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:** Housing Authority of the City of Lawton, Oklahoma

**PHA Number:** OK005

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

## Public Access to Information

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

X Main administrative office of the PHA
N/A PHA development management offices
N/A 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)

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

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

X Main business office of the PHA
N/A PHA development management offices
N/A Other (list below)



HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

# 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.

X The PHA's mission is:

The mission of the Housing Authority of the City of Lawton, Oklahoma is to assist low-income individuals and families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical, fiscal, and professional manner. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

## 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.**

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

X PHA Goal: Improve the quality of assisted housing
Objectives:
- X Improve public housing management: (PHAS score)
- X Improve voucher management: (SEMAP score)
- X Increase customer satisfaction:
- X Concentrate on efforts to improve specific management functions: vacancies
- X Renovate or modernize public housing units:
- N/A Demolish or dispose of obsolete public housing:
- N/A Provide replacement public housing:
- X Provide replacement vouchers:
- N/A Other: (list below)

X PHA Goal: Increase assisted housing choices
Objectives:
- X Provide voucher mobility counseling:
- X Conduct outreach efforts to potential voucher landlords
- NA Increase voucher payment standards
- X Implement voucher homeownership program: Section 8

X Implement public housing or other homeownership programs: Section 5(h)
X Implement public housing site-based waiting lists:
N/A Convert public housing to vouchers:
N/A Other: (list below)

X PHA Goal: Manage the Lawton Housing Authority's existing public housing program in an efficient and effective manner.
Objectives:
X The Lawton Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list and fewer vacancies.
X The Lawton Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.
X The Lawton Housing Authority shall continue to promote self-sufficiency and assist development of families and individuals.

X PHA Goal: Expand the range and quality of housing choices available to residents of the Lawton Housing Authority.
Objectives:
X Work to create more units of affordable housing for the elderly, which are fully accessible and would include supportive services.
X Assist our community with increasing the availability of affordable, suitable housing for families in the very-low income range, cited as a need in our Consolidated Plan.
X Establish a tenant-based affordable housing program. (Section 8)

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

X PHA Goal: Provide an improved living environment
Objectives:
X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
X Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
X Implement public housing security improvements:
X Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
N/A Other: (list below)

X PHA Goal: Provide a safe and secure environment in the Lawton Housing Authority's public housing developments.
Objectives:
X Improve resident and community perception of safety and security in the Lawton Housing Authority's public housing developments.

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

X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
X Increase the number and percentage of employed persons in assisted families:
X Provide or attract supportive services to improve recipients' employability:
X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
N/A Other: (list below)

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

X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

X 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:

X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

N/A Other: (list below)

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

X PHA Goal: Enhance the image of public housing in our community.

Objectives:

- X The Housing Authority's leadership shall speak to at least five (5) civic, religious, or fraternal groups a year, to explain how important their programs are to the community.
- X The Lawton Housing Authority shall ensure that there are at least three (3) positive stories a year in the local media about the Housing Authority or one of its residents.
- X The Lawton Housing Authority shall continue its outreach program to inform the community and human services agencies about what good services we provide.

# 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.

X **Standard Plan**

**Streamlined Plan:**

N/A **High Performing PHA**

N/A **Small Agency (<250 Public Housing Units)**

N/A **Administering Section 8 Only**

N/A **Troubled Agency Plan**

## ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]

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

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

The Lawton Housing Authority's mission statement and goals are listed in the above sections of this plan. Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

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

- We have adopted five (5) local preferences for applicants who live or work in Lawton, Oklahoma. These preferences are for senior citizens, persons with disabilities, working families, homeless, and victims of domestic violence.
- We have adopted an aggressive screening policy for public housing, to ensure to the best of our abilities that new admissions will be good neighbors. Our screening practices will meet all fair housing requirements.
- Applicants will be selected from the waiting list by preference and then in order of date and time they applied.
- Our minimum rent is established at $50.00
- We have established flat rents for all of our developments.
- To encourage work and advancement in the workplace, we are not requiring interim re-certifications if a resident has an increase in income. The increase will be reported at the next regular re-certification.

In summary, we are on course to improve the conditions of present and future residents in affordable housing in Lawton, Oklahoma.

# iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]
Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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**Attachments**

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

## Attachment ok005a01 – Capital Fund Tables

## Supporting Documents Available for Review

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

| List of Supporting Documents Available for Review | | |
|---|---|---|
| **Applicable & On Display** | **Supporting Document** | **Applicable Plan Component** |
| X | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations | 5 Year and Annual Plans |
| X | State/Local Government Certification of Consistency with the Consolidated Plan | 5 Year and Annual Plans |
| X | Fair Housing Documentation:<br>Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. | 5 Year and Annual Plans |
| X | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice and any additional backup data to support statement of housing needs in the jurisdiction | Annual Plan:<br>Housing Needs |
| X | Most recent board-approved operating budget for the public housing program | Annual Plan:<br>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:<br>1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and<br>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<br>X check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| X | Schedule of flat rents offered at each public housing development<br>X check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| X | Section 8 rent determination (payment standard) policies<br>X check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| | Public housing management and maintenance policy documents, including policies for the prevention or | Annual Plan: Operations and Maintenance |

| List of Supporting Documents Available for Review | | |
|---|---|---|
| **Applicable & On Display** | **Supporting Document** | **Applicable Plan Component** |
| X | eradication of pest infestation (including cockroach infestation) | |
| X | Public housing grievance procedures<br>X check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| X | Section 8 informal review and hearing procedures<br>X check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| X | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year | Annual Plan: Capital Needs |
| N/A | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant | Annual Plan: Capital Needs |
| X | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) | Annual Plan: Capital Needs |
| N/A | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing | Annual Plan: Capital Needs |
| N/A | Approved or submitted applications for demolition and/or disposition of public housing | Annual Plan: Demolition and Disposition |
| X | 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 |
| X | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| N/A | Policies governing any Section 8 Homeownership program<br>N/A check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| X | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| X | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| X | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |
| NA | The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) | |
| 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 | |
| | Other supporting documents (optional)<br>(list individually; use as many lines as necessary) | (specify as needed) |

| List of Supporting Documents Available for Review | | |
|---|---|---|
| **Applicable & On Display** | **Supporting Document** | **Applicable Plan Component** |
| | | |

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

| **Housing Needs of Families in the Jurisdiction by Family Type** | | | | | | | |
|---|---|---|---|---|---|---|---|
| Family Type | Overall | Afford-ability | Supply | Quality | Access-ability | Size | Locatio n |
| Income <= 30% of AMI | 5,502 | 5 | 4 | 3 | 4 | 4 | 5 |
| Income >30% but <=50% of AMI | 2,699 | 4 | 4 | 3 | 3 | 4 | 4 |
| Income >50% but <80% of AMI | 5,185 | 3 | 2 | 3 | 3 | 4 | 4 |
| Elderly | 2,600 | 4 | 4 | 3 | 4 | 2 | 4 |
| Families with Disabilities | 2,864 | 4 | 4 | 3 | 4 | 2 | 4 |
| Race/Ethnicity (All) | 13,500 | 4 | 3 | 3 | 2 | 3 | 2 |
| Race/Ethnicity (All minorities) | 3,000 | 5 | 3 | 3 | 2 | 4 | 3 |
| Race/Ethnicity (Black) | 2,000 | 5 | 3 | 3 | 3 | 4 | 4 |
| Race/Ethnicity (Hispanic) | 900 | 4 | 3 | 3 | 3 | 4 | 4 |

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.)

X Consolidated Plan of the Jurisdiction/s
Indicate year: 2001

N/A U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

N/A American Housing Survey data
Indicate year: N/A

N/A Other housing market study
Indicate year: N/A

N/A 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)
N/A Section 8 tenant-based assistance
X Public Housing
N/A Combined Section 8 and Public Housing
N/A Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/sub jurisdiction:

| **As of 01/01/2004** | # of families | % of total families | Annual Turnover |
|---|---|---|---|
| Waiting list total | 79 | 100 | 157 |
| Extremely low income <=30% AMI | 77 | 97% | |
| Very low income (>30% but <=50% AMI) | 0 | 0 | |
| Low income (>50% but <80% AMI) | 2 | 3% | |
| Families with children | 35 | 44% | |
| Elderly families | 5 | 6% | |
| Families with Disabilities | 2 | 3% | |
| Race/ethnicity (White/Non-Hispanic) | 30 | 38% | |
| Race/ethnicity (Black Non-Hispanic) | 34 | 43% | |
| Race/ethnicity (Hispanic) | 7 | 9% | |
| Race/ethnicity (Other) | 8 | 10% | |
| | | | |
| Characteristics by Bedroom Size (Public Housing Only) | **As of 01/01/2004** | | |
| 1BR | 34 | 43% | 15 |
| 2 BR | 18 | 23% | 40 |
| 3 BR | 21 | 26% | 17 |
| 4 BR | 6 | 8% | 4 |
| 5 BR | N/A | N/A | N/A |
| 5+ BR | N/A | N/A | N/A |

Is the waiting list closed (select one)? X No
If yes:
How long has it been closed (# of months)? N/A
Does the PHA expect to reopen the list in the PHA Plan year? N/A
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? N/A

**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)
X Section 8 tenant-based assistance
N/A Public Housing
N/A Combined Section 8 and Public Housing
N/A Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/sub jurisdiction:

| **As of 01/01/2004** | # of families | % of total families | Annual Turnover |
|---|---|---|---|
| Waiting list total | 228 | 100 | 157 |
| Extremely low income <=30% AMI | 227 | 99% | |
| Very low income (>30% but <=50% AMI) | 1 | .4% | |
| Low income (>50% but <80% AMI) | 0 | 0 | |
| Families with children | 160 | 70% | |
| Elderly families | 4 | 2% | |
| Families with Disabilities | 0 | 0 | |
| Race/ethnicity (White/Non-Hispanic) | 71 | 31% | |
| Race/ethnicity (Black Non-Hispanic) | 107 | 47% | |
| Race/ethnicity (Hispanic) | 29 | 13% | |
| Race/ethnicity (Other) | 21 | 9% | |
| | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | 62 | 27% | |
| 2 BR | 72 | 32% | |
| 3 BR | 81 | 36% | |
| 4 BR | 13 | 6% | |
| 5 BR | | | |
| 5+ BR | | | |

Is the waiting list closed (select one)? X No
If yes:
How long has it been closed (# of months)? 2 months
Does the PHA expect to reopen the list in the PHA Plan year? Yes
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No

## 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

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

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

Select all that apply

X Apply for additional section 8 units should they become available
N/A Leverage affordable housing resources in the community through the creation of mixed - finance housing
X Pursue housing resources other than public housing or Section 8 tenant-based assistance.
N/A 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

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

**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

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

**Need: Specific Family Types: The Elderly**
**Strategy 1: Target available assistance to the elderly:**

Select all that apply

N/A Seek designation of public housing for the elderly
X Apply for special-purpose vouchers targeted to the elderly, should they become available

N/A Other: (list below)

**Need: Specific Family Types: Families with Disabilities**
**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

| **Financial Resources: Planned Sources and Uses** | | |
|---|---|---|
| **Sources** | **Planned $** | **Planned Uses** |
| 1. **Federal Grants (FY 2004 grants)** | | |
| a) Public Housing Operating Fund | 400,031 | PH Operations |
| b) Public Housing Capital Fund | 451,366 | PH Capital Improvements |
| c) HOPE VI Revitalization | N/A | |
| d) HOPE VI Demolition | N/A | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | 366,948 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | | |
| g) Resident Opportunity and Self-Sufficiency Grants | 78,000 | PH Supportive Services |
| h) Community Development Block Grant | N/A | |
| i) HOME | N/A | |
| Other Federal Grants (list below) | | |
| Housing Counseling Agency | 0 | |
| **2. Prior Year Federal Grants (unobligated funds only) (list below)** | | |
| Comprehensive Grant Program | 0 | |
| Public Housing Drug Elimination Program | 0 | |
| | | |
| **3. Public Housing Dwelling Rental Income** | 425,210 | |
| | | |
| | | |
| **4. Other income** (list below) | | |
| Maintenance/Tenant Charges | 30,000 | PH Operations |
| Investment Income | 10,000 | PH Operations |
| **4. Non-federal sources** (list below) | | |
| | | |
| | | |
| | | |
| **Total resources** | 1,761,555 | |
| | | |
| | | |

# 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)

N/A When families are within a certain number of being offered a unit: (state number)

N/A When families are within a certain time of being offered a unit: (state time)

X Other: (describe)

At the time of application.

