

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

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# PHA Plans

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

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** Binghamton Housing Authority

**PHA Number:** NY016

**PHA Fiscal Year Beginning: (mm/yyyy)** 07/2005

**Public Access to Information**

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

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

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

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 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)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:

- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices

Objectives:

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

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

- PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

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

**To cooperate with local agencies which sponsor programs for diverse populations.**

**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 ®]

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.

**In accordance with the Final Rule, the Executive Summary is no longer required.**

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 ®]

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
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

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

- Attachment 6 – List of Resident Advisory Board Members and Resident Representatives on Board of Commissioners
- Attachment 7 – Comments from Public Hearing
- Attachment 8 – Five Year Plan Progress Report
- Attachment 9 - Annual Statement Performance and Evaluation Reports

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
N/A	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures	Annual Plan: Grievance

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
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 <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## 1. 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	4,587	4	4	4	3	3	2
Income >30% but <=50% of AMI	3,653	4	4	4	3	2	2
Income >50% but <80% of AMI	4,381	3	3	3	3	2	2
Elderly	2,502	3	3	3	3	2	2
Families with Disabilities	N/A	3	4	3	4	2	3
White	11,602	3	3	3	3	3	2
Black	542	4	3	4	3	3	2
Hispanic	153	4	3	4	3	3	2
Non-Hispanic	12,144	3	3	3	3	3	2

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: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset (1990 AND 2000 data used)
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	60		146
Extremely low income <=30% AMI	31	51.7%	
Very low income (>30% but <=50% AMI)	22	36.7%	
Low income (>50% but <80% AMI)	7	11.6%	
Families with children	29	48.3%	
Elderly families	14	23.3%	
Families with Disabilities	16	26.6%	
White	35	58.3%	
Black	24	40.0%	
Hispanic	8	13.3%	
Other	1	1.7%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	6	10.0%	
1BR	22	36.7%	
2 BR	14	23.3%	
3 BR	15	25.0%	
4 BR	2	3.3%	

Housing Needs of Families on the Waiting List			
5 BR	1	1.7%	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	9		12
Extremely low income <=30% AMI	8	88.9%	
Very low income (>30% but <=50% AMI)	1	11.1%	
Low income (>50% but <80% AMI)	0	0	
Families with children	9	100%	
Elderly families	0	0	
Families with Disabilities	1	11.1%	
White	3	33.3%	
Black	6	66.7%	
Hispanic	0	0	
Race/ethnicity			
Characteristics by Bedroom Size			

Housing Needs of Families on the Waiting List			
(Public Housing Only)			
1BR	N/A	N/A	N/A
2 BR	N/A	N/A	N/A
3 BR	N/A	N/A	N/A
4 BR	N/A	N/A	N/A
5 BR	N/A	N/A	N/A
5+ BR	N/A	N/A	N/A
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### 1. Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**1. Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$1,849,689	
b) Public Housing Capital Fund	\$1,011,246	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$54,850	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
ROSS Family 2003	\$148,330	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
ROSS Neighborhood Networks	\$144,016	Computer training center
Weed & Seed	\$100,000	Security/crime prevention
<b>3. Public Housing Dwelling Rental Income</b>	\$1,925,230	Operating costs
<b>4. Other income (list below)</b>		
Laundry Revenue	\$20,000	Operating costs
Interest – general fund	\$10,000	Operating costs
<b>4. Non-federal sources (list below)</b>		
NYS Title V Gang Prevention Grant	\$100,000	Youth Activities
<b>Total resources</b>	<b>\$5,363,361</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

At time of application and information is updated if necessary at admission.

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

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

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

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

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

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

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

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

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

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

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

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

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

### **(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)  
Residents who are witnesses to crimes and may face reprisals, victims of hate crimes or extreme harassment; protect household from attack by the criminal element in a particular property or neighborhood.

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.

### 3 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

Lead based paint and safety brochures.

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

- Adoption of site based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## **B. Section 8**

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

### **(1) Eligibility**

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

Past Landlord contact information.

**(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:

If there is documented trouble locating suitable housing.

**(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)

Application and eligibility certifications

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

- Through published notices
- Other (list below)

Direct outreach to supportive service organizations.

**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?

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

**Interim Adjustments of Rent  
Rents and Other Charges**

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:

10% of monthly income;  
30% of adjusted monthly income; or  
The welfare rent.

The family will pay the greater of the total tenant payment or the minimum rent of \$50.  
When a resident is paying the minimum rent, there are certain instances in which BHA is required to suspend the minimum rent:

- When the family has lost eligibility for or is awaiting an eligibility determination for a government assistance program;
- When the family would be evicted because it is unable to pay the minimum rent;
- When the income of the family has decreased because of changed circumstances including loss of employment;
- When a death has occurred in the family; and
- Other circumstances determined by BHA or HUD.

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

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

For specified general occupancy developments

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

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

Other (list below)

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

Market comparability study

Fair market rents (FMR)

95<sup>th</sup> percentile rents

75 percent of operating costs

- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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

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

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

**(2) Flat Rents**

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

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

An outside consultant was hired to conduct a market analysis study.

## B. Section 8 Tenant-Based Assistance

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

### (1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

Rental Market Rates

**(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. (Attachment 3)
- A brief description of the management structure and organization of the PHA follows:

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	625	146
Section 8 Vouchers	44	10
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
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)

Preventive Maintenance Manual  
Tenant Handbook  
Admissions & Occupancy Policy

(2) Section 8 Management: (list below)

Section 8 Administrative Plan

### 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

#### THE BHA IS A HIGH PERFORMER.

##### 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 2

-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 4

-or-

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

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

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

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

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

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

7. Coverage of action (select one)

- Part of the development  
 Total development

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

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

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

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

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

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

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

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

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

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

2. Activity Description

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

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.7 9 (I)]

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.

