

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2005

Springfield Housing Authority
808 Rose Hill Circle
Springfield, TN 37172

TN036v02

**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: **Springfield Housing Authority**

PHA Number: **TN036**

PHA Fiscal Year Beginning: (mm/yyyy) **01/2005**

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:

Other: (list below)

1. The Springfield Housing Authority will continue to make our public housing units more marketable to the community as evidenced by an increase on our waiting list to one that requires a six-month to one year wait for housing.
2. The Springfield Housing Authority will continue to remove all graffiti within 24 hours of being discovered.
3. The Springfield Housing Authority will achieve proper curb appeal for its public housing development by improving landscaping, keeping its grass cut, making the properties litter-free and other actions.
4. The Springfield Housing Authority will maintain at least four police officers living in its developments. The SHA has granted occupancy to police officers to increase security for public housing residents.
5. The Springfield Housing Authority will achieve and maintain an average response time of 24 hours in responding to emergency work orders.
6. The Springfield Housing Authority will achieve and maintain an average response time of 25 days in responding to routine work orders.

PHA Goal: Increase assisted housing choices

Objectives:

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

Other PHA Goal/s and Objectives: (List below):

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

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

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

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

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

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

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

- Standard Plan**
- Streamlined Plan:**
- High Performing PHA**
 - Small Agency (<250 Public Housing Units)**
 - Administering Section 8 Only**
- Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

Not Required

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

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

Optional Attachments:

- PHA Management Organizational Chart
- FY 2005 Capital Fund Program 5 Year Action Plan ([See Attachment K](#))
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

- Other (List below, providing each attachment name)
- Attachment A – Definition of Substantial Deviation**
 - Attachment B- Pet Policy**
 - Attachment C – Resident Membership of PHA Governing Board**
 - Attachment D – Membership of Resident Advisory Board**
 - Attachment E – Progress in Meeting the 5-Year Mission and Goals**
 - Attachment G – Police Officer Occupancy**
 - Attachment H – REAC Management and Physical Plans**
 - Attachment I – Resident Survey Follow-up Plan**
 - Attachment J – Community Service Policy**
 - Attachment K – FY 2005 Capital Fund Program 5-Year Action Plan**
 - Attachment L – CFP Performance and Evaluation Report (2003 and 2004)**
 - Attachment M – Demolition and Mixed Finance Activities**

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	Related 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 (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: 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	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers in Public Housing <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
NA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
X	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
NA	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
NA	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
NA	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
NA	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
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
NA	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
NA	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
N/A	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
X	The results of 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
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
NA	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall*	Afford- ability	Supply	Quality	Access -ibility	Size	Location
Income <= 30% of AMI	735	4	4	2	1	NA	NA
Income >30% but <=50% of AMI	512	3	3	2	1	NA	NA
Inome >50% but <80% of AMI	476	2	2	2	1	NA	NA
Elderly	474	3	3	2	1	NA	NA
Families with Disabilities	NA	NA	NA	2	1	NA	NA
Race/Ethnicity (w)	950	NA	NA	2	1	NA	NA
Race/Ethnicity (b)	634	NA	NA	2	1	NA	NA
Race/Ethnicity (h)	122	NA	NA	2	1	NA	NA
Race/Ethnicity							

* **Source: CHAS data, City of Springfield, Tennessee, 2000 census**

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: **2000**
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
CHAS data, Springfield City jurisdiction area, 2000 census