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

X Criminal or Drug-related activity

X Rental history

X Housekeeping

X Other (describe)

Fraud in connection with any Federal housing assistance program.

c. X Yes Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. X Yes Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. X Yes 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)

X Community-wide list

N/A Sub-jurisdictional lists

N/A Site-based waiting lists

N/A Other (describe)

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

X PHA main administrative office

N/A PHA development site management office

X Other: Housing Authority's website

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

1. How many site-based waiting lists will the PHA operate in the coming year? None
2. N/A: 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? N/A
3. N/A: May families be on more than one list simultaneously If yes, how many lists? N/A
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

N/A PHA main administrative office

N/A All PHA development management offices

N/A Management offices at developments with site-based waiting lists

N/A At the development to which they would like to apply

N/A 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)

N/A One

N/A Two

X Three or More

b. X Yes 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: N/A

**(4) Admissions Preferences**

a. Income targeting:

X Yes 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)

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

c. Preferences

1. X Yes 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:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:
N/A The PHA applies preferences within income tiers
X 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)
X The PHA-resident lease
X The PHA's Admissions and (Continued) Occupancy policy
X PHA briefing seminars or written materials
X Monthly resident council meetings
X Monthly resident newsletter
X Housing Authority's website

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
X At an annual reexamination and lease renewal
X Any time family composition changes
X At family request for revision
N/A Other (list)

**(6) Deconcentration and Income Mixing**

a. X Yes 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. X No Did the PHA adopt any changes to its **admissions policies** based on the results of 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)
N/A Adoption of site-based waiting lists
If selected, list targeted developments below:
N/A Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
N/A Employing new admission preferences at targeted developments
If selected, list targeted developments below:
N/A Other (list policies and developments targeted below)

d. N/A 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)
N/A Additional affirmative marketing
X Actions to improve the marketability of certain developments
X Adoption or adjustment of ceiling rents for certain developments
X Adoption of rent incentives to encourage deconcentration of poverty and income mixing
N/A 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)
OK005-1

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

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

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

d. X 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)

N/A Criminal or drug-related activity

N/A Other (describe below)

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

X None

N/A Federal public housing

N/A Federal moderate rehabilitation

N/A Federal project-based certificate program

N/A Otherfederal or local program (list below)

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

X PHA main administrative office

N/A Other (list below)

**(3) Search Time**

a. Yes X : Does the PHA give extensions on standard 60-day period to search for a unit?
If yes, state circumstances below:
Lack of acceptable units available in Lawton.

**(4) Admissions Preferences**

a. Income targeting

X 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. X 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

N/A Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

X Victims of domestic violence

N/A Substandard housing

X Homelessness

N/A High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

X Working families and those unable to work because of age or disability

N/A Veterans and veterans' families

N/A Residents who live and/or work in your jurisdiction

N/A Those enrolled currently in educational, training, or upward mobility programs

N/A Households that contribute to meeting income goals (broad range of incomes)

N/A Households that contribute to meeting income requirements (targeting)

N/A Those previously enrolled in educational, training, or upward mobility programs

N/A Victims of reprisals or hate crimes

N/A Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give

equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences
N/A Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
2 Victims of domestic violence
N/A Substandard housing
2 Homelessness
N/A High rent burden
Other preferences (select all that apply)
2 Working families and those unable to work because of age or disability
N/A Veterans and veterans' families
N/A Residents who live and/or work in your jurisdiction
N/A Those enrolled currently in educational, training, or upward mobility programs
N/A Households that contribute to meeting income goals (broad range of incomes)
N/A Households that contribute to meeting income requirements (targeting)
N/A Those previously enrolled in educational, training, or upward mobility programs
N/A Victims of reprisals or hate crimes
N/A Other preference(s) (list below)
4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
X Date and time of application
N/A 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)
N/A This preference has previously been reviewed and approved by HUD
N/A The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
N/A The PHA applies preferences within income tiers
N/A 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)
X The Section 8 Administrative Plan
X Briefing sessions and written materials
N/A Other (list below)
b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
X Through published notices
N/A Other (list below)

# 4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

**(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)
N/A 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---

X 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)

N/A $0

N/A $1-$25

X $26-$50

2. X Yes Has the PHA adopted any discretionary minimum rent hardship exemption policies?

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

The Lawton Housing Authority has set the minimum rent at $50.00. However, if the family requests a hardship exemption, the Lawton Housing Authority will immediately suspend the minimum rent for the family until the Housing Authority can determine whether the hardship exists and whether the hardship is of a temporary or long-term nature.

A. A hardship exists in the following circumstances:

1. When the family has lost eligibility for or is waiting an eligibility determination for a Federal, State, or local assistance program;
2. When the family would be evicted as a result of the imposition of the minimum requirement;
3. When the income of the family has decreased because of changed circumstances, including the loss of employment;
4. When the family has an increase in expenses because of changed circumstances, for medical costs, childcare, transportation, education, or similar items;
5. When a death has occurred in the family.

B. No hardship. If the Housing Authority determines there is no qualifying hardship, the minimum rent will be reinstated, including requiring back payment of minimum rent for the time of suspension.

C. Temporary hardship. If the Housing Authority reasonably determines that there is a qualifying hardship but that it is of a temporary nature, the minimum rent will not be imposed for a period of 90 days from the date of the family's request. At the end of the 90-day period, the minimum rent will be imposed retroactively to the time of suspension. During the suspension period the Housing Authority will not evict the family for nonpayment of the amount of tenant rent owed for the suspension period.

D. Long-term hardship. If the Housing Authority determines there is a long-term hardship, the family will be exempt from the minimum rent requirement until the hardship no longer exists.

E. Appeals. The family may use the grievance procedure to appeal the Housing Authority's determination regarding the hardship. No escrow deposit will be required in order to access the grievance procedure.

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

1. X 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: N/A

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

N/A For the earned income of a previously unemployed household member

X For increases in earned income

N/A Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

N/A Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

N/A For household heads

N/A For other family members

N/A For transportation expenses

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

N/A 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)

X Yes for all developments
N/A Yes but only for some developments
N/A No

2. For which kinds of developments are ceiling rents in place? (select all that apply)
X For all developments
N/A For all general occupancy developments (not elderly or disabled or elderly only)
N/A For specified general occupancy developments
N/A For certain parts of developments; e.g., the high-rise portion
N/A For certain size units; e.g., larger bedroom sizes
N/A Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)
N/A Market comparability study
X Fair market rents (FMR)
N/A 95th percentile rents
N/A 75 percent of operating costs
N/A 100 percent of operating costs for general occupancy (family) developments
N/A Operating costs plus debt service
N/A The "rental value" of the unit
N/A Other (list below)

f. Rent re-determinations:

1. Between income re-examinations, 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)
N/A Never
X At family option
N/A Any time the family experiences an income increase
N/A Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) N/A
N/A Other (list below)

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

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies**.**

a. What is the PHA's payment standard? (select the category that best describes your standard)
X At or above 90% but below100% of FMR
N/A 100% of FMR
N/A Above 100% but at or below 110% of FMR
N/A 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)
N/A FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
X The PHA has chosen to serve additional families by lowering the payment standard
N/A Reflects market or sub market
N/A Other (list below)

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

N/A FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

N/A Reflects market or sub market

N/A To increase housing options for families

N/A Other (list below)

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

X Annually

N/A Other (list below)

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

N/A Success rates of assisted families

X Rent burdens of assisted families

N/A Other (list below)

**(2) Minimum Rent**

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

N/A $0

N/A $1-$25

X $26-$50

b. X 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)

N/A An organization chart showing the PHA's management structure and organization is attached.

N/A A brief description of the management structure and organization of the PHA follows:
The Lawton Housing Authority has a five member Board of Commissiomers that are selected and approved by the Lawton City Council. The Board of Commissioners hires the Executive Director. Positions beneath the Executive Director are 1) Director of Housing Services, 2) Director of Business Development, 3) CFP Coordinator, and 4) Maintenance Superintendent.

**B. HUD Programs Under PHA Management**

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

| **Program Name** | **Units or Families Served at Year Beginning** | **Expected Turnover** |
|---|---|---|
| Public Housing | 254 | 105 |
| Section 8 Vouchers | 24 | 6 |
| Section 8 Certificates | N/A | N/A |
| Section 8 Mod Rehab | N/A | N/A |
| Special Purpose Section 8 Certificates/Vouchers Family Unification | 50 | 15 |
| | | |
| | | |
| | | |
| Other Federal Programs (list individually) | | |
| Housing Counseling Agency | 4,378 | NA |
| FSS | 169 | 85 |

**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)

1. Admissions and Continued Occupancy Policy
    a. Public Housing Lease
    b. Elderly Sponsor Addendum
    c. Renter's Insurance Addendum
    d. Income Limits
    e. Broad Range of Income
    f. Income Limits and Deconcentration Worksheet
    g. Flat/Ceiling Rents
    h. Utility Allowances
    i. Repeating Contract Charges
    j. Equal Housing Opportunity Policy
    k. Fraud Control Policy
    l. Criminal, Drug Treatment, and Registered Sex Offender Classification Records Management Policy
    m. Grievance Policy and Procedures
    n. Pest Control Policy
    o. Vehicle Enforcement Procedures
    p. Photo Identification Card Policy
    q. Maintenance Standard Labor Charges
    r. Guest Policy and Procedures
    s. Housekeeping Standards
    t. Rent Incentive Program
    u. Face to Face Notices
    v. TV Antenna/Cable Policy and Procedures
    w. Check Cashing Procedures
    x. Pet Policy
    y. One Strike and You're Out Policy
    z. Smoke Detector Addendum

2. Capitalization Policy
3. Check Signing Policy
4. Disposition Policy
5. Ethics Policy
6. Facilities Use Policy
7. Funds Transfer Policy
8. Internal Financial Control Policy
9. Maintenance Policy
10. Personnel Policy
11. Procurement Policy
12. Safety and Crime Prevention Policy
13. Safety Program Policies
    a. Employee Injury Prevention Policy
    b. Driver Improvement Policy
    c. Workers' Compensation Policy
    d. Portable Fire Extinguishers Policy
    e. Possession of Firearms and Other Dangerous Weapons Policy
    f. Prescription Safety Glass Service Policy
    g. No Smoking Ordinance

h. Administrative Closing Policy
i. Drug-Free Workplace Policy
j. Hazardous Materials Policy
k. Hazardous Energy 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.