**THE BHA IS A HIGH PERFORMER**

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

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs

- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)


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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

**C. Welfare Benefit Reductions**

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

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

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

[24 CFR Part 903.7 9 (m)]

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

**NO LONGER REQUIRED PER HUD.**

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

### **THE BHA IS A HIGH PERFORMER**

## **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.

### **THE BHA IS A HIGH PERFORMER**

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 5
- 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) Petition of 50 signatures required to be on the ballot.

#### b. Eligible candidates: (select one)

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

#### c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (provide name here) City of Binghamton

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)

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

The PHA Plan follows the Consolidated Plan without further actions or commitments.

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

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

Definition of “significant amendment” or “substantial deviation/modification” as relates to the PHA 5-Year Plan is as follows:

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

## ATTACHMENTS

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

### Required Attachments:

- Admissions Policy for Deconcentration (Attachment 1)
- FY 2005 Capital Fund Program Annual Statement (Attachment 2)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

### Optional Attachments:

- PHA Management Organizational Chart (Attachment 3)
- FY 2005 Capital Fund Program 5 Year Action Plan (Attachment 4)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Attachment 5)
- Other (List below, providing each attachment name)

- Attachment 6 – List of Resident Advisory Board Members and Resident Representatives on Board of Commissioners
- Attachment 7 – Comments from Public Hearing
- Attachment 8 – Five Year Plan Progress Report
- Attachment 9 – Annual Statement Performance and Evaluation Reports

# ATTACHMENT 1

## BHA DECONCENTRATION OF POVERTY AND INCOME MIXING

In compliance with PIH Notice 2001-26, the following is the Income Analysis of public housing covered developments. The covered properties include the Saratoga and Carlisle developments. The purpose is to verify if income mixing is necessary. HUD requires that Housing Authorities analyze the average annual income per development and compare with the Established Income Rent (EIR) at 85% and 115% of aggregate average income for covered developments. The analysis was conducted March 31, 2005. The results are as follows:

Development*	Average Income per Unit	Covered Developments Average Income per Unit	EIR (Range of 85% - 115% of aggregate income)	Is development in EIR Range?
Carlisle	\$14,104	\$13,819	\$11,746 - \$15,892	Yes
Saratoga	\$13,533	\$13,819	\$11,746 - \$15,892	Yes

\*North Shore was not analyzed because it is not considered a covered property, based on its elderly designation.

Because both developments fall within the EIR Range, there is no need for further analysis.

## BHA DECONCENTRATION ADMISSION POLICY

The BHA has established a policy of Deconcentration and Income Mixing within its covered developments. The policy is to ensure that all individually covered developments' income ranges fall within 85% to 115% average for all PHA-wide covered developments. If the BHA's annual analysis of deconcentration and income mixing ever results in incomes outside the Established Income Range, the BHA will take action to deconcentrate poverty and promote income mixing among covered developments. Actions: BHA will implement skipping families on the waiting list to reach another family in an effort to further to goals of the Deconcentration policy. Further actions, should the waiting list skipping not reach the goal, will include targeting investment and capital improvements towards developments with an average income range below the EIR to encourage applicant families with incomes above the EIR to move into said development.

**Attachment 2  
PHA Plan  
Table Library**

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

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

Capital Fund Grant Number 2005 FFY of Grant Approval: (07/2005)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$154,011
3	1408 Management Improvements	\$219,672
4	1410 Administration	\$109,836
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$109,836
8	1440 Site Acquisition	
9	1450 Site Improvement	\$266,725
10	1460 Dwelling Structures	\$238,275
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$1,098,355</b>
21	Amount of line 20 Related to LBP Activities	\$10,000
22	Amount of line 20 Related to Section 504 Compliance	\$10,000
23	Amount of line 20 Related to Security	\$87,123
24	Amount of line 20 Related to Energy Conservation Measures	

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
NY 16-1 Carlisle	LBP	1450	\$5,000
	Concrete/Sidewalks/Steps	1450	\$5,000
	Canopies/Storm Doors	1450	\$50,000
	Plumbing/HVAC	1460	\$5,000
NY 16-2 North Shore	Concrete Repairs	1450	\$5,000
	Roof Repair	1450	\$10,000
	Security Gate	1450	\$50,000
	Plumbing/HVAC/Boiler	1460	\$83,400
	Fire Alarm System	1460	\$69,875
	Elevator Renovations	1460	\$20,000
	Ventilation	1460	\$10,000
NY 16-5 Saratoga	LBP	1450	\$5,000
	Concrete/Sidewalks/Steps	1450	\$5,000
	Drainage	1450	\$5,000
	Utility Doors	1450	\$11,725
	Painting	1450	\$50,000
	Parking Lot Resurface	1450	\$50,000
	Handrails	1450	\$15,000
	Plumbing/HVAC	1460	\$30,000
	Bathroom/Floor Repairs	1460	\$20,000