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	56		75
Extremely low income <=30% AMI	47	84%	
Very low income (>30% but <=50% AMI)	5	9%	
Low income (>50% but <80% AMI)	4	7%	
Families with children	23	41%	
Elderly families	2	4%	
Families with Disabilities	3	5%	
Race/ethnicity (White)	25	45%	
Race/ethnicity (Black)	30	54%	
Race/ethnicity (other)	1	1%	
Race/ethnicity	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	31	55%	32
2 BR	10	18%	25
3 BR	12	21%	18
4 BR	3	6%	0
5 BR	0	0%	0
5+ BR	0	0%	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? NA			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes NA			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	\$600,000.00	Operating, subsidy
b) Public Housing Capital Fund	\$678,000.00	
c) HOPE VI Revitalization	\$0.00	
d) HOPE VI Demolition	\$0.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$0.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0.00	
g) Resident Opportunity and Self-Sufficiency Grants	\$0.00	
h) Community Development Block Grant	\$0.00	
i) HOME	\$0.00	
Other Federal Grants (list below)	\$0.00	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY 2004 CFP	\$678,215.00	Capital Improvements
3. Public Housing Dwelling Rental Income		
	\$680,000.00	Operations
4. Other income (list below)		
Investments	\$30,000.00	Operations
Excess Utilities	\$70,000.00	Operations
5. Non-federal sources (list below)		
Total resources	\$2,736,215.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR 1Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
- When families are within a certain number of being offered a unit: (state number)
 - When families are within a certain time of being offered a unit: (state time)
 - Other: (describe) **When they apply.**
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
 - Rental history
 - Housekeeping
 - Other (describe) **Credit History**
- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
 - Sub-jurisdictional lists
 - Site-based waiting lists
 - Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
 - PHA development site management office
 - Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
- Not Applicable**
1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
 - Two
 - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
 - Overhoused
 - Underhoused
 - Medical justification
 - Administrative reasons determined by the PHA (e.g., to permit modernization work)
 - Resident choice: (state circumstances below)
 - Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

5 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- 4 Veterans and veterans’ families
- 4 Residents who live and/or work in the jurisdiction
- 3 Those enrolled currently in educational, training, or upward mobility programs

- 4 Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- 4 Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

Component 3, (6) Deconcentration and Income Mixing

a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

B. Section 8 **Not Applicable**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based certificate program
 - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
 - Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Homelessness
High rent burden

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

- \$0
 \$1-\$25
 \$26-\$50 **(\$50.00)**

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

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

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

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

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

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase

- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

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

(2) Flat Rents

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

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

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).**

Not Applicable

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
 Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

1. **Executive Director**
2. **Asst. Director/Bookkeeper**
3. **Asst. Director/Maintenance Supervisor**
4. **Tenant Selector**
5. **Maintenance Mechanic I**
6. **Maintenance Mechanic II**
7. **Maintenance Aide**

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	398	147
Section 8 Vouchers	NA	NA
Section 8 Certificates	NA	NA
Section 8 Mod Rehab	NA	NA
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	NA
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal Programs(list individually)	NA	NA

C. Management and Maintenance Policies

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

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

- ACOP
- Affirmative Action Policy
- Conference Policy
- Disposition Policy
- Dwelling Lease Policy
- Grievance Policy
- Investment Policy
- Occupancy Policy
- One-Strike-Your-Out Policy
- Painting Policy
- Personnel Policy
- Pest Control Policy
- Pet Policy
- Preventative Maintenance Policy
- Procurement Policy
- Rent Collection Policy
- Safety Policy Transfer Policy
- Transfer Policy
- Travel Policy
- Use of Community Buildings Policy

(2) Section 8 Management: (list below)

Not Applicable

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance **Not Applicable**

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant) **Not Applicable**

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

Revitalization Plan under development

Revitalization Plan submitted, pending approval

Revitalization Plan approved

Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
 If yes, list developments or activities below:
Springfield Housing Authority proposes to seek funding to replace Development No. TN036-002

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description **Not Applicable**

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

Demolition/Disposition Activity Description	
1a. Development name:	Bransford Heights
1b. Development (project) number:	TN036-002
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	(03/01/05)
5. Number of units affected:	54
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 09/30/05 b. Projected end date of activity: 12/31/05

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description **Not Applicable**

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description **Not Applicable**

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	

(B) Voluntary Conversion Initial Assessments **Completed in 2003 Agency Plan**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **N/A**

- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **N/A**
- c. How many Assessments were conducted for the PHA’s covered developments?
N/A
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
N/A	

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. **Not Applicable**

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description **Not Applicable**

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description: **Not Applicable**

a. Size of Program

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

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

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

b. PHA established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2,

Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

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)
Leaders of Tomorrow	350	Anyone	Development Office	Public Housing
SHA Community Program	100	Anyone	Main Office	Public Housing
Headstart Program (2)	70	Anyone	Development Office	Public Housing
Pathfinders – Rural	50	Anyone	Development Office	Public Housing
Buffalo Valley Alcoholics Counseling Services	225	Anyone	Development Office	Public Housing