**A. Public Housing**

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

X PHA main administrative office
N/A PHA development management offices
N/A Other (list below)

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

1. Yes X 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: N/A
2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

X PHA main administrative office
N/A Other (list below)

## 7. Capital Improvement Needs

**A. Capital Fund Activities**

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

X The Capital Fund Tables are Attachment okoo5a01

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

X 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)

N/A Revitalization Plan under development
N/A Revitalization Plan submitted, pending approval
N/A Revitalization Plan approved
N/A Activities pursuant to an approved Revitalization Plan underway

X Yes: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below: Lawton View

X 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:

X 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. X 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

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

| Demolition/Disposition Activity Description |
|---|
| 1a. Development name:<br>1b. Development (project) number: |
| 2. Activity type: Demolition N/A<br>Disposition |
| 3. Application status (select one)<br>Approved N/A<br>Submitted, pending approval N/A<br>Planned application N/A |
| 4. Date application approved, submitted, or planned for submission: |
| 5. Number of units affected:<br>6. Coverage of action (select one)<br>N/A Part of the development<br>N/A Total development |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity:<br>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. X Yes 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

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

| **Designation of Public Housing Activity Description** |
|---|
| 1a. Development name: Benjamin O. Davis High Rise<br>1b. Development (project) number: OK005003 |
| 2. Designation type:<br>Occupancy by only the elderly X<br>Occupancy by families with disabilities N/A<br>Occupancy by only elderly families and families with disabilities N/A |
| 3. Application status (select one)<br>Approved; included in the PHA's Designation Plan Yes<br>Submitted, pending approval N/A<br>Planned application N/A |
| 4. Date this designation approved, submitted, or planned for submission: 11/20/2002 |
| 5. If approved, will this designation constitute a (select one)<br>N/A New Designation Plan<br>N/A Revision of a previously approved Designation Plan? |
| 6. Number of units affected: 100<br>7. Coverage of action (select one)<br>N/A Part of the development<br>X 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. X 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 N/A No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

| Conversion of Public Housing Activity Description |
|---|
| 1a. Development name: N/A<br>1b. Development (project) number: N/A |
| 2. What is the status of the required assessment? N/A<br>N/A Assessment underway<br>N/A Assessment results submitted to HUD<br>N/A Assessment results approved by HUD (if marked, proceed to next question)<br>N/A Other (explain below) |
| 3. Yes X 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)<br>N/A Conversion Plan in development<br>N/A Conversion Plan submitted to HUD on: (DD/MM/YYYY)<br>N/A Conversion Plan approved by HUD on: (DD/MM/YYYY)<br>N/A 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)<br>N/A Units addressed in a pending or approved demolition application (date submitted or approved: N/A<br>N/A Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: N/A<br>N/A Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:N/A)<br>N/A Requirements no longer applicable: vacancy rates are less than 10 percent<br>N/A Requirements no longer applicable: site now has less than 300 units<br>N/A 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. X Yes — 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

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

| Public Housing Homeownership Activity Description<br>(Complete one for each development affected) |
|---|
| 1a. Development name: Scattered Sites<br>1b. Development (project) number: OK005006 |
| 2. Federal Program authority:<br>N/A HOPE I<br>X 5(h)<br>N/A Turnkey III<br>N/A Section 32 of the USHA of 1937 (effective 10/1/99) |
| 3. Application status: (select one)<br>X Approved; included in the PHA's Homeownership Plan/Program<br>N/A Submitted, pending approval<br>N/A Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission: 02/25/1998 |
| 5. Number of units affected: 19<br>6. Coverage of action: (select one)<br>N/A Part of the development<br>X Total development |

**B. Section 8 Tenant Based Assistance**

1. X Yes Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8 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: N/A

a. Size of Program

X 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)

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

b. PHA-established eligibility criteria

X 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 below0:

## 12. PHA Community Service and Self-Sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

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

1. Cooperative agreements:

X 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? N/A

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

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

N/A Jointly administer programs
N/A Partner to administer a HUD Welfare-to-Work voucher program
N/A Joint administration of other demonstration program
X Other (describe)
Family Unification referrals

**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)

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

b. Economic and Social self-sufficiency programs

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

| Services and Programs | | | | |
|---|---|---|---|---|
| Program Name & Description (including location, if appropriate) | Estimated Size | Allocation Method (waiting list/random selection/specific criteria/other) | Access (development office / PHA main office / other provider name) | Eligibility (public housing or section 8 participants or both) |
| | | | | |
| Adult Education Program | 200 | Other | PHA main office | Public housing |
| Oklahoma Parents As Teachers (OPAT) | 50 | Other | PHA main office | Public housing |
| Youth Programs (Campfire, Boy Scouts, Girl Scouts, etc.) | 250 | Other | PHA main office | Both |
| | | | | |
| Newsletter | All residents | Other | PHA main office, mailed to all residents | Public housing |
| | | | | |
| Law Enforcement Partnerships | N/A | Other | PHA main office & Community Police Sub-Station | Public housing |
| South Lawton Youth Rally | All residents | Other | PHA main office & Community Police Sub-Station | Both |
| Lawton View Neighborhood Youth Center | All residents | Other | PHA main office & LV Youth Center | Public housing |
| | | | | |
| | | | | |

**(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: 02/01/2003) |
| Public Housing | N/A | 20 |
| Section 8 | N/A | N/A |

b. X N/A 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)

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

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

**D. Community Service Requirement**

1. The PHA is complying with the statutory requirements of section 12(c) of the U.S. Housing Act of 1937, Community Service Requirement.

The Lawton Housing Authority met the July 31, 2003 requirement of providing all residents written notice about the reinstatement of the Community Service requirement. The letter explained the requirements and which residents would be exempt from this requirement.

We currently administer the Community Service Program according to PIH 200-17 guidelines. Ninety (90) days prior to a resident's annual exam date, we notify residents that they will need to furnish proof that they have meet the Community Service requirements under their maturing lease. The Housing Authority assists residents that are required to perform Community Service hours by providing a listing of approved agencies that are approved for credit for Community Service hours. We require signed documentation from the agency where a resident performed community service hours. If the resident has not completed the delinquent service hours, they are given one year in which to make up the hours that they had not completed, plus completing the current hours required for the new lease. If the resident fails to complete the required number of delinquent hours and the current required number of hours, the resident is notified that the Housing Authority will not be able to renew their lease.

## 13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
X High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
X Residents fearful for their safety and/or the safety of their children
X Observed lower-level crime, vandalism and/or graffiti
X 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
N/A 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).

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

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

Lawton View Addition OK005-1

**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)

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

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

Lawton View Addition OK005-1

**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)

X Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
X Police provide crime data to housing authority staff for analysis and action
X Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
X Police regularly testify in and otherwise support eviction cases
X Police regularly meet with the PHA management and residents
X Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
N/A Other activities (list below)
N/A Not applicable

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

Lawton View Addition OK005001

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

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

N/A Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
N/A Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
N/A This PHDEP Plan is an Attachment. (Attachment Filename: LHAphdeptemplate.doc)

## 14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

PET POLICY

PHA residents are allowed one pet. The maximum weight requirement is 25 pounds. If the pet is a dog or cat it must be spayed or neutered and licensed annually. An increased security deposit of $150 shall be required of all residents housing pets. The pet owner shall immediately pick up animal waste, which will be disposed of in a sealed plastic trash bag. Pet owners must keep their pet under control at all times. Failure to control pet may result in the removal of the pet from the premises. In the event of death of a resident pet owner, the owner agrees that management shall have discretion to dispose of the pet consistent with local and federal guidelines unless written instructions exit with respect to such disposition. In the event of a pet's death, the resident pet owner shall notify the proper authorities to dispose of the pet in a sanitary manner. If the pet is a bird, it must be kept in a cage at all times. Cage must be kept clean at all times. Fresh water fish only are accepted. Twenty-gallon aquarium maximum. Aquarium must be placed in a safe area and away from electrical services. Water damage to walls, flooring or ceiling of the unit below caused by breakage or spillage caused from aquarium shall be the responsibility of the resident who will be billed for repair cost as required.

Management may move to require the removal of a pet from the premises on a temporary or permanent basis for the following causes:

1. Creation of a nuisance after proper notification.
2. Excessive pet noise or odor with proper notification.
3. Unruly or dangerous behavior displayed by the pet.
4. Excessive damage to the resident's apartment and/or project common area.
5. Repeated problems with vermin or flea infestation.
6. Failure of the resident to provide adequate care of his/her pet.
7. Leaving pet unattended form more than 12 consecutive hours.
8. Failure of the resident to provide adequate and appropriate inoculation of the pet.
9. Resident's death and/or serious illness.
10. Failure to observe any other rule contained in this section.

## 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.X Yes 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 X Yes Was the most recent fiscal audit submitted to HUD?
3.X No Were there any findings as the result of that audit?
4.N/A If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?____

5. N/A Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

## 17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. X Yes 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)

N/A Not applicable
N/A Private management
X Development-based accounting
X Comprehensive stock assessment
N/A Other: (list below)

3. X 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. X No Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are:

**Resident Advisory Board Members**

Odessa Dangerfield (Also serves as the Resident Commissioner on the housing authority's board.)
Anna McGregor
Iva Sandford
Louise Hedgecock
Harvey Reid
Bob Burger
Yvonne Owen
Cheryl Brown

### RESIDENT ADVISORY BOARD COMMENTS ON 2004/2005 AGENCY PLAN

The Public Meeting to discuss the Authority's 2004/2005 Agency Plan was advertised for January 13, 2005, at 10:00 AM. The meeting was held as advertised. No one showed up to discuss the Plan.

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

1. X Yes 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. X 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 N/A

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

N/A Candidates were nominated by resident and assisted family organizations
N/A Candidates could be nominated by any adult recipient of PHA assistance

N/A Self-nomination: Candidates registered with the PHA and requested a place on ballot
N/A Other: (describe)
b. Eligible candidates: (select one) N/A
N/A Any recipient of PHA assistance
N/A Any head of household receiving PHA assistance
X Any adult recipient of PHA assistance
N/A Any adult member of a resident or assisted family organization
N/A Other (list)
c. Eligible voters: (select all that apply) N/A
X All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
X Representatives of all PHA resident and assisted family organizations
N/A 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: Lawton, Oklahoma
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)

X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
1. Homeownership Program
2. No interim re-certifications
3. Flat rents
4. Deconcentration Plan
5. Applicant preferences

N/A Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
1. Homeownership Program
2. No interim re-certifications
3. Flat rents
4. Deconcentration Plan
5. Applicant Preferences
6.

**D. Other Information Required by HUD**

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

# RASS Required Follow-Up Plans

### Housing Development Appearance

1. Enforce trash/litter control with residents in our units.
2. Issue weekly resident warnings.
3. More stringent enforcement of housekeeping rules and guidelines.
4. Move the major rehab of units in Lawton View to the top of the Capital Fund Plan activities.

### Communication

1. Continue to host monthly resident council meetings.
2. Publish resident newsletter.
3. Mail additional informational flyers as needed.
4. Establish a Housing Authority web site.
5. Provide staff with training so that we conduct housing authority business in a more professional manner.
6. Leave door tags as evidence of completed work orders.
7. Provide sensitivity training to staff so that they can relate to residents in a better manner.

# STATEMENT OF PROGRESS

**Goal:** Manage the Lawton Housing Authority's existing public housing program in an efficient and effective manner.

The Lawton Housing Authority has increased the number of prospective applicants by implementing an aggressive marketing program. We have been doing newspaper and radio advertising. We send an employee out to area real estate companies, schools, and other agencies that serve our prospective clients to leave information and housing applications for our housing.

We have decreased the turn around time for our vacated units dramatically. The number of vacant units has decreased.

**Goal:** Provide a safe and secure environment in the Lawton Housing Authority's public housing Developments.

With all of our outreach and marketing efforts, we are seeing and hearing a lot more positive comments about our housing programs. We continue to support the Southside Police Sub-Station. We host the Lawton View Neighborhood Education meetings each month. We work very closely with the Community Policing officers that are assigned to our housing developments. At this time we are continuing to provide additional private security patrols. We also administer the local Weed and Seed Program for the City.

# HOUSING AUTHORITY OF THE CITY OF TULSA
# AND
# HOUSING AUTHORITY OF THE CITY OF LAWTON
# CONSORTIUM AGREEMENT

**THIS AGREEMENT**, made and entered into this 9th day of August 2004, by and between the Housing Authority of Tulsa, hereinafter referred to as "THA" and the Housing Authority of the City of Lawton, hereinafter referred to as "LHA."