**Annual Statement**

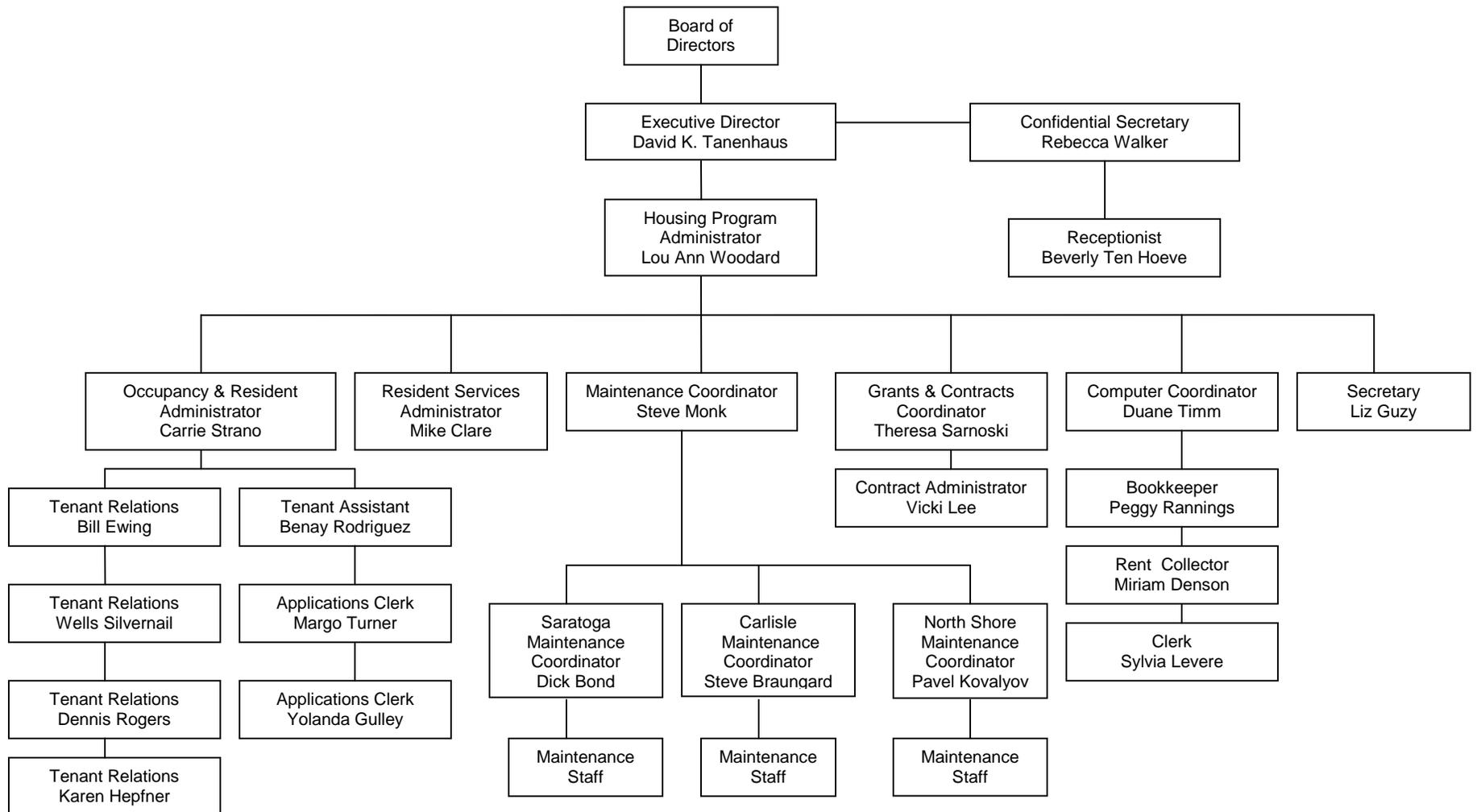
**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
NY 16-1 Carlisle	6/30/07	6/30/09
NY 16-2 North Shore	6/30/07	6/30/09
NY 16-5 Saratoga	6/30/07	6/30/09

# ATTACHMENT 3

## BINGHAMTON HOUSING AUTHORITY

### ORGANIZATIONAL CHART



Revised 4/18/05

## Attachment 4

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

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

<b>Optional 5-Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
NY 16-1	Carlisle Hills		
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>
<b>Planned Start Date (HA Fiscal Year)</b>			
Lead Base Paint			\$10,000
Salt Storage Shed			\$15,000
Porch Replacement			\$25,000
Plumbing			\$30,000
Landscaping			\$20,000
Steps/Sidewalks			\$30,000
Lead Base Paint			\$10,000
Porch Replacement			\$55,000
Plumbing			\$45,000
Exterior Lighting			\$20,000
Landscaping			\$20,000
Steps/Sidewalks			\$45,000
Lead Base Paint			\$10,000
Porch Replacement			\$100,000
Plumbing			\$25,000
Landscaping			\$20,000
Steps/Sidewalks			\$25,000

<b>Lead Base Paint</b>	<b>\$10,000</b>	<b>2009</b>
<b>Plumbing</b>	<b>\$50,000</b>	<b>2009</b>
<b>Landscaping</b>	<b>\$10,000</b>	<b>2009</b>
<b>Steps/Sidewalks</b>	<b>\$30,000</b>	<b>2009</b>
<b>Parking Lot</b>	<b>\$80,000</b>	<b>2009</b>
<b>Total estimated cost over next 5 years</b>	<b>\$685,000</b>	

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

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

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
NY 16-2	North Shore			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Landscaping			\$10,000	2006
Concrete Repairs			\$20,000	2006
Plumbing			\$40,000	2006
Canopies			\$35,000	2006
Roof Repairs			\$80,000	2006
Landscaping			\$10,000	2007
Concrete Repairs			\$25,000	2007
Plumbing			\$30,000	2007
Parking Lot Renovations			\$100,000	2007
Landscaping			\$20,000	2008
Concrete Repairs			\$20,000	2008
Plumbing			\$40,000	2008
Roof Repairs/Replacement			\$50,000	2008