(2) Family Self Sufficiency programs

Not Applicable

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

3. Which developments are most affected? (list below) **All SHA Developments**

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors

- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below) **All SHA Developments**

C. Coordination between PHA and the police

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

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

2. Which developments are most affected? (list below) **All SHA Developments**

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

PHAs eligible for FY 2002 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 Not applicable
 Private management
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below) **See Attachments H and I**
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name) **Not Applicable**
 Provided below:
Comment: *Need to replace wall heaters in Development TN036-007.*

Comment: *Need to replace closet doors PHA-Wide.*

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below) **Not Applicable**

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

- 1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
- 2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process **Not Applicable**

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

- 1. Consolidated Plan jurisdiction: (provide name here)
State of Tennessee; Tennessee Housing and Development Agency
- 2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

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

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

D. Other Information Required by HUD

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

Attachments

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

ATTACHMENT A - DEFINITION OF SUBSTANTIAL DEVIATION

PHA's definition of "Significant Amendment or Substantial Deviation" from its 5-Year and Annual Plans:

1. Changes to rent or admissions policies or organization of the waiting list.
2. Addition of non-emergency work, items (items not included in the Annual Statement or 5-Year Action Plan) or a change in the use of replacement reserve funds under the Capital Fund.
3. Any change with regard to demolition or disposition, designation, or homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements.

ATTACHMENT B - SUMMARY OF PET POLICY

Residents of the Springfield Housing Authority may own and keep a common household pet. However, prior to housing/keeping any pet on the premises, the Resident must apply to the Springfield Housing Authority for a pet permit and a lease addendum must be executed between the Resident and the Springfield Housing Authority. In order to receive a pet permit the following documentation must be submitted:

1. Evidence that the pet has received current rabies and distemper inoculations or booster, as applicable.
2. Evidence that the pet has been spayed or neutered, as applicable.
3. A Current license issued by the appropriate authority, if applicable.

ALL RESIDENTS WITH A 'PET LEASE' SHALL COMPLY WITH THE FOLLOWING RULES:

1. Permitted pets are: dogs, cats, birds and fish aquariums. (Snakes are not permitted). The size of a dog (when full grown) may not exceed 15 inches in height. The size of a cat (when full grown) may not exceed 10 inches in height.
2. Only one pet for each household is permitted.
3. Dogs and cats must be licensed yearly and Residents and must show proof of annual rabies and distemper booster inoculations at their yearly reexamination.
4. Vicious and/or intimidating animals will not be allowed.
5. All dogs and cats must be spayed or neutered, as applicable.
6. Dogs and cats shall remain inside the Residents' unit. No animal shall be permitted to be loose in hallways, elevators, yards or any common areas of SHA properties.
7. When taken outside the unit, dogs and cats must be kept on a leash, controlled by an adult.
8. When taken on an elevator, pets must be held in the arms of said adult.
9. Birds must be confined to a cage at all times.
10. Residents shall not permit their pet to disturb, interfere or diminish the peaceful enjoyment of other Residents. The terms "disturb, interfere and diminish" shall include but not limited to barking, howling, chirping, biting, scratching, etc.
11. Residents are solely responsible for cleaning up pet droppings, if any, outside the unit and on SHA properties. Droppings must be disposed of by being placed in a plastic sack and then placed in a container outside the building/apartment.
12. Residents are responsible for properly disposing of dog and cat waste in a container outside the building/apartment.
13. Residents shall take adequate precautions and measures necessary to eliminate pet odors within or around the unit and shall maintain the unit in a sanitary condition at all times.
14. If pets are let unattended for a period of twenty-four (24) hours or more, the SHA may enter the dwelling unit, remove the pet and transfer it to the proper authorities, subject to the provisions of Tennessee State Law and pertinent local ordinances. SHA accepts no responsibility for the animal under such circumstances.