Witness this day, THA and LHA for the consideration stated herein, mutually agree as follows:

Article 1: GENERAL CONDITIONS. This Agreement between THA and LHA includes both parties Section 8 Voucher program. The number of vouchers to be issued pursuant to this consortium agreement shall not exceed Three Hundred (300) or $ N/A. THA is designated as the lead agency under this consortium agreement. Both THA and LHA are subject to the joint Public Housing Agency Plan hereinafter referred to as "PHA Plan" as approved by the United States Department of Housing and Urban Development hereinafter referred to as "HUD."

Article 2: TERM OF CONSORTIUM AGREEMENT. This Agreement is for a period of one year commencing on the 9th day of August, 2004 and ending on the 8th day of August, 2005. This Agreement may be extended by written agreement of the parties.

Article 3: HOUSING ASSISTANCE PAYMENT CONTRACTS. Each Housing Assistance Payment (HAP) contract that annually expires is subject to renewal by LHA. Each HAP contract that is terminated due to the termination of the client's assistance will result in THA recapturing that voucher; with all vouchers being recaptured no later than June 30, 2005.

Article 4: FUNCTIONS OF THA AS LEAD AGENCY. Pursuant to this Agreement, THA shall perform the following functions as Lead Agency:

1. THA shall administer funds paid to the consortium.
2. THA shall submit a joint PHA plan to HUD for approval.
3. THA shall conduct an annual audit of client files and payment histories of Housing Assistance Payments (HAP) and Utility Reimbursements (UAP).
4. THA shall monitor monthly billings for HAP and UAP.

Article 5: FUNCTION OF LHA AS PARTICIPATING AGENCY. Pursuant to this Agreement, LHA shall perform the following functions as Participating Agency:

1. LHA shall advertise for Section 8 Voucher Program as deemed necessary.
2. LHA shall conduct inspections of property being considered for the program and inspect again at the annual recertification of each client.
3. LHA shall be responsible for the day-to-day functions of the Program subsequent to initial lease-up.
4. LHA shall bill THA monthly for active/existing Vouchers.

Article 6: ALLOCATION OF FUNDS. Funds shall be allocated between THA and LHA as follows:

For each unit leased under this agreement, THA shall retain the administration fee for a period of three (3) months as its initial start up fee.

Subsequent to payment of the initial start up fee, LHA shall receive eighty percent (80%) of the administration fee, plus HAP and Utility Allowance, when applicable, for each unit leased in the City of Lawton. THA shall receive any and all additional funds paid pursuant to this agreement.

Article 7: PERIOD OF EXISTENCE OF CONSORTIUM. This consortium between THA and LHA shall exist for a period of one (1) year as set out in Article 2 of this Agreement. The consortium's fiscal year shall begin the 1st day of July and shall end the 30th day of June. Upon execution of the Agreement, the parties agree to enter into the consortium for the period set out in Article 2 of this Agreement with option of renewal upon mutual written consent of the parties.

Article 8: WITHDRAWAL FROM CONSORTIUM PRIOR TO END OF THE PERIOD OF EXISTENCE. Either party may withdraw from the consortium prior to the end of the period of existence set out in Article 7 upon sixty (60) days written notice to the other party sent via certified U.S. Mail pursuant to the Notice provision of Article 10.

Article 9: TERMINATION OF CONTRACT. Either party may terminate this consortium due to insufficient funding from the United States Department of Housing and Urban Development with thirty days (30) written notice to the other party sent via certified U.S. Mails pursuant to the Notice provision of Article 10.

Article 10: NOTICES. All notices shall be in writing and sent via certified U.S. Mail as follows:

To THA: Roy E. Hancock, Executive Director
Housing Authority of the City of Tulsa
415 East Independence
Tulsa, OK 74106

To LHA: Rita Love, Executive Director
Housing Authority of the City of Lawton
609 SW F Avenue
Lawton, OK 73501

In Witness Whereof, the parties have caused this instrument to be executed in three (3) original counter parts as of the day and year first above written.

**Signed copy located at LHA and THA.**

# INITIAL ASSESSMENT FOR VOLUNTARY CONVERSION OF PUBLIC HOUSING DEVELOPMENTS

During January 2002, the Lawton Housing Authority conducted an initial assessment to determine the feasibility of the conversion of any covered developments in accordance with 24 CFR, Part 971.

The Authority utilized the following information, resources, and guidance:

1. A Non-Profit, A-A-A Rated Municipal Bond Redevelopment Financial Feasibility Analysis/Projected Revenue at Completion of Section 8 Conversion study prepared by Property Management Resources, Inc.
2. 24 CFR, Part 971, Department of Housing and Urban Development Final Rule regarding voluntary conversion of developments from Public Housing; Required initial assessments, issued June 2, 2001.
3. Notice PIH 2001-26 (HA) PHA Plan Guidance.
4. Notice PIH 2001-22 (HA) Public Housing Development Cost Limits Year 2001.

The following developments were determined to be exempt from the assessment due to their designations as elderly/disabled developments:

| | | |
|---|---|---|
| OK005002 | Pleasant Valley Community | 50 units |
| OK005003 | B.O. Davis High Rise | 100 units |

The following development was determined to be exempt from the assessment due to its inclusion in a HUD approved Section 5(h) Homeownership Plan:

| | | |
|---|---|---|
| OK005006 | Scattered Sites | 19 homes |

The remaining development, Lawton View, OK005001 was determined to be exempt from the assessment due to (1) the number of total units (150) being less than 300; (2) the units are not on the same contiguous sites; and (3) the current vacancy rate (6%) is less than 10%.

## *Component 10 (B) Voluntary Conversion Initial Assessments*

a. How many of the PHA's developments are subject to the Required Initial Assessments? **4**
b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions? **4**
c. How many Assessments were conducted for the PHA's covered developments? **4**
d. Identify PHA developments that may be appropriate for the conversion based on the Required Initial Assessments:

| Development Name | Number of Units |
|---|---|
| N/A | N/A |

e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. **N/A**

# Notice of Intent to Re-Configure and Remodel

In an effort to provide the size and type of housing units that are being requested by applicants, and be able to house larger families, the Lawton Housing Authority will be reconfiguring a number of their existing housingunits . These changes are as follows:

**Development OK005-1, Lawton View**

The Lawton Housing Authority has identified ten separate quadriplex complexes in Development OK005-1 that currently provide a total of 40 units. Each quadriplex consists of 2 – 2 bedroom units in the front and 2 – 3 bedroom units in the rear. In several locations, we have multiple quadriplexes next door to each other. This places a very large number of residents in a very concentrated area, which has continually created tension and problems between these families. The way the quadriplexes are configuered, all entrances are located together. In order to alleviate this overcrowding, and to give each family their "own space and entrance", the housing authority will be taking the rear adjoining units in these ten quads and remodeling them to provide ten 5 bedroom units. The authority currently has no 5 bedroom apartments. There are only 4 subsidized 5 bedroom apartments in the whole city of Lawton. This conversion would eventually lower the number of housing units in this development by 10 units. The Housing Needs Assessment section of the City of Lawton's Consolidated Plan identifies a need for more housing for larger families with incomes in the low to extremely low income category. The Lawton Housing Authority has always had an excess of vacant 2 and 3 bedroom units. There are only 14 - 4 bedroom units in this development. The Lawton Housing Authority inventory does not include any more 4 bedroom units in any of the other developments. The current number of families on the public housing waiting list for a 4 bedroom unit is one. We do not have any 4 bedroom units vacant. These units are normally occupied for longer periods of time when they are rented, and they are filled as soon as they become vacant. The 4 bedroom applicants must wait longer for a unit than other applicants. The number of 5 bedroom applicants that the Housing Authority has had to turn away over the last 12 month period is four. While doing a survey of all of the other subsidized housing complexes in Lawton, only one of these complexes had any four bedroom apartments. The waiting list for these units requires between 3 to 6 months wait before a vacancy is available. Another situation that exists in Lawton is the decrease in the Section 8 vouchers that are available in Lawton. Section 8 families that require a 4 or 5 bedroom unit almost always have to be granted an extension in order to locate a unit the size they need. Due to the projected level of Capital Funds we may receive, we project this unit conversion to take approximately 5 years to complete.

**Development OK005-003, B. O. Davis Highrise**

The B.O. Davis Highrise currently consists of 100 apartments. These consist of four 2 bedroom apartments, thirty-six 1 bedroom apartments, and 60 efficiency apartments. The authority intends to convert two efficiency units on each of nine separate floors of the highrise into one bedroom apartments. This will lower the number of total units in the highrise by nine. There are currently 10 vacant efficiency units in the development. The authority has 3 one bedroom applicants on the waiting list. Over the last two years, we have experienced applicants refusing to accept efficiency units. We estimate that this process would take between 1 to 2 years to complete.

The Lawton Housing Authority has continuously experienced a higher than acceptable vacancy rate. The Board of Commissioners have met and discussed these unit conversions, and feel that it is definitely something that the housing authority needs to pursue. The authority feels that these unit conversions will help address the vacancy issue as well as providing the type/size of units needed to house current and future applicants.

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

| PHA Name: | Grant Type and Number CFP 2001 | Federal FY of Grant: |
|---|---|---|
| Lawton Housing Authority | Capital Fund Program Grant No: OK56P00550101<br>Replacement Housing Factor Grant No: | 2001 |

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no: )**
☒ **Performance and Evaluation Report for Period Ending: 12/31/2004** ☐ **Final Performance and Evaluation Report**

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | 0 | 0 | 0 | 0 |
| 2 | 1406 Operations | 62,508.00 | 0 | 62,508.00 | 62,508.00 |
| 3 | 1408 Management Improvements | 52,143.00 | 0 | 52,143.00 | 52,125.72 |
| 4 | 1410 Administration | 52,143.00 | 0 | 52,143.00 | 52,137.89 |
| 5 | 1411 Audit | 0 | 0 | 0 | 0 |
| 6 | 1415 Liquidated Damages | 0 | 0 | 0 | 0 |
| 7 | 1430 Fees and Costs | 14,642.00 | 0 | 14,642.00 | 14,642.00 |
| 8 | 1440 Site Acquisition | 0 | 0 | 0 | 0 |
| 9 | 1450 Site Improvement | 30,000.00 | 0 | 30,000.00 | 29,975.33 |
| 10 | 1460 Dwelling Structures | 200,000.00 | 0 | 200,000.00 | 166,853.88 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 55,000.00 | 0 | 55,000.00 | 54,229.95 |
| 12 | 1470 Nondwelling Structures | 25,000.00 | 0 | 25,000.00 | 18,178.83 |
| 13 | 1475 Nondwelling Equipment | 30,000.00 | 0 | 30,000.00 | 29,996.63 |
| 14 | 1485 Demolition | 0 | 0 | 0 | 0 |
| 15 | 1490 Replacement Reserve | 0 | 0 | 0 | 0 |
| 16 | 1492 Moving to Work Demonstration | 0 | 0 | 0 | 0 |
| 17 | 1495.1 Relocation Costs | 0 | 0 | 0 | 0 |
| 18 | 1499 Development Activities | 0 | 0 | 0 | 0 |
| 19 | 1501 Collaterization or Debt Service | 0 | 0 | 0 | 0 |
| 20 | 1502 Contingency | 0 | 0 | 0 | 0 |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 521,436.00 | 0 | 521,436.00 | 480,648.23 |
| 22 | Amount of line 21 Related to LBP Activities | 24,000.00 | 0 | 24,000.00 | 24,000.00 |
| 23 | Amount of line 21 Related to Section 504 compliance | 20,000.00 | 0 | 20,000.00 | 20,000.00 |
| 24 | Amount of line 21 Related to Security – Soft Costs | 0 | 0 | 0 | 0 |

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

| PHA Name: | Grant Type and Number CFP 2001 | Federal FY of Grant: |
|---|---|---|
| Lawton Housing Authority | Capital Fund Program Grant No: OK56P00550101<br>Replacement Housing Factor Grant No: | 2001 |