<b>Apartment Renovations</b>	<b>\$40,000</b>	<b>2009</b>
<b>Landscaping</b>	<b>\$10,000</b>	<b>2009</b>
<b>Concrete Repairs</b>	<b>\$20,000</b>	<b>2009</b>
<b>Plumbing</b>	<b>\$50,000</b>	<b>2009</b>
<b>Total estimated cost over next 5 years</b>	<b>\$600,000</b>	

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

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

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
NY 16-5	Saratoga Apartments			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Lead Base Paint			\$10,000	2006
Landscaping			\$10,000	2006
Drainage			\$25,000	2006
Plumbing			\$50,000	2006
Pavement/Concrete			\$10,000	2006
Bathrooms			\$35,000	2006
Floor Repairs			\$25,000	2006
Handrails			\$15,000	2006
Canopies			\$10,000	2006
Lead Base Paint			\$10,000	2007
Landscaping			\$20,000	2007
Drainage			\$25,000	2007
Plumbing			\$20,000	2007
Pavement/Concrete			\$20,000	2007
Bathrooms/Floor Repairs			\$30,000	2007
Exterior Lighting			\$20,000	2007

<b>Lead Base Paint</b>	<b>\$10,000</b>	<b>2008</b>
<b>Landscaping</b>	<b>\$15,000</b>	<b>2008</b>
<b>Roof Repairs/Replacement</b>	<b>\$90,000</b>	<b>2008</b>
<b>Plumbing</b>	<b>\$20,000</b>	<b>2008</b>
<b>Pavement/Concrete</b>	<b>\$20,000</b>	<b>2008</b>
<b>Bathrooms/Floor Repairs</b>	<b>\$40,000</b>	<b>2008</b>
<b>Lead Base Paint</b>	<b>\$10,000</b>	<b>2009</b>
<b>Landscaping</b>	<b>\$20,000</b>	<b>2009</b>
<b>Roof Repairs/Replacement</b>	<b>\$100,000</b>	<b>2009</b>
<b>Plumbing</b>	<b>\$25,000</b>	<b>2009</b>
<b>Pavement/Concrete</b>	<b>\$25,000</b>	<b>2009</b>
<b>Bathrooms/Floor Repairs</b>	<b>\$25,000</b>	<b>2009</b>
<b>Total estimated cost over next 5 years</b>	<b>\$735,000</b>	

## **ATTACHMENT 5**

### **Resident Advisory Board Recommendations**

Present: David K. Tanenhaus, Lou Ann Woodard, Michael Battisti, Erica Dooley, Nancy Fuime, Dorothy Mott and Theresa Sarnoski

Absent: Helen Florence, Mary Torto, Grace Dow, Julia Gerard

A meeting of the Resident Advisory Board was held on Wednesday, April 6, 2005 at 11:30 a.m. in the Technology Center Conference Room. He thanked all for attending and explained the process that would be followed for reviewing the Binghamton Housing Authority's 2005 Annual Plan. An overview of the plan was completed. An in-depth discussion was held regarding the Capital Fund Program. The categories listed for funding were reviewed and the planned projects were discussed. After discussion, Mr. Tanenhaus asked for feedback and/or recommendations.

Following are the comments:

With regard to the Carlisle porch replacement, one resident questioned if this included repairing stairs and installing handrails. Mr. Tanenhaus explained that the porch replacement did not involve stairs and handrails, but that the Housing Authority was addressing stairs and handrails on an as-needed basis.

Resurfacing the smaller parking lot on Isbell Street was discussed. Mr. Tanenhaus stated that we may be able to perform this under the concrete/pavement line.

One of the attendees noted that the steps at the North Shore Village are beginning to deteriorate. She stated they would last for a few more years, but wanted to make sure it was put on the list of future projects.

It was also noted that some porches at Saratoga need to be resurfaced. Mr. Tanenhaus stated he would have maintenance look into this.

The meeting was closed at 12:00 noon.

## **ATTACHMENT 6**

### **LIST OF RESIDENT ADVISORY BOARD MEMBERS AND RESIDENT REPRESENTATIVES ON BOARD OF COMMISSIONERS**

In accordance with 2001-16 and 2000-43, every PHA must submit as an Attachment the list of Resident Advisory Board Members. The following is a list of the Binghamton Housing Authority Resident Advisory Board members:

- Mary Torto
- Dorothy Mott
- Grace Dow
- Nancy Fuime
- Helen Florance
- Erica Dooley
- Julia Gerard
- Michael Battisti

The Resident Representatives on the Board of Commissioners at Binghamton Housing Authority are:

Mary Torto  
Helen Florance

They were elected October 4, 2003 for a two-year term which will expire in October 2005.

## ATTACHMENT 7

### COMMENTS FROM PUBLIC HEARING

Present: Shirley Angfall, Agnes Armbrister, Helen Bamrick, Mike Clare, Sharon Collett, Diane Crampton, Grace Cron, Bob Dimick, Francis Dury, Helen Florance, Deborah Gaylord, Julia Gerard, Betty Gill, Cathy Haycook, Catherine Hermann, Linda Lee, Vicki Lee, Carol Macumber, Thelma Miller, Steve Monk, Rose Ann Ortiz, Peter Pring, Dorothy Ragsdale, Dorcas Robertson, Theresa Sarnoski, Maurice Schuser, Cindy Sibley, Sandy Spencer, Tom Stanley, Betty Stark, Harry Swan, David Tanenhaus, Mary Torto, Winifred Vlasak, Ruth Walker, Lou Ann Woodard, Lillian Wozniak

On Thursday, March 31, 2005 at 10:00 a.m., the Binghamton Housing Authority held a public hearing to discuss/review the Binghamton Housing Authority's 2005 Annual Plan prior to submission to HUD.