15. Residents shall not alter their unit, balcony or yard in any manner in order to create an enclosure for any pet.
16. Residents are responsible for all damages caused by their pet, including the cost of cleaning or replacing carpets* and/or fumigation of the unit(s).
17. Residents are prohibited from feeding or harboring stray animals. The feeding of stray animals shall constitute having a pet without the written permission of a "Pet Lease" with SHA.
18. All residents are responsible for damages caused by their pet. It is highly recommended that pet owners purchase liability insurance that would protect the owner in the event that their pet bit, scratched or in anyway harmed anyone.
19. Should any pet housed by a Resident, give birth to a litter, the Resident shall remove all pets from the premises, except the pet designated on the "Pet Lease".
20. Residents must identify an alternate custodian for pets in the event of Residents' illness or other absence from the dwelling unit. This identification of an alternate custodian must occur prior to the SHA issuing a pet registration permit.

The privilege of maintaining a pet in a SHA owned facility, shall be subject to the above rules. This privilege may be revoked at any time subject to the SHA Hearing Procedures, if the animal should become destructive, create a nuisance, represent a threat to the safety and security of other residents, or create a problem in the area of cleanliness and sanitation.

A pet deposit in the amount of \$100 is required upon execution of a pet lease addendum. The SHA can use this money to pay for damages "beyond normal wear and tear" caused by the pet, or for any other damages to SHA's property caused by the pet, including spraying for ticks, flees or other insects caused by the pet. The Resident may apply for a refund of the "Pet Deposit" upon removal of the pet from the premises. Upon request, the condition of the unit must be verified by the maintenance department and the Resident charged for any damages. Refunds will normally be processed in 14 days from the date of request.

ATTACHMENT C - RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

Vincent Turocy - Resident Commissioner; Appointed by the City of Springfield Mayor on April 13, 2003.

ATTACHMENT D- MEMBERSHIP OF THE RESIDENT ADVISORY BOARD

Frances Johnson 402-B Central Ave. Springfield, TN	Vera Taylor 400-A Central Ave. Springfield, TN	Nancy Payne 819 Josephine Springfield, TN	Luke Jones 816 Central Ave. Springfield, TN
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Marvin Bush
2104 Carter St.
Springfield, TN

ATTACHMENT E - PROGRESS IN MEETING THE FIVE-YEAR PLAN MISSION AND GOALS

The Springfield Housing Authority continually strives to meets its mission of promoting adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

We are carrying out our mission by making progress in meeting our 5-year goals as follows:

1. **GOAL - The Springfield Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase on our waiting list to one that requires a six-month to one year waiting for housing by December 31, 2004:** The SHA continues in its efforts to increase the waiting list total. In an effort to reduce vacancies, we are completing a large number of modernization units.
2. **GOAL - The Springfield Housing Authority shall remove all graffiti within 24 hours of discovering it:** The SHA is meeting its goal of removing graffiti within 24 hours of discovery.

3. **GOAL - The Springfield Housing Authority shall achieve proper curb appeal for its public housing development by improving landscaping, keeping its grass cut, making the properties litter-free and other actions by December 31, 2002:** SHA has met the goal and has also added to these accomplishments.
4. **GOAL - The Springfield Housing Authority shall maintain at least four police officers living in its developments through December 31, 2004:** We have exceeded this goal. We currently have seven officers housed in public housing units.
5. **GOAL - The Springfield Housing Authority shall achieve and maintain an average response time of 24 hours in responding to emergency work orders by December 31, 2002:** We have met this goal and will strive to continue to reduce emergency response time.
6. **GOAL - The Springfield Housing Authority shall achieve and maintain an average response time of 25 days in responding to routine work orders by December 31, 2002.** We have met this goal and will strive to continue to reduce our response time for routine work orders.

ATTACHMENT F - DECONCENTRATION POLICY FOR THE SPRINGFIELD HOUSING AUTHORITY

I. DECONCENTRATION POLICY

- A. The objective of the Deconcentration Policy for the Springfield Housing Authority (SHA) is to achieve the goal that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development or census tract. The SHA will take actions as necessary to achieve the goal that no individual development has a concentration of higher income or lower income families. To ensure that the SHA does not concentrate families with higher or lower income levels in any one development, the SHA will track the status of family income, by development, on a monthly basis utilizing income reports generated by the SHA's computer system.
 1. The SHA will periodically compare the relative incomes of its developments to the relative incomes of the census tracts in which they are located. Where significant differences are identified, income targeting will be applied.