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no: )
☒Performance and Evaluation Report for Period Ending: 12/31/2004 ☐Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|
| | | Original | Revised | Obligated | Expended |
| 25 | Amount of Line 21 Related to Security – Hard Costs | 10,000.00 | 0 | 10,000.00 | 10,000.00 |
| 26 | Amount of line 21 Related to Energy Conservation Measures | 70,000.00 | 0 | 70,000.00 | 70,000.00 |

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part II: Supporting Pages: Performance & Evaluation Report for 12/31/2004

| PHA Name: Lawton Housing Authority | | **Grant Type and Number CFP 2001** Capital Fund Program Grant No: OK56P00550101 Replacement Housing Factor Grant No: | | | | **Federal FY of Grant: 2001** | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| PHA WIDE | Operations | 1406 | | 62,508.00 | 0 | 62,508.00 | 62,508.00 | Completed |
| PHA WIDE | Resident Programs | 1408 | | 1,000.00 | 0 | 1,000.00 | 1,000.00 | Completed |
| PHA WIDE | Computer Software | 1408 | | 29,143.00 | 0 | 29,143.00 | 29,125.72 | On-Going |
| PHA WIDE | Staff Training | 1408 | 25 Personnel | 10,000.00 | 0 | 10,000.00 | 10,000.00 | Completed |
| | | | | | | | | |
| PHA WIDE | Director of Modernization 40% | 1408 | 1 | 12,000.00 | 0 | 12,000.00 | 12,000.00 | Completed |
| PHA WIDE | Director of Modernization 60% | 1410 | 1 | 18,000.00 | 0 | 18,000.00 | 18,000.00 | Completed |
| PHA WIDE | Administration | 1410 | 4 Salary | 34,143.00 | 0 | 34,143.00 | 34,137.89 | On-Going |
| OK005001 | Electric Smoke Detectors | 1460 | 150 Each | 3,669.00 | 0 | 3,669.00 | 3,669.00 | Completed |
| OK005001 | GFI Outlets | 1460 | 150 Each | 11,907.50 | 0 | 11,907.50 | 3,489.06 | On-Going |
| OK005001 | Window Replacement | 1460 | 300 Windows | 76,794.00 | 0 | 76,794.00 | 76,794.00 | Completed |
| OK005001 | Roof Replacement | 1460 | 3 Roofs | 15,000.00 | 0 | 15,000.00 | 15,000.00 | Completed |
| OK005001 | ADA Faucets | 1460 | 300 Each | 7,000.00 | 0 | 7,000.00 | 7,000.00 | Completed |
| OK005001 | Shower Installation | 1460 | 13 Units | 14,500.00 | 0 | 14,500.00 | 14,500.00 | Completed |
| OK005002 | Electric Smoke Detectors | 1460 | 50 Each | 6,233.00 | 0 | 6,233.00 | 6,233.00 | Completed |
| OK005002 | GFI Outlets | 1460 | 100 Each | 15,920.00 | 0 | 15,920.00 | 14,592.26 | On-Going |
| OK005002 | Light Fixtures | 1460 | 50 Each | 2,200.00 | 0 | 2,200.00 | 0 | Pending |
| OK005002 | Thermostats | 1460 | 50 Each | 2,000.00 | 0 | 2,000.00 | 2,000.00 | Completed |
| OK005002 | Room Addition | 1460 | 1 Each | 15,000.00 | 0 | 15,000.00 | 15,000.00 | Completed |
| OK005003 | Electric Smoke Detectors | 1460 | 100 Each | 2,466.00 | 0 | 2,466.00 | 2,466.00 | Completed |
| OK005003 | GFI Outlets | 1460 | 200 Each | 6,736.00 | 0 | 6,736.00 | 0 | Pending |

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part II: Supporting Pages: Performance & Evaluation Report for 12/31/2004

| PHA Name: Lawton Housing Authority | | **Grant Type and Number CFP 2001** Capital Fund Program Grant No: OK56P00550101 Replacement Housing Factor Grant No: | | | | **Federal FY of Grant: 2001** | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| OK005006 | Electric Smoke Detectors | 1460 | 19 Each | 2,364.74 | 0 | 2,364.74 | 0 | Pending |
| OK005006 | GFI Outlets | 1460 | 38 Each | 12,099.20 | 0 | 12,099.20 | 0 | Pending |
| OK005006 | Central Heat & Air | 1460 | 2 Units | 6,110.56 | 0 | 6,110.56 | 6,110.56 | Completed |
| PHA WIDE | Site Improvement | 1450 | 20 Sidewalks | 30,000.00 | 0 | 30,000.00 | 29,975.33 | On-Going |
| PHA WIDE | Dwelling Equipment | 1465 | 60 Stoves | 55,000.00 | 0 | 55,000.00 | 54,229.95 | On-Going |
| PHA WIDE | NonDwelling Structures | 1470 | 2 Storm Shelters | 25,000.00 | 0 | 25,000.00 | 18,178.83 | On-Going |
| PHA WIDE | NonDwelling Equipment | 1475 | 1 Sewer Mach. | 30,000.00 | 0 | 30,000.00 | 29,996.63 | On-Going |
| PHA WIDE | Fees & Costs A/E | 1430 | 1 A/E | 14,642.00 | 0 | 14,642.00 | 14,642.00 | Completed |
| | | | **TOTAL:** | **521,436.00** | **TOTAL:** | **521,436.00** | **480,648.23** | |

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part III: Implementation Schedule Performance & Evaluation Report for 12/31/2004

| PHA Name: Lawton Housing Authority | **Grant Type and Number CFP 2001** Capital Fund Program No: OK56P00550101 Replacement Housing Factor No: | **Federal FY of Grant** **2001** |
|---|---|---|

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|---|---|---|---|---|---|---|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
| PHA WIDE | 03/2003 | | 03/2002 | 09/2005 | | | |
| OK005001 | 03/2003 | | 03/2002 | 09/2005 | | | |
| OK005002 | 03/2003 | | 03/2002 | 09/2005 | | | |
| OK005003 | 03/2003 | | 03/2002 | 09/2005 | | | |
| OK005006 | 03/2003 | | 03/2002 | 09/2005 | | | |
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# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| PHA Name: Lawton Housing Authority | Grant Type and Number CFP2003-2<br>Capital Fund Program Grant No: OK56P00550203<br>Replacement Housing Factor Grant No: | Federal FY of Grant:<br>2003 |
|---|---|---|

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no: )
☒Performance and Evaluation Report for Period Ending:12/31/2004 ☐Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | 0 | 0 | 0 | 0 |
| 2 | 1406 Operations | 0 | 0 | 0 | 0 |
| 3 | 1408 Management Improvements | 0 | 0 | 0 | 0 |
| 4 | 1410 Administration | 8,147.00 | 0 | 8,147.00 | 0 |
| 5 | 1411 Audit | 0 | 0 | 0 | 0 |
| 6 | 1415 Liquidated Damages | 0 | 0 | 0 | 0 |
| 7 | 1430 Fees and Costs | 0 | 0 | 0 | 0 |
| 8 | 1440 Site Acquisition | 0 | 0 | 0 | 0 |
| 9 | 1450 Site Improvement | 0 | 0 | 0 | 0 |
| 10 | 1460 Dwelling Structures | 73,321.00 | 0 | 73,321.00 | 0 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 0 | 0 | 0 | 0 |
| 12 | 1470 Nondwelling Structures | 0 | 0 | 0 | 0 |
| 13 | 1475 Nondwelling Equipment | 0 | 0 | 0 | 0 |
| 14 | 1485 Demolition | 0 | 0 | 0 | 0 |
| 15 | 1490 Replacement Reserve | 0 | 0 | 0 | 0 |
| 16 | 1492 Moving to Work Demonstration | 0 | 0 | 0 | 0 |
| 17 | 1495.1 Relocation Costs | 0 | 0 | 0 | 0 |
| 18 | 1499 Development Activities | 0 | 0 | 0 | 0 |
| 19 | 1501 Collaterization or Debt Service | 0 | 0 | 0 | 0 |
| 20 | 1502 Contingency | 0 | 0 | 0 | 0 |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 81,468.00 | 0 | 81,468.00 | 0 |
| 22 | Amount of line 21 Related to LBP Activities | 0 | 0 | 0 | 0 |
| 23 | Amount of line 21 Related to Section 504 compliance | 0 | 0 | 0 | 0 |
| 24 | Amount of line 21 Related to Security – Soft Costs | 0 | 0 | 0 | 0 |

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

| PHA Name: Lawton Housing Authority | Grant Type and Number CFP2003-2<br>Capital Fund Program Grant No: OK56P00550203<br>Replacement Housing Factor Grant No: | Federal FY of Grant:<br>2003 |
|---|---|---|

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no: )
☒Performance and Evaluation Report for Period Ending:12/31/2004 ☐Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|
| | | Original | Revised | Obligated | Expended |
| 25 | Amount of Line 21 Related to Security – Hard Costs | 0 | 0 | 0 | 0 |
| 26 | Amount of line 21 Related to Energy Conservation Measures | 0 | 0 | 0 | 0 |
| | | | | | |

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part II: Supporting Pages Performance & Evaluation as of: 12/31/04

| PHA Name: Lawton Housing Authority | | **Grant Type and Number CFP2003-2**<br>Capital Fund Program Grant No: OK56P00550203<br>Replacement Housing Factor Grant No: | | | | **Federal FY of Grant: 2003** | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| PHA WIDE | Administration | 1410 | 1 Salary | 8,147.00 | 0 | 8,147.00 | 0 | Pending |
| OK005001 | Unit Renovation | 1460 | 4 Buildings | 73,321.00 | 0 | 73,321.00 | 0 | On Going |
| | | | **TOTAL:** | **81,468.00** | **TOTAL:** | **81,468.00** | | |

## Annual Statement/Performance and Evaluation Report
## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
## Part III: Implementation Schedule Performance & Evaluation as of: 12/31/04

| PHA Name: Lawton Housing Authority | **Grant Type and Number CFP2003-2**<br>Capital Fund Program No: OK56P00550203<br>Replacement Housing Factor No: | **Federal FY of Grant: 2003** |
|---|---|---|

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|---|---|---|---|---|---|---|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
| PHA WIDE | 12/31/05 | | 12/31/03 | 12/31/07 | | | |
| OK005001 | 12/31/05 | | 12/31/03 | 12/31/07 | | | |
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# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| PHA Name: Lawton Housing Authority | Grant Type and Number CFP2003<br>Capital Fund Program Grant No: OK56P00550103<br>Replacement Housing Factor Grant No: | Federal FY of Grant:<br>2003 |
|---|---|---|

**Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no: )**
☒ **Performance and Evaluation Report for Period Ending:12/31/2004** ☐ **Final Performance and Evaluation Report**

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | 0 | 0 | 0 | 0 |
| 2 | 1406 Operations | 77,144.00 | 0 | 77,144.00 | 77,144.00 |
| 3 | 1408 Management Improvements | 38,572.00 | 0 | 38,572.00 | 0 |
| 4 | 1410 Administration | 38,572.00 | 0 | 38,572.00 | 0 |
| 5 | 1411 Audit | 0 | 0 | 0 | 0 |
| 6 | 1415 Liquidated Damages | 0 | 0 | 0 | 0 |
| 7 | 1430 Fees and Costs | 10,000.00 | 0 | 10,000.00 | 0 |
| 8 | 1440 Site Acquisition | 0 | 0 | 0 | 0 |
| 9 | 1450 Site Improvement | 10,000.00 | 0 | 10,000.00 | 0 |
| 10 | 1460 Dwelling Structures | 146,433.00 | 0 | 146,433.00 | 0 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 25,000.00 | 0 | 25,000.00 | 0 |
| 12 | 1470 Nondwelling Structures | 10,000.00 | 0 | 10,000.00 | 0 |
| 13 | 1475 Nondwelling Equipment | 30,000.00 | 0 | 30,000.00 | 0 |
| 14 | 1485 Demolition | 0 | 0 | 0 | 0 |
| 15 | 1490 Replacement Reserve | 0 | 0 | 0 | 0 |
| 16 | 1492 Moving to Work Demonstration | 0 | 0 | 0 | 0 |
| 17 | 1495.1 Relocation Costs | 0 | 0 | 0 | 0 |
| 18 | 1499 Development Activities | 0 | 0 | 0 | 0 |
| 19 | 1501 Collaterization or Debt Service | 0 | 0 | 0 | 0 |
| 20 | 1502 Contingency | 0 | 0 | 0 | 0 |