Mr. Tanenhaus welcomed all and thanked everyone for taking the time to participate in this project. He informed those in attendance that the main reason for this meeting was to review the Annual Plan for the Binghamton Housing Authority and to discuss how the Authority plans to spend the modernization funds from HUD.

Mr. Tanenhaus reviewed the Capital Fund Program Annual Statement for Fiscal Year 2005. The total that is being requested is \$1,098,355. He then explained how this money is allocated (i.e. 10% A&E services, Administrative Costs, etc.)

He explained in greater detail the work items and how funds were allocated for each development. The work items at Carlisle, North Shore and Saratoga were listed. They are listed below:

#### Carlisle

- Lead Based Paint
- Concrete/Sidewalks/Steps
- Canopies/Storm Doors
- Plumbing/HVAC

#### North Shore

- Concrete Repairs
- Roof Repair
- Security Gate
- Plumbing/HVAC/Boiler
- Fire Alarm System
- Elevator Renovations
- Ventilation

Saratoga

- Lead Based Pain
- Concrete/Sidewalks/Steps
- Drainage
- Utility Doors
- Painting
- Parking Lot Resurface
- Handrails
- Plumbing/HVAC
- Bathroom/Floor Repairs

After this detailed review, Mr. Tanenhaus asked for comments/recommendations from those in attendance. They are as follows:

A North Shore resident asked if the plumbing/HVAC work scheduled would affect the noises/knocking in the pipes. Mr. Tanenhaus explained that the noises currently heard are due to air being pumped into the system by a faulty pump. The pump will be repaired or replaced as necessary.

Another resident from North Shore asked if the renovations to the plumbing/HVAC system would allow for cool air in the hallways. Mr. Tanenhaus explained that the proposed plan is to enhance air flow not provide air conditioning.

One resident questioned about the repair of the gate and sidewalk on Isbell Street. Mr. Tanenhaus will have maintenance look into this issue and repair as appropriate.

Another resident stated that she noticed that there was no mention of the emergency bells and lights in the coming year plan. The Binghamton Housing Authority is currently working with a vendor to replace/repair the current system.

She also wanted to compliment the Housing Authority staff for the upkeep of the grounds at North Shore.

It was noted that the sidewalks in front of Building 1 have heaved and a question was raised as to fixing it. There is money budgeted for concrete repair and Mr. Tanenhaus will address this issue with maintenance.

A resident requested an additional bench be placed on the Isbell Street entrance of North Shore. Currently there are two benches located on the Exchange Street side and she would like to have another on the Isbell side. Mr. Tanenhaus made note and will look into the possibility of installing another bench.

A resident from Saratoga stated that she can hear the floor boards creaking and cracking in the next apartment and wanted to know why floors were not listed in the proposed plan. Mr. Tanenhaus stated that we are currently working on floor repairs as they come up, but that it has not been brought to his attention that this is a major issue in Saratoga. He will have maintenance inspect the apartment noted for any necessary repairs.

This resident also was concerned about the removal of the bus shelter on Dewey Avenue. Mr. Tanenhaus explained that the property on which the bus shelter was located was not the property of the Binghamton Housing Authority. He understood that the local Transit Company removed the shelter due to numerous vandalizations. The Transit Company informed the resident that BHA would be responsible for replacing the shelter. Mr. Tanenhaus will follow up with the Transit Company in this regard.

A North Shore resident stated that one of her relatives lives in the Saratoga Terrace and the sidewalks outside Building 3 are in need of repair. Mr. Tanenhaus will have maintenance follow up on this issue.

Another North Shore resident questioned if there were any planned renovations to the apartments. Mr. Tanenhaus noted that currently there is no major apartment renovations planned for the North Shore Development.

A Saratoga resident noted that the pavement by the Building 2 mailboxes is cracked and a mess. This issue will be reviewed by maintenance and appropriate actions will be taken.

One resident noted that the roof on the gazebo at North Shore is leaking and another wanted the gazebo painted. Mr. Tanenhaus asked if there were others that wanted the gazebo painted and he received no response. He then stated that the gazebo will remain natural wood and he will have maintenance look into repairing the roof.

Mr. Tanenhaus asked if there were any other issues and since there were none, he invited all attendees to have some refreshments and closed the meeting.

## ATTACHMENT 8

### FIVE YEAR PLAN PROGRESS REPORT

The Binghamton Housing Authority (BHA) has developed this report in order to document the progress made in meeting the goals and objectives of the Five-Year Plan submitted for July 1, 2000.

#### MISSION:

The BHA's mission is to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination. In pursuit of its mission, the BHA will adhere to the following performance standards in the conduct of their work:

1. Integrity in our relationships with residents, agencies, government entities and others whom we do business.
2. Encouragement of expression by residents and others associated with the BHA.
3. Creativity in developing resources with which to respond to needs expressed by the community.
4. Excellence in the pursuit of our tasks.
5. Commitment in developing our skills.
6. Financial Responsibility
7. Willingness to be open to other points of view.

#### GOALS:

##### **BHA Goal: Expand the supply of assisted housing**

- The BHA would still like to apply for additional vouchers. If they become available, the BHA will apply for them in 2005.
- BHA is also pursuing other means of expanding housing including Homeless Housing Assistance Program.

##### **BHA Goal: Improve the quality of assisted housing**

- Achieved housing management of goal of maintaining status of a high performing PHA.
- Established the Section 8 Management Assessment Program in FY 2001 and scored in the satisfactory range in 2001 and 2002 and obtained "high performer" status in 2003 and 2004.
- The timely implementation of capital improvement plan goal was achieved during FY 2004.