II. INCOME TARGETING

- A. To accomplish the deconcentration goals, the Springfield Housing Authority will take the following actions:
 1. At the beginning of each fiscal year the Springfield Housing Authority will establish a numerical goal for admission of families whose incomes are at or below 30 percent of the area median income. The target annual goal will be calculated by taking 40 percent of the total number of move-ins from the previous PHA fiscal year.
 2. The SHA will limit the number of admissions to ensure that not less than 40 percent of admissions are families with incomes at or below 30 percent of the area median income.
 3. The SHA will skip families on the waiting list or skip developments to accomplish these goals.

The Springfield Housing Authority will not hold units vacant to accomplish these goals.

ATTACHMENT G – POLICE OFFICER OCCUPANCY

Unit Number/Address	Development
<i>Police Precinct</i>	
1411 Richard Street	TN036-02
<i>Police Residents</i>	
807 Rose Hill	TN036-05
608 10 th Ave. East	TN036-05
120 Carden Cr.	TN036-07
619 10 th Ave. E.	TN036-05
805 Rose Hill Cr.	TN036-05
610 10 th Ave. E.	TN036-05
802 Rose Hill Cr.	TN036-05

ATTACHMENT H: REAC MANAGEMENT AND PHYSICAL PLANS

The Springfield Housing Authority continues to make progress in our efforts to increase our Management and Physical Assessment component scores.

Management Component

The SHA intends to improve the management component score of 26 through the reduction of vacant unit turn around time. The SHA has dedicated a maintenance crew to work exclusively on unit turn around. Administrative staff tracks the status of each vacant unit and works closely with the SHA maintenance crew.

The SHA is also in the process of renovating vacant public housing units. We have approximately 70 units under construction in Development # 7 that are being renovated for occupancy. Another 55 units located in various developments were put under contract in October 2002. These efforts will greatly improve the occupancy totals as well as the marketability of the renovated units.

Physical Component

The renovation of public housing units as discussed above in the Management Plan will also improve the SHA's physical component total score of 18.

In addition to these major renovation activities of various developments, the SHA's maintenance staff will be replacing inoperable smoke detectors in all developments. The SHA will also identify and repair other safety and health deficiencies observed in the units.

ATTACHMENT I: FOLLOW UP PLANS FOR REAC RESIDENT SURVEY

Safety

The Springfield Housing Authority (SHA) continues to reduce crime and improve the safety of our residents through the partnership with the Springfield Police Department and the implementation of the former Public Housing Drug Elimination Program (PHDEP) activities. Our drug elimination activities include pay for three full-time police officers, and the City of Springfield provides funding for three additional full-time officers. All officers reside in public housing units.

The police officers patrol all PHA developments on foot, bicycles, and patrol cars. The officers periodically attend resident council meetings, and work closely with the SHA executive director and staff.

Police calls and crime continues to decrease as a result of our security efforts and the residency of police officers in our development. The officers are able to work closely with the residents and specifically the youth, in an effort to discuss and address problems.

Neighborhood Appearance

The SHA has an ongoing program of neighborhood improvements and clean up. In addition to the resident's efforts to keep their units clean of trash, as required in the lease, the SHA provides two temporary employees to clean trash on a weekly basis. The SHA continues to plant grass, trees and annual flowers. In addition, trees and shrubs are regularly trimmed. The SHA works closely with the resident council and residents in an effort to make necessary aesthetic improvements. We all want our developments to be clean and attractive.

Communications

The SHA is always striving to improve communications with the residents. All residents are encouraged to utilize the resident council process and the contact staff as necessary. The resident council meets with SHA staff on a regular basis. The SHA distributes a monthly informative newsletter to residents. The newsletter, as developed by Project LOT (Leaders of Tomorrow), informs residents of issues, upcoming programs, and meetings. The SHