**Grant Type and Number** Capital Fund Program #: NC19PO7450101 Capital Fund Program Replacement Housing Factor #:	**Federal FY of Grant: 2002**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC 74-1	09/30/2004			12/31/2005			
NC 74-2	09/30/2004			12/31/2005			

13. Capital Fund Program Five-Year Action Plan

nc074e02 ATTACHMENT E **Part I: Summary**		**Capital Fund Program Five-Year Action Plan**			
PHA Name : Lenoir Housing Authority				☒**Original 5-Year Plan** ☐**Revision No:**	
Development Number/Name/ HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009
PHA Wide NC074 (74-1) NC074 (74-2)	Annual Statement				
Operations 1406		46,000	46,000	46,000	46,000
Management Improvements 1408		45,000	45,000	45,000	45,000
Administration 1410		25,000	25,000	25,000	25,000
Fees & Cost 1430		22,500	22,500	22,500	22,500
Site Improvements 1450		95,349	27,590	37,590	37,590
Dwelling Structures 1460					
Dwelling Equipment Non-Expendable 1465.1					
Nondwelling Structures 1470			67,759	57,759	57,759
Nondwelling Equipment 1475					
TOTAL		**233,849.00**	**233,849.00**	**233,849.00**	**233,849.00**
CFP Funds Listed for 5-year planning		**233,849.00**	**233,849.00**	**233,849.00**	**233,849.00**
Replacement Housing Factor Funds					

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan **Part II: Supporting Pages—Work Activities**						
Activities for Year 1	Activities for Year : (2) FFY Grant: 2006 PHA FY: 2006			Activities for Year : (2) FFY Grant: 2007 PHA FY: 2007		
	Development Name/Number		**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See						
Annual	PHA Wide- 1406	Operations	46,000	PHA Wide- 1406	Operations	46,000
Statement	PHA Wide-1408	Staff Training Law Enforcement	45,000	PHA Wide-1408	Staff Training Law Enforcement	45,000
	PHA Wide – 1410	Resident Services Program Staff	25,000	PHA Wide – 1410	Resident Services Program Staff	25,000
	PHA Wide – 1430	Contractual Staff For specific services to include A & E design	22,500	PHA Wide – 1430	Contractual Staff For specific services to include A & E design	22,500
	Site Improvements – 1450	Gutter & Drainage Renovations	95,349	Site Improvements – 1450	Landscaping and Beautification Drainage and Gutter Replacement	27,590
	Dwelling Structures – 1460			Dwelling Structures – 1460		
	Dwelling Equipment – 1465.1	Refrigerator and Range Replacement		Dwelling Equipment – 1465.1		
	Non- Dwelling Structures 1470			Non- Dwelling Structures 1470		67,759
Total CFP Estimated Cost			**$233,849.00**			**$233,849.00**

13. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan **Part II: Supporting Pages—Work Activities**					
Activities for Year : (4) FFY Grant: 2008 PHA FY: 2008			Activities for Year: (5) FFY Grant: 2009 PHA FY: 2009		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
PHA Wide- 1406	Operations	46,000	PHA Wide- 1406	Operations	46,000
PHA Wide-1408	Staff Training Law Enforcement	45,000	PHA Wide-1408	Staff Training Law Enforcement	45,000
PHA Wide – 1410	Resident Services Program Staff	25,000	PHA Wide – 1410	Resident Services Program Staff	25,000
PHA Wide – 1430	Contractual Staff For specific services to include A & E design	22,500	PHA Wide – 1430	Contractual Staff For specific services to include A & E design	22,500
Site Improvements – 1450	Parking Lot Repavement	37,590	Site Improvements – 1450	Landscaping and Parking Lot Repaving	37,590
Dwelling Structures – 1460			Dwelling Structures – 1460		
Dwelling Equipment – 1465.1			Dwelling Equipment – 1465.1		
Non- Dwelling Structures 1470	Laundry Room Creation for 74-2 Sites	57,759	Non- Dwelling Structures 1470	Building Refurbishment for Business and Economic Center	57,759
Total CFP Estimated Cost		**$233,849.00**			**$233,849.00**

nc074f02 Attachment F: Recommendations and Comments from Resident Advisory Board

Annual Plan Meeting
Lenoir Housing Authority
June 22, 2005

The LHA Annual Plan meeting was held on at 5:30 pm. Wednesday, June 22, 2005 Meeting flyers/notices were distributed door to door the previous week. The meeting was held in the LHA boardroom and attended by: Verdell Patterson, Executive Director, two (2) Resident Advisory Board officers, as well as, sixteen (16) residents from the LHA community at large. Sue Davidson, FSS coordinator facilitated the meeting.

1. If money were no object what type of things would you like to see added at your particular development? example: new doors, windows, etc.
   - Central air conditioning
   - Maintenance person for each development
   - Laundry mats on-site
   - On-site police/security
   - New computers in the BED center
   - New appliances

2. What problems do you perceive exist in the housing units?
   - We feel less secure/safe than in previous years. Crime and substance abuse are increasing.
   - Parents are not involved with the youth in the developments.
   - More police presence needed.
   - Maintenance needs to be more responsive.

3. What types of programs would you like to see offered in FY 2005 (October 1, 2005 through –September 30, 2006)?
   - Job training for youth and adults
   - Computer training (email, internet, word processing)
   - GED classes
   - Activities for youth (after school programs, sports)
   - Activities for adults and seniors

nc074g02 Attachment G: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Officers:

Shirley Abernathy, President

Velma Phillips, Vice President

Cathy Reid, Reporting Secretary

Allen Dula, Member

Utah Horton, Member

Cynthia Richey, Member