##### **BHA Goal: Increase assisted housing choices**

- Continued the Section 8 briefing, which provides voucher mobility counseling.
- Continued to conduct landlord outreach to ensure that the voucher holders have access to affordable housing by establishing a database of landlords.

**BHA Goal: Provide an improved living environment**

- The BHA received funding from the Division of Criminal Justice to provide case management and supervised activities for young teens to prevent them from becoming involved with gangs. The BHA has also applied for funding for a mentoring program for youth living in public housing.
- The BHA was awarded the FY 2003 ROSS – Family and Elderly grants

**BHA Goal: Ensure equal opportunity and affirmatively further fair housing**

No complaints regarding EEO or Fair Housing violations were submitted by BHA voucher holders.

**ATTACHMENT 9**  
**CAPITAL FUND PROGRAM ANNUAL STATEMENT**

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part I: Summary

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

OMB Approval No. 2577-0157  
 (exp. 06/30/2005)

HA Name

Binghamton Housing Authority

Comprehensive Grant Number  
 NY06PO1650102

FY of Grant Approval  
 2002

Original Annual Statement  
 Performance and Evaluation Report for Program Year Ending 12/31/04

Reserve for Disasters/Emergencies  
 Revised Annual Statement/Revision Number  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost: 2
		Original	Revised 1	
1	Total Non-CGP Funds			
2	1406 Operations (May not exceed 10% of line 20)	\$170,054		\$170,054
3	1408 Management Improvements	\$222,618		\$222,618
4	1410 Administration	\$222,618		\$222,618
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs			
8	1440 Site Acquisition	\$111,309		\$111,309
9	1450 Site Improvement			
10	1460 Dwelling Structures	\$344,148		\$344,148
11	1465.1 Dwelling Equipment—Non-expendable	\$153,651		\$153,651
12	1470 Non-dwelling Structures			
13	1475 Non-dwelling 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 (may not exceed 8% of line 20)			
20	Amount of Annual Grant (Sum of lines 2-19)	\$1,113,089		\$1,113,089
21	Amount of line 20 Related to LBP Activities	\$34,376		
22	Amount of line 20 Related to Section 504 Compliance	\$10,000		
23	Amount of line 20 Related to Security	\$65,618		
24	Amount of line 20 Related to Energy Conservation Measures			

Signature of Executive Director

*[Signature]*

Date 4/12/05

Signature of Public Housing Director

Date

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

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part II: Supporting Pages

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

NY016P01650102

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
NY 16-1	LBP	1450		\$17,188		\$17,188	\$4,328	
	Landscaping	1450		\$40,949		\$40,949	\$6,304	
	Closet Doors	1450		\$0		\$0	\$0	
	Concrete/Sidewalks	1450		\$2,417		\$2,417	\$2,417	
	Heating System Replacement	1460		\$28,205		\$28,205	\$28,205	
NY 16-2	Landscaping	1450		\$29,188		\$29,188	\$5,833	
	Crawlspace Doors	1450		\$38,927		\$38,927	\$38,927	
	Canopies	1450		\$34,745		\$34,745	\$34,745	
	Carpet Replacement	1460		\$5,407		\$5,407	\$5,407	
NY 16-5	Landscaping	1450		\$9,922		\$9,922	\$9,922	
	Concrete/Sidewalks/Steps	1450		\$26,170		\$26,170	\$26,170	
	Parking Lot/Roadway	1450		\$20,838		\$20,838	\$20,838	
	Handrails Bldg 8 & 9	1450		\$0		\$0	\$0	

Signature of Executive Director  


Date  
 7/12/05

Signature of Public Housing Director

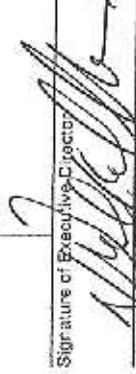
Date

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

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part II: Supporting Pages

U.S. Department of Housing  
 and Urban Development  
 Office of Public and Indian Housing NYC 16PO 1650 102

Development Number/HA-WIDA Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Processed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
NY 16-5	LBP	1450		\$17,188		\$17,188	\$4,328	
	Garbage Dumpster Enclosure	1450		\$0		\$0	\$0	
	Drainage	1450		\$9,523		\$9,523	\$9,523	
	Shed Doors	1450		\$98,093		\$98,093	\$88,093	
	Plumbing/Boiler Repair	1460		\$39,461		\$39,461	\$39,461	
	Bathroom Improvements	1460		\$18,551		\$18,551	\$18,551	
	Floor Repairs	1460		\$23,582		\$23,582	\$23,582	
	Community Room Renovations	1460		\$38,445		\$38,445	\$38,445	

Signature of Executive Director: 

Date: 4/2/05

Signature of Public Housing Director: \_\_\_\_\_ Date: \_\_\_\_\_

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

Annual Statement / Performance and Evaluation Report

U.S. Department of Housing  
and Urban Development

Comprehensive Grant Program (CGP) Part III: Implementation Schedule

Office of Public and Indian Housing

NYO16P01650102

Development Number/Name HA-Wice Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Actual <sup>2</sup>	
NY 16-1	6/29/04	6/29/04	06/29/06	06/29/06	
NY 16-2	06/29/04	06/29/04	06/29/06	06/29/06	
NY 16-5	06/29/04	06/29/04	06/29/06	06/29/06	
Authority With	06/29/04	06/29/04	06/29/06	06/29/06	

Signature of Executive Director  
*[Handwritten Signature]*

Date  
4/12/05

Signature of Public Housing Director

Date

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

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

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part I: Summary

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

OMB Approval No. 2577-0157  
 (exp. 06/30/2005)