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

| PHA Name: Lawton Housing Authority | Grant Type and Number CFP2003<br>Capital Fund Program Grant No: OK56P00550103<br>Replacement Housing Factor Grant No: | Federal FY of Grant:<br>2003 |
|---|---|---|

**Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no: )**
☒ **Performance and Evaluation Report for Period Ending:12/31/2004** ☐ **Final Performance and Evaluation Report**

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|
| | | Original | Revised | Obligated | Expended |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 385,721.00 | 0 | 385,721.00 | 77,144.00 |
| 22 | Amount of line 21 Related to LBP Activities | 10,000.00 | 0 | 10,000.00 | 0 |
| 23 | Amount of line 21 Related to Section 504 compliance | 35,000.00 | 0 | 35,000.00 | 0 |
| 24 | Amount of line 21 Related to Security – Soft Costs | 10,000.00 | 0 | 10,000.00 | 0 |
| 25 | Amount of Line 21 Related to Security – Hard Costs | 20,000.00 | 0 | 20,000.00 | 0 |
| 26 | Amount of line 21 Related to Energy Conservation Measures | 50,000.00 | 0 | 50,000.00 | 0 |

PAGE 1 of 4

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part II: Supporting Pages P&E as of 12/31/2004

| PHA Name: Lawton Housing Authority | | **Grant Type and Number**<br>Capital Fund Program Grant No:OK56P00550103<br>Replacement Housing Factor Grant No: | | | | **Federal FY of Grant: 2003** | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| PHA WIDE | Operations | 1406 | | 77,144.00 | 0 | 77,144.00 | 77,144.00 | Completed |
| PHA WIDE | Resident Programs | 1408 | | 1,000.00 | 0 | 1,000.00 | 0 | Pending |
| PHA WIDE | Computer Software | 1408 | | 27,572.00 | 0 | 27,572.00 | 0 | Pending |
| PHA WIDE | Staff Training | 1408 | 25 Personnel | 10,000.00 | 0 | 10,000.00 | 0 | Pending |
| | | | | | | | | |
| PHA WIDE | Salaries | 1410 | 4 Personnel | 37,000.00 | 0 | 37,000.00 | 0 | Pending |
| PHA WIDE | Administration | 1410 | 4 Personnel | 1,572.00 | 0 | 1,572.00 | 0 | Pending |
| PHA WIDE | Fees & Costs A/E | 1430 | 1 | 10,000.00 | 0 | 10,000.00 | 0 | Pending |
| PHA WIDE | Site Improvement | 1450 | Landscaping | 10,000.00 | 0 | 10,000.00 | 0 | Pending |
| PHA WIDE | Dwelling Equipment | 1465 | 60 Stoves | 25,000.00 | 0 | 25,000.00 | 0 | Pending |
| PHA WIDE | NonDwelling Structures | 1470 | 40 Lock Sets | 10,000.00 | 0 | 10,000.00 | 0 | Pending |
| PHA WIDE | NonDwelling Equipment | 1475 | 1 Tractor | 30,000.00 | 0 | 30,000.00 | 0 | Pending |
| OK005001 | Window Replacement | 1460 | 30 Windows | 60,000.00 | 0 | 60,000.00 | 0 | Pending |
| OK005001 | Roof Replacement | 1460 | 5 Roofs | 20,933.00 | 0 | 20,933.00 | 0 | Pending |
| OK005001 | Shower Installation | 1460 | 10 Each | 10,500.00 | 0 | 10,500.00 | 0 | Pending |
| OK005002 | Smoke Detectors | 1460 | 50 Each | 3,100.00 | 0 | 3,100.00 | 0 | Pending |
| OK005002 | GFCI Outlets | 1460 | 50 Each | 8,000.00 | 0 | 8,000.00 | 0 | Pending |
| OK005002 | Light Fixtures | 1460 | 50 Each | 1,400.00 | 0 | 1,400.00 | 0 | Pending |
| OK005003 | Smoke Detectors | 1460 | 100 Each | 6,000.00 | 0 | 6,000.00 | 0 | Pending |

PAGE 2 of 4

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part II: Supporting Pages P&E as of 12/31/2004

| PHA Name: Lawton Housing Authority | | **Grant Type and Number**<br>Capital Fund Program Grant No:OK56P00550103<br>Replacement Housing Factor Grant No: | | | | **Federal FY of Grant:** 2003 | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| OK005003 | GFCI Outlets | 1460 | 200 Each | 3,000.00 | 0 | 3,000.00 | 0 | Pending |
| OK005006 | Central Heat & Air | 1460 | 4 Units | 16,000.00 | 0 | 16,000.00 | 0 | Pending |
| OK005006 | Smoke Detectors | 1460 | 19 Each | 5,500.00 | 0 | 5,500.00 | 0 | Pending |
| OK005006 | GFCI Outlets | 1460 | 38 Each | 12,000.00 | 0 | 12,000.00 | 0 | Pending |
| | | | **TOTAL:** | **385,721.00** | **TOTAL:** | **385,721.00** | **77,144.00** | |

Page 3 of 4

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part III: Implementation Schedule P&E as of 12/31/2004

| PHA Name: Lawton Housing Authority | **Grant Type and Number**<br>Capital Fund Program No: OK56P00550103<br>Replacement Housing Factor No: | **Federal FY of Grant: 2003** |
|---|---|---|

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|---|---|---|---|---|---|---|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
| PHA WIDE | 9/30/05 | | 9/30/04 | 9/30/07 | | | |
| OK005001 | 9/30/05 | | 9/30/04 | 9/30/07 | | | |
| OK005002 | 9/30/05 | | 9/30/04 | 9/30/07 | | | |
| OK005003 | 9/30/05 | | 9/30/04 | 9/30/07 | | | |
| OK005006 | 9/30/05 | | 9/30/04 | 9/30/07 | | | |
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PAGE 4 of 4

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

| PHA Name: Lawton Housing Authority | Grant Type and Number CFP 2002<br>Capital Fund Program Grant No: OK56P00550102<br>Replacement Housing Factor Grant No: | Federal FY of Grant: 2002 |
|---|---|---|

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no: )
☒ Performance and Evaluation Report for Period Ending: 12/31/2004 ☐ Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|
| | | Original | Revised | Obligated | Expended |
| 1 | Total non-CFP Funds | 0 | 0 | 0 | 0 |
| 2 | 1406 Operations | 99,364.00 | 0 | 99,364.00 | 99,364.00 |
| 3 | 1408 Management Improvements | 49,682.00 | 0 | 49,682.00 | 14,264.66 |
| 4 | 1410 Administration | 49,682.00 | 0 | 49,682.00 | 45,088.96 |
| 5 | 1411 Audit | 0 | 0 | 0 | 0 |
| 6 | 1415 Liquidated Damages | 0 | 0 | 0 | 0 |
| 7 | 1430 Fees and Costs | 0 | 0 | 0 | 0 |
| 8 | 1440 Site Acquisition | 0 | 0 | 0 | 0 |
| 9 | 1450 Site Improvement | 20,000.00 | 0 | 20,000.00 | 18,995.40 |
| 10 | 1460 Dwelling Structures | 210,000.00 | 0 | 210,000.00 | 0 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 25,000.00 | 0 | 25,000.00 | 22,217.00 |
| 12 | 1470 Nondwelling Structures | 25,000.00 | 0 | 25,000.00 | 25,000.00 |
| 13 | 1475 Nondwelling Equipment | 18,094.00 | 0 | 18,094.00 | 18,094.00 |
| 14 | 1485 Demolition | 0 | 0 | 0 | 0 |
| 15 | 1490 Replacement Reserve | 0 | 0 | 0 | 0 |
| 16 | 1492 Moving to Work Demonstration | 0 | 0 | 0 | 0 |
| 17 | 1495.1 Relocation Costs | 0 | 0 | 0 | 0 |
| 18 | 1499 Development Activities | 0 | 0 | 0 | 0 |
| 19 | 1501 Collaterization or Debt Service | 0 | 0 | 0 | 0 |
| 20 | 1502 Contingency | 0 | 0 | 0 | 0 |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 496,822.00 | 0 | 496,822.00 | 243,024.02 |
| 22 | Amount of line 21 Related to LBP Activities | 20,000.00 | 0 | 20,000.00 | 0 |
| 23 | Amount of line 21 Related to Section 504 compliance | 30,000.00 | 0 | 30,000.00 | 0 |

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

| PHA Name: Lawton Housing Authority | Grant Type and Number CFP 2002<br>Capital Fund Program Grant No: OK56P00550102<br>Replacement Housing Factor Grant No: | Federal FY of Grant: 2002 |
|---|---|---|

☐Original Annual Statement ☐Reserve for Disasters/ Emergencies ☐Revised Annual Statement (revision no: )
☒Performance and Evaluation Report for Period Ending: 12/31/2004 ☐Final Performance and Evaluation Report

| Line No. | Summary by Development Account | Total Estimated Cost | | Total Actual Cost | |
|---|---|---|---|---|---|
| | | Original | Revised | Obligated | Expended |
| 24 | Amount of line 21 Related to Security – Soft Costs | 0 | 0 | 0 | 0 |
| 25 | Amount of Line 21 Related to Security – Hard Costs | 20,000.00 | 0 | 20,000.00 | 0 |
| 26 | Amount of line 21 Related to Energy Conservation Measures | 70,000.00 | 0 | 70,000.00 | 0 |

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part II: Supporting Pages Performance & Evaluation Report for 12/31/2004

| PHA Name: Lawton Housing Authority | | **Grant Type and Number CFP 2002** Capital Fund Program Grant No:OK56P00550102 Replacement Housing Factor Grant No: | | | | **Federal FY of Grant: 2002** | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| PHA WIDE | Resident Programs | 1408 | | 1,000.00 | 0 | 1,000.00 | 1,000.00 | Completed |
| PHA WIDE | Computer Software | 1408 | | 38,682.00 | 0 | 38,682.00 | 8,109.49 | On-Going |
| PHA WIDE | Staff Training | 1408 | 25 Personnel | 10,000.00 | 0 | 10,000.00 | 5,155.17 | On-Going |
| | | | | | | | | |
| PHA WIDE | Salaries | 1410 | 3 Personnel | 42,986.86 | 0 | 42,986.86 | 38,393.82 | On-Going |
| PHA WIDE | Administration | 1410 | 3 Personnel | 6,695.14 | 0 | 6,695.14 | 6,695.14 | Completed |
| OK005001 | Window Replacement | 1460 | 600 Windows | 120,000.00 | 0 | 120,000.00 | 0 | Pending |
| OK005001 | Shower Installation | 1460 | 20 Each | 20,500.00 | 0 | 20,500.00 | 0 | Pending |
| OK005001 | Roof Replacement | 1460 | 3 Roofs | 15,000.00 | 0 | 15,000.00 | 0 | Pending |
| OK005002 | Electric Smoke Detectors | 1460 | 50 Each | 6,225.00 | 0 | 6,225.00 | 0 | Pending |
| OK005002 | Light Fixtures | 1460 | 50 Each | 2,500.00 | 0 | 2,500.00 | 0 | Pending |
| OK005002 | GFI Outlets | 1460 | 100 Each | 16,000.00 | 0 | 16,000.00 | 0 | Pending |
| OK005003 | Electric Smoke Detectors | 1460 | 100 Each | 12,000.00 | 0 | 12,000.00 | 0 | Pending |
| OK005003 | GFI Outlets | 1460 | 100 Each | 6,000.00 | 0 | 6,000.00 | 0 | Pending |
| OK005006 | Central Heat & Air | 1460 | 2 Units | 6,000.00 | 0 | 6,000.00 | 0 | Pending |
| OK005006 | Electric Smoke Detectors | 1460 | 38 Each | 2,356.00 | 0 | 2,356.00 | 0 | Pending |
| OK005006 | GFI Outlets | 1460 | 26 Each | 3,419.00 | 0 | 3,419.00 | 0 | Pending |
| PHA WIDE | Site Improvement | 1450 | Landscaping | 20,000.00 | 0 | 20,000.00 | 18,995.40 | On-Going |
| PHA WIDE | Dwelling Equipment | 1465 | 60 Refrigerator | 25,000.00 | 0 | 25,000.00 | 22,217.00 | On-Going |
| PHA WIDE | NonDwelling Structures | 1470 | 5 Roofs | 25,000.00 | 0 | 25,000.00 | 25,000.00 | Completed |
| PHA WIDE | NonDwelling Equipment | 1475 | 1 Vehicle | 18,094.00 | 0 | 18,094.00 | 18,094.00 | Completed |

## Annual Statement/Performance and Evaluation Report
## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
## Part II: Supporting Pages Performance & Evaluation Report for 12/31/2004

| PHA Name: Lawton Housing Authority | | **Grant Type and Number CFP 2002** Capital Fund Program Grant No:OK56P00550102 Replacement Housing Factor Grant No: | | | | **Federal FY of Grant: 2002** | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| PHA WIDE | Operations | 1406 | | 99,364.00 | 0 | 99,364.00 | 99,364.00 | Completed |
| | | | **TOTAL:** | **496,822.00** | **TOTAL:** | **496,822.00** | **243,024.02** | |

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part III: Implementation Schedule Performance & Evaluation Report for 12/31/2004

| PHA Name: Lawton Housing Authority | **Grant Type and Number CFP 2002** Capital Fund Program No: OK56P00550102 Replacement Housing Factor No: | **Federal FY of Grant:** 2002 |
|---|---|---|

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|---|---|---|---|---|---|---|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
| PHA WIDE | 12/31/02 | | 11/31/02 | 09/30/06 | | | |
| OK005001 | 12/31/02 | | 11/31/02 | 09/30/06 | | | |
| OK005002 | 12/31/02 | | 11/31/02 | 09/30/06 | | | |
| OK005003 | 12/31/02 | | 11/31/02 | 09/30/06 | | | |
| OK005006 | 12/31/02 | | 11/31/02 | 09/30/06 | | | |
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# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| **PHA Name:** Lawton Housing Authority | **Grant Type and Number** CFP2004<br>Capital Fund Program Grant No: OK56P00550104<br>Replacement Housing Factor Grant No: | **Federal FY of Grant:** 2004 |
|---|---|---|

☐**Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** ☐**Revised Annual Statement (revision no: )**
☒**Performance and Evaluation Report for Period Ending: 12/31/04** ☐**Final Performance and Evaluation Report**

| **Line No.** | **Summary by Development Account** | **Total Estimated Cost** | | **Total Actual Cost** | |
|---|---|---|---|---|---|
| | | **Original** | **Revised** | **Obligated** | **Expended** |
| 1 | Total non-CFP Funds | 0 | 0 | 0 | 0 |
| 2 | 1406 Operations | 90,273.00 | 0 | 0 | 0 |
| 3 | 1408 Management Improvements | 45,136.00 | 0 | 0 | 0 |
| 4 | 1410 Administration | 45,136.00 | 0 | 0 | 0 |
| 5 | 1411 Audit | 0 | 0 | 0 | 0 |
| 6 | 1415 Liquidated Damages | 0 | 0 | 0 | 0 |
| 7 | 1430 Fees and Costs | 15,821.00 | 0 | 0 | 0 |
| 8 | 1440 Site Acquisition | 0 | 0 | 0 | 0 |
| 9 | 1450 Site Improvement | 10,000.00 | 0 | 0 | 0 |
| 10 | 1460 Dwelling Structures | 200,000.00 | 0 | 0 | 0 |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 25,000.00 | 0 | 0 | 0 |
| 12 | 1470 Nondwelling Structures | 10,000.00 | 0 | 0 | 0 |
| 13 | 1475 Nondwelling Equipment | 10,000.00 | 0 | 0 | 0 |
| 14 | 1485 Demolition | 0 | 0 | 0 | 0 |
| 15 | 1490 Replacement Reserve | 0 | 0 | 0 | 0 |
| 16 | 1492 Moving to Work Demonstration | 0 | 0 | 0 | 0 |
| 17 | 1495.1 Relocation Costs | 0 | 0 | 0 | 0 |
| 18 | 1499 Development Activities | 0 | 0 | 0 | 0 |
| 19 | 1501 Collaterization or Debt Service | 0 | 0 | 0 | 0 |
| 20 | 1502 Contingency | 0 | 0 | 0 | 0 |

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

| **PHA Name:** Lawton Housing Authority | **Grant Type and Number** CFP2004<br>Capital Fund Program Grant No: OK56P00550104<br>Replacement Housing Factor Grant No: | **Federal FY of Grant:** 2004 |
|---|---|---|

☐**Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** ☐**Revised Annual Statement (revision no: )**
☒**Performance and Evaluation Report for Period Ending: 12/31/04** ☐**Final Performance and Evaluation Report**

| **Line No.** | **Summary by Development Account** | **Total Estimated Cost** | | **Total Actual Cost** | |
|---|---|---|---|---|---|
| | | **Original** | **Revised** | **Obligated** | **Expended** |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 451,366.00 | 0 | 0 | 0 |
| 22 | Amount of line 21 Related to LBP Activities | 0 | 0 | 0 | 0 |
| 23 | Amount of line 21 Related to Section 504 compliance | 19,000.00 | 0 | 0 | 0 |
| 24 | Amount of line 21 Related to Security – Soft Costs | 0 | 0 | 0 | 0 |
| 25 | Amount of Line 21 Related to Security – Hard Costs | 30,000.00 | 0 | 0 | 0 |
| 26 | Amount of line 21 Related to Energy Conservation Measures | 60,000.00 | 0 | 0 | 0 |

# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
# Part II: Supporting Pages P&E as of 12/31/04

| PHA Name: Lawton Housing Authority | **Grant Type and Number** CFP2004<br>Capital Fund Program Grant No: OK56P00550104<br>Replacement Housing Factor Grant No: | **Federal FY of Grant:** 2004 |
|---|---|---|

| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
|---|---|---|---|---|---|---|---|---|
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| PHA WIDE | Operations | 1406 | | 90,273.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | Resident Programs | 1408 | | 1,000.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | Software Upgrades | 1408 | | 30,000.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | Staff Training | 1408 | 25 Personnel | 14,136.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | Salary | 1410 | 1 | 37,000.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | Administration | 1410 | 1, Benefits | 8,136.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | Fees & Costs | 1430 | 1 A/E | 15,821.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | Site Improvement | 1450 | 3 Sidewalks | 10,000.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | Dwelling Equipment | 1465 | 60 Refrigerator | 25,000.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | NonDwelling Structures | 1470 | 2 Roofs | 10,000.00 | 0 | 0 | 0 | Pending |
| PHA WIDE | NonDwelling Equipment | 1475 | 1 Vehicle | 10,000.00 | 0 | 0 | 0 | Pending |
| OK005001 | Window Replacement | 1460 | 30 Windows | 60,000.00 | 0 | 0 | 0 | Pending |
| OK005001 | Roof Replacement | 1460 | 5 Roofs | 21,000.00 | 0 | 0 | 0 | Pending |
| OK005001 | Shower Installation | 1460 | 10 Showers | 11,000.00 | 0 | 0 | 0 | Pending |
| OK005002 | Screen Doors | 1460 | 10 Doors | 3,100.00 | 0 | 0 | 0 | Pending |
| OK005002 | Range Hoods | 1460 | 14 Each | 1,400.00 | 0 | 0 | 0 | Pending |
| OK005002 | ADA Ramps | 1460 | 4 Units | 8,000.00 | 0 | 0 | 0 | Pending |
| OK005003 | Laundry Rooms | 1460 | 20 Rooms | 6,000.00 | 0 | 0 | 0 | Pending |
| OK005003 | Closet Doors | 1460 | 50 Doors | 3,000.00 | 0 | 0 | 0 | Pending |
| OK005006 | Central Heat & Air | 1460 | 16 Units | 71,000.00 | 0 | 0 | 0 | Pending |
| OK005006 | GFCI Outlets | 1460 | 38 Each | 15,500.00 | 0 | 0 | 0 | Pending |

## Annual Statement/Performance and Evaluation Report
## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
## Part II: Supporting Pages P&E as of 12/31/04

| PHA Name: Lawton Housing Authority | | **Grant Type and Number** CFP2004<br>Capital Fund Program Grant No: OK56P00550104<br>Replacement Housing Factor Grant No: | | | | **Federal FY of Grant:** 2004 | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
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| | | | **TOTAL:** | **451,366.00** | **0** | **0** | **0** | **Pending** |

## Annual Statement/Performance and Evaluation Report
## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
## Part III: Implementation Schedule P&E as of 12/31/04

| PHA Name: Lawton Housing Authority | **Grant Type and Number** CFP2004<br>Capital Fund Program No: OK56P00550104<br>Replacement Housing Factor No: | **Federal FY of Grant:** 2004 |
|---|---|---|

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|---|---|---|---|---|---|---|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
| PHA WIDE | 9/2006 | | | 9/2008 | | | |
| OK005001 | 9/2006 | | | 9/2008 | | | |
| OK005002 | 9/2006 | | | 9/2008 | | | |
| OK005003 | 9/2006 | | | 9/2008 | | | |
| OK005006 | 9/2006 | | | 9/2008 | | | |
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# Annual Statement/Performance and Evaluation Report
# Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

| **PHA Name:** Lawton Housing Authority | **Grant Type and Number** CFP2005<br>Capital Fund Program Grant No: OK56P00550105<br>Replacement Housing Factor Grant No: | **Federal FY of Grant:** 2005 |
|---|---|---|

☒**Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** ☐**Revised Annual Statement (revision no: )**
☐**Performance and Evaluation Report for Period Ending:** ☐**Final Performance and Evaluation Report**

| **Line No.** | **Summary by Development Account** | **Total Estimated Cost** | | **Total Actual Cost** | |
|---|---|---|---|---|---|
| | | **Original** | **Revised** | **Obligated** | **Expended** |
| 1 | Total non-CFP Funds | 0 | | | |
| 2 | 1406 Operations | 90,273.00 | | | |
| 3 | 1408 Management Improvements | 45,136.00 | | | |
| 4 | 1410 Administration | 45,136.00 | | | |
| 5 | 1411 Audit | 0 | | | |
| 6 | 1415 Liquidated Damages | 0 | | | |
| 7 | 1430 Fees and Costs | 15,821.00 | | | |
| 8 | 1440 Site Acquisition | 0 | | | |
| 9 | 1450 Site Improvement | 10,000.00 | | | |
| 10 | 1460 Dwelling Structures | 200,000.00 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | 25,000.00 | | | |
| 12 | 1470 Nondwelling Structures | 10,000.00 | | | |
| 13 | 1475 Nondwelling Equipment | 10,000.00 | | | |
| 14 | 1485 Demolition | 0 | | | |
| 15 | 1490 Replacement Reserve | 0 | | | |
| 16 | 1492 Moving to Work Demonstration | 0 | | | |
| 17 | 1495.1 Relocation Costs | 0 | | | |
| 18 | 1499 Development Activities | 0 | | | |
| 19 | 1501 Collaterization or Debt Service | 0 | | | |
| 20 | 1502 Contingency | 0 | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | 451,366.00 | | | |
| 22 | Amount of line 21 Related to LBP Activities | 0 | | | |
| 23 | Amount of line 21 Related to Section 504 compliance | 19,000.00 | | | |
| 24 | Amount of line 21 Related to Security – Soft Costs | 0 | | | |