HA Name: Binghamton Housing Authority Comprehensive Grant Number: NY06P01650103 FFY of Grant Approval: 2003

Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number  
 Performance and Evaluation Report for Program Year Ending 12/31/04  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 2
		Original	Revised 1	
1	Total Non-CGP Funds			
2	1403 Operations (May not exceed 10% of line 20)	\$35,000		\$32,278
3	1408 Management Improvements	\$183,167		\$183,167
4	1410 Administration	\$91,584		\$91,584
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs			
8	1440 Site Acquisition	\$91,584		\$91,584
9	1450 Site Improvement			
10	1450 Dwelling Structures	\$242,658		\$87,270
11	1455.1 Dwelling Equipment—Non-expendable	\$271,839		\$181,549
12	1470 Non-dwelling Structures			
13	1475 Non-dwelling 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 (may not exceed 8% of line 20)			
20	Amount of Annual Grant (Sum of lines 2-19)	\$915,832		\$667,432
21	Amount of line 20 Related to LBP Activities	\$0		
22	Amount of line 20 Related to Section 504 Compliance	\$10,000		
23	Amount of line 20 Related to Security	\$65,618		
24	Amount of line 20 Related to Energy Conservation Measures			

Signature of Executive Director: [Signature] Date: 4/12/05  
 Signature of Public Housing Director: \_\_\_\_\_ Date: \_\_\_\_\_

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part II: Supporting Pages

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

NYC160P01650103

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
NY 16-1	LBP	1450		\$10,000		\$0	\$0	
	Landscaping	1450		\$53,800		\$3,800	\$3,800	
	Concrete/Sidewalks/Steps	1450		\$32,073		\$2,668	\$2,668	
	Sheds	1450		\$100,000		\$0	\$0	
	Handrails	1450		\$8,000		\$0	\$0	
	Closet Doors	1460		\$132,614		\$0	\$0	
	Heating System Replacement	1460		\$36,923		\$13,178	\$13,178	
	Landscaping	1450		\$500		\$420	\$420	
	Parking Lot Renovation	1450		\$0		\$0	\$0	
	Crawlspace Doors	1450		\$0		\$0	\$0	
	Apartment Renovations	1460		\$0		\$0	\$0	
NY 16-2	Plumbing/HVAC	1460		\$15,000		\$12,953	\$12,953	
	Digital Audio/Visual System	1460		\$15,475		\$0	\$0	

Signature of Executive Director:  Date: 4/12/05  
 Signature of Public Housing Director: \_\_\_\_\_ Date: \_\_\_\_\_

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part II: Supporting Pages

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

NY0160P01650103

Development Number/Name HA-WIC Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
NY 16-5	Landscaping	1450		\$66,392		\$66,392	\$43,021	
	Concrete/Sicewalks/Steps	1450		\$31,893		\$2,438	\$2,438	
	LBP	1450		\$0		\$0	\$0	
	Drainage	1450		\$20,000		\$18,020	\$18,020	
	Bathroom Replacement	1450		\$20,000		\$18,285	\$18,285	
	Plumbing/HVAC	1460		\$5,000		\$2,504	\$2,504	
	Floor Repairs	1460		\$26,000		\$0	\$0	
	Community Room Renovations	1460		\$527		\$827	\$827	

Signature of Executive Director  


Date

4/12/05

Signature of Public Housing Director

Date

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

2 To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part III: Implementation Schedule

U.S. Department of Housing  
 and Urban Development  
 Office of Public and Indian Housing  
 NYC160P01650103

Development Number/Name H-A-Wice Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates 2	
	Original	Revised 1	Actual 2	Original		Revised 1
NY 16-1	9/16/05			9/16/07		
NY 16-2	9/16/05			9/16/07		
NY 16-5	9/16/05			9/16/07		
Authority	9/16/05			9/16/07		

Signature of Executive Director  


Date  
 4/2/05

Signature of Public Housing Director

Date

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

Annual Statement / Performance and Evaluation Report  
**Comprehensive Grant Program (CGP) Part I: Summary**

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

CMB Approval No. 2577-0157  
 (exp. 05/30/2005)

HA Name: Binghamton Housing Authority Comprehensive Grant Number: NY016P01650203 FY of Grant Approval: 2003

Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number: \_\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending 12/31/04  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>2</sup>
		Original	Revised <sup>1</sup>	
1	Total Non-CGP Funds			
2	1406 Operations (May not exceed 10% of line 20)	\$36,505		\$3,067
3	1408 Management Improvements	\$36,505		\$36,505
4	1410 Administration	\$18,252		\$18,252
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs	\$18,252		\$18,252
8	1440 Site Acquisition			
9	1450 Site Improvement	\$10,000		\$5,445
10	1460 Dwelling Structures	\$63,009		\$25,831
11	1465.1 Dwelling Equipment—Non-expendable			
12	1470 Non-dwelling Structures			
13	1475 Non-dwelling Equipment			
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1498 Mkt Used for Development			
19	1502 Contingency (may not exceed 5% of line 20)			
20	Amount of Annual Grant (Sum of lines 2-19)	\$182,523		\$107,352
21	Amount of line 20 Related to LBP Activities	\$0		
22	Amount of line 20 Related to Section 504 Compliance	\$0		
23	Amount of line 20 Related to Security	\$21,505		
24	Amount of line 20 Related to Energy Conservation Measures			