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

| **PHA Name:** Lawton Housing Authority | **Grant Type and Number** CFP2005<br>Capital Fund Program Grant No: OK56P00550105<br>Replacement Housing Factor Grant No: | **Federal FY of Grant:** 2005 |
|---|---|---|

☒**Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** ☐**Revised Annual Statement (revision no: )**
☐**Performance and Evaluation Report for Period Ending:** ☐**Final Performance and Evaluation Report**

| **Line No.** | **Summary by Development Account** | **Total Estimated Cost** | | **Total Actual Cost** | |
|---|---|---|---|---|---|
| | | **Original** | **Revised** | **Obligated** | **Expended** |
| 25 | Amount of Line 21 Related to Security – Hard Costs | 30,000.00 | | | |
| 26 | Amount of line 21 Related to Energy Conservation Measures | 60,000.00 | | | |

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

| PHA Name: Lawton Housing Authority | **Grant Type and Number** CFP2005<br>Capital Fund Program Grant No: OK56P00550105<br>Replacement Housing Factor Grant No: | **Federal FY of Grant:** 2005 |
|---|---|---|

| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
|---|---|---|---|---|---|---|---|---|
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| PHA WIDE | Operations | 1406 | | 90,273.00 | | | | |
| PHA WIDE | Resident Programs | 1408 | | 1,000.00 | | | | |
| PHA WIDE | Software Upgrades | 1408 | | 30,000.00 | | | | |
| PHA WIDE | Staff Training | 1408 | 25 Personnel | 14,136.00 | | | | |
| PHA WIDE | Salary | 1410 | 1 | 37,000.00 | | | | |
| PHA WIDE | Administration | 1410 | 1, Benefits | 8,136.00 | | | | |
| PHA WIDE | Fees & Costs | 1430 | 1 A/E | 15,821.00 | | | | |
| PHA WIDE | Site Improvement | 1450 | 3 Sidewalks | 10,000.00 | | | | |
| PHA WIDE | Dwelling Equipment | 1465 | 2 Boilers | 25,000.00 | | | | |
| PHA WIDE | NonDwelling Structures | 1470 | 2 Floors | 10,000.00 | | | | |
| PHA WIDE | NonDwelling Equipment | 1475 | 1 Vehicle | 10,000.00 | | | | |
| OK005001 | Window Replacement | 1460 | 130 Windows | 60,000.00 | | | | |
| OK005001 | Roof Replacement | 1460 | 10 Roofs | 21,000.00 | | | | |
| OK005001 | Shower Installation | 1460 | 10 Showers | 11,000.00 | | | | |
| OK005002 | Storm Doors | 1460 | 10 Doors | 3,100.00 | | | | |
| OK005002 | Range Hoods | 1460 | 14 Each | 1,400.00 | | | | |
| OK005002 | ADA Ramps | 1460 | 4 Units | 8,000.00 | | | | |
| OK005003 | Laundry Rooms | 1460 | 20 Rooms | 6,000.00 | | | | |
| OK005003 | Closet Doors | 1460 | 50 Doors | 3,000.00 | | | | |
| OK005006 | Central Heat & Air | 1460 | 16 Units | 71,000.00 | | | | |
| OK005006 | GFCI Outlets | 1460 | 38 Each | 15,500.00 | | | | |
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**Annual Statement/Performance and Evaluation Report**
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**
**Part II: Supporting Pages**

| PHA Name: Lawton Housing Authority | | **Grant Type and Number** CFP2005<br>Capital Fund Program Grant No: OK56P00550105<br>Replacement Housing Factor Grant No: | | | | **Federal FY of Grant:** 2005 | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
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| | | | **TOTAL:** | **451,366.00** | | | | |

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

| PHA Name: Lawton Housing Authority | **Grant Type and Number** CFP2005<br>Capital Fund Program No: OK56P00550105<br>Replacement Housing Factor No: | **Federal FY of Grant:** 2005 |
|---|---|---|

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|---|---|---|---|---|---|---|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
| PHA WIDE | 9/2007 | | | 9/2009 | | | |
| OK005001 | 9/2007 | | | 9/2009 | | | |
| OK005002 | 9/2007 | | | 9/2009 | | | |
| OK005003 | 9/2007 | | | 9/2009 | | | |
| OK005006 | 9/2007 | | | 9/2009 | | | |
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# Capital Fund Program Five-Year Action Plan
## Part I: Summary

| PHA Name Lawton Housing Authority | | Grant NO. OK56P00550105<br>FFY of Grant: 2005 | | ☒**Original 5-Year Plan**<br>☐**Revision No:** | |
|---|---|---|---|---|---|
| Development Number/Name/HA-Wide | Year 1<br>2005 | Work Statement for Year 2<br>FFY Grant:2006<br>PHA FY: | Work Statement for Year 3<br>FFY Grant: 2007<br>PHA FY: | Work Statement for Year 4<br>FFY Grant: 2008<br>PHA FY: | Work Statement for Year 5<br>FFY Grant: 2009<br>PHA FY: |
| PHA WIDE | Annual Statement | 251,366.00 | 251,366.00 | 251,366.00 | 251,366.00 |
| OK005001 | | 92,000.00 | 92,000.00 | 92,000.00 | 92,000.00 |
| OK005002 | | 12,500.00 | 12,500.00 | 12,500.00 | 12,500.00 |
| OK005003 | | 9,000.00 | 9,000.00 | 9,000.00 | 9,000.00 |
| OK005006 | | 86,500.00 | 86,500.00 | 86,500.00 | 86,500.00 |
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| | | | | | |
| CFP Funds Listed for 5-year planning | 451,366 | 451,366.00 | 451,366.00 | 451,366.00 | 451,366.00 |
| | | | | | |
| Replacement Housing Factor Funds | | | | | |

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

| Activities for Year 1 | Activities for Year :__2__ FFY Grant: 2006 PHA FY: | | | Activities for Year: _3__ FFY Grant: 2007 PHA FY: | | |
|---|---|---|---|---|---|---|
| **2005** | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** |
| See | PHA WIDE | Operations | 90,273.00 | PHA WIDE | Operations | 90,273.00 |
| Annual | PHA WIDE | Resident Programs | 1,000.00 | PHA WIDE | Resident Programs | 1,000.00 |
| Statement | PHA WIDE | Software Upgrade | 30,000.00 | PHA WIDE | Software Upgrade | 30,000.00 |
| | PHA WIDE | Staff Training | 14,136.00 | PHA WIDE | Staff Training | 14,136.00 |
| | PHA WIDE | Salary | 37,000.00 | PHA WIDE | Salary | 37,000.00 |
| | PHA WIDE | Administration | 8,136.00 | PHA WIDE | Administration | 8,136.00 |
| | PHA WIDE | Fees & Costs A/E | 15,821.00 | PHA WIDE | Fees & Costs A/E | 15,821.00 |
| | PHA WIDE | Site Improvement | 10,000.00 | PHA WIDE | Site Improvement | 10,000.00 |
| | PHA WIDE | Dwelling Equipment | 25,000.00 | PHA WIDE | Dwelling Equipment | 25,000.00 |
| | PHA WIDE | NonDwelling Structures | 10,000.00 | PHA WIDE | NonDwelling Structures | 10,000.00 |
| | PHA WIDE | NonDwelling Equip. | 10,000.00 | PHA WIDE | NonDwelling Equip. | 10,000.00 |
| | OK005001 | Window Replacement | 60,000.00 | OK005001 | Remodel Units | 60,000.00 |
| | OK005001 | Roofs | 21,000.00 | OK005001 | Utility Meters | 21,000.00 |
| | OK005001 | Showers | 11,000.00 | OK005001 | Sidewalks | 11,000.00 |
| | OK005002 | Doors | 3,100.00 | OK005002 | Landscaping | 3,100.00 |
| | OK005002 | Range Hoods | 1,400.00 | OK005002 | Range Hoods | 1,400.00 |
| | OK005002 | ADA Ramps | 8,000.00 | OK005002 | ADA Ramps | 8,000.00 |
| | OK005003 | Laundry Rooms | 6,000.00 | OK005003 | Flooring | 6,000.00 |
| | OK005003 | Doors | 3,000.00 | OK005003 | Doors | 3,000.00 |
| | OK005006 | Central Heat & Air | 71,000.00 | OK005006 | Windows | 71,000.00 |
| | OK005006 | GFCI Outlets | 15,500.00 | OK005006 | Siding | 15,500.00 |
| | | **Total CFP Estimated Cost** | **$451,366.00** | | | **$451,366.00** |

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

| Activities for Year :__4__<br>FFY Grant: 2008<br>PHA FY: | | | Activities for Year: _5__<br>FFY Grant: 2009<br>PHA FY: | | |
|---|---|---|---|---|---|
| **Development Name/Number** | **Major Work Categories** | **Estimated Cost** | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** |
| PHA WIDE | Operations | 90,273.00 | PHA WIDE | Operations | 90,273.00 |
| PHA WIDE | Resident Programs | 1,000.00 | PHA WIDE | Resident Programs | 1,000.00 |
| PHA WIDE | Software Upgrades | 30,000.00 | PHA WIDE | Software Upgrades | 30,000.00 |
| PHA WIDE | Staff Training | 14,136.00 | PHA WIDE | Staff Training | 14,136.00 |
| PHA WIDE | Salary | 37,000.00 | PHA WIDE | Salary | 37,000.00 |
| PHA WIDE | Administration | 8,136.00 | PHA WIDE | Administration | 8,136.00 |
| PHA WIDE | Fees & Costs A/E | 15,821.00 | PHA WIDE | Fees & Costs A/E | 15,821.00 |
| PHA WIDE | Site Improvement | 10,000.00 | PHA WIDE | Site Improvement | 10,000.00 |
| PHA WIDE | Dwelling Equipment | 25,000.00 | PHA WIDE | Dwelling Equipment | 25,000.00 |
| PHA WIDE | NonDwelling Structures | 10,000.00 | PHA WIDE | NonDwelling Structures | 10,000.00 |
| PHA WIDE | NonDwelling Equip. | 10,000.00 | PHA WIDE | NonDwelling Equip. | 10,000.00 |
| OK005001 | Remodel Units | 60,000.00 | OK005001 | Remodel Units | 60,000.00 |
| OK005001 | Off-Street Parking | 21,000.00 | OK005001 | Off-Street Parking | 21,000.00 |
| OK005001 | Sidewalks | 11,000.00 | OK005001 | Sidewalks | 11,000.00 |
| OK005002 | Landscaping | 3,100.00 | OK005002 | Doors | 3,100.00 |
| OK005002 | Range Hoods | 1,400.00 | OK005002 | Paint Units | 1,400.00 |
| OK005002 | ADA Ramps | 8,000.00 | OK005002 | Siding Repair | 8,000.00 |
| OK005003 | Flooring | 6,000.00 | OK005003 | Paint Units | 6,000.00 |
| OK005003 | Doors | 3,000.00 | OK005003 | Carpeting | 3,000.00 |
| OK005006 | Windows | 71,000.00 | OK005006 | Central Heat&Air | 71,000.00 |
| OK005006 | Siding | 15,500.00 | OK005006 | Windows | 15,500.00 |
| | **Total CFP Estimated Cost** | **$451,366.00** | | | **$451,366.00** |