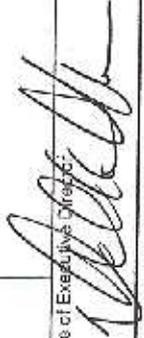
Signature of Executive Director:  Date: 4/12/05  
 Signature of Public Housing Director: \_\_\_\_\_ Date: \_\_\_\_\_

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part II: Supporting Pages

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

NY0160P1650203

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
NY 16-1	Landscaping	1450		\$10,000		\$5,445	\$5,445	
	Plumbing/HVAC	1460		\$33,009		\$0	\$0	
NY 16-2	Landscaping	1450		\$0		\$0	\$0	
	Crawlspace Doors	1450		\$0		\$0	\$0	
NY 16-5	Floor Repairs	1480		\$30,000		\$25,831	\$25,831	

Signature of Executive Director: 

Date: 4/12/05

Signature of Public Housing Director

Date

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

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part III: Implementation Schedule

U.S. Department of Housing  
 and Urban Development  
 Office of Public and Indian Housing NYO160PO1650203

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised 1	Original	Revised 1	
NY 16-1	2/12/06		2/12/08		
NY 16-2	2/12/06		2/12/08		
NY 16-5	2/12/06		2/12/08		
NY 16	2/12/06		2/12/08		

Signature of Executive Director  


Date  
 4/12/05

Signature of Public Housing Director

Date

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

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part I: Summary

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

CMB Approval No. 2577-0157  
 (exp. 06/30/2005)

HA Name: Binghamton Housing Authority Comprehensive Grant Number: NY016P01650104 FFY of Grant Approval: 2004

Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement/Revision Number \_\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending 12/31/04  Final Performance and Evaluation Report \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost: <sup>2</sup>	
		Original	Revised <sup>1</sup>		Obligated
1	Total Non-CGP Funds				
2	1405 Operations (May not exceed 10% of line 20)	\$101,746		\$101,746	\$101,746
3	1408 Management Improvements	\$202,250		\$0	\$0
4	1410 Administration	\$101,125		\$0	\$0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$101,125		\$0	\$0
8	1440 Site Acquisition				
9	1450 Site Improvement	\$120,000		\$0	\$0
10	1460 Dwelling Structures	\$385,000		\$132,614	\$0
11	1465.1 Dwelling Equipment—Non-expendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1482 Moving to Work Demonstration				
17	1485.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant (Sum of lines 2-19)	\$1,011,246		\$234,360	\$101,746
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				

Signature of Executive Director: [Signature] Date: 4/2/05 Signature of Public Housing Director: \_\_\_\_\_ Date: \_\_\_\_\_

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part II: Supporting Pages

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

NY016P01650104

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work <sup>2</sup>
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
NY 16-1	Landscaping	1450		\$10,000		\$0	\$0	
	LBP	1450		\$10,000		\$0	\$0	
	Concrete/Steps/Sidewalks	1450		\$20,000		\$0	\$0	
	Plumbing/HVAC	1460		\$25,000		\$0	\$0	
	Closet Doors	1480		\$135,000		\$132,614	\$0	
				TOTAL	\$200,000		\$132,614	\$0
NY 16-2	Landscaping	1450		\$10,000		\$0	\$0	
	Concrete Replacement	1450		\$5,000		\$0	\$0	
	Parking Area Renovation	1450		\$25,000		\$0	\$0	
	Elevator Renovations	1460		\$40,000		\$0	\$0	
	Plumbing/HVAC	1460		\$100,000		\$0	\$0	
				TOTAL	\$180,000		\$0	\$0

Signature of Executive Director  Date 4/12/05

Date

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

Annual Statement / Performance and Evaluation Report  
 Comprehensive Grant Program (CGP) Part II: Supporting Pages

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

NY016P01650104

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work 2
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
NY16-5	Landscaping	1450		\$20,000		\$0	\$0	
	LSP	1450		\$10,000		\$0	\$0	
	Concrete/Sidewalks	1450		\$40,000		\$0	\$0	
	Plumbing/HVAC	1460		\$20,000		\$0	\$0	
	Floors Repairs	1460		\$35,000		\$0	\$0	
	<b>TOTAL</b>			\$125,000		\$0	\$0	
Wide	Management Improvements							
	A) Security	1408		\$ 65,618		\$0	\$0	
	B) Business Initiatives	1408		50,000		\$0	\$0	
	2 aides @ \$25,000 ea.							
	C) Staff/Resident training	1408		10,000		\$0	\$0	
	D) Credit Union/Eco. Dev.	1408		35,000		\$0	\$0	
	E) Computer Sys Software	1408		1,632		\$0	\$0	
	F) Programs	1408		40,000		\$0	\$0	
	Administration	1410		101,125		\$0	\$0	
	Fees & Costs	1430		101,125		\$0	\$0	
	Operations	1406		101,746		\$101,746	\$101,746	
	<b>TOTAL:</b>			\$1,001,246		\$234,360	\$101,746	

Signature of Executive Director:  Date: 4/12/05  
 Signature of Public Housing Director: \_\_\_\_\_ Date: \_\_\_\_\_

Annual Statement / Performance and Evaluation Report

U.S. Department of Housing  
and Urban Development

Comprehensive Grant Program (CGP) Part III: Implementation Schedule

Office of Public and Indian Housing NY01621650104

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Original	Revised <sup>1</sup>	
	Actual <sup>2</sup>	Actual <sup>2</sup>	Actual <sup>2</sup>	Actual <sup>2</sup>	
NY 16-1	9/13/05		9/13/08		
NY 16-2	9/13/05		9/13/08		
NY 16-5	9/13/06		9/13/08		
NY 16	9/13/06				

Signature of Executive Director 

Date 4/12/05

Signature of Public Housing Director

Date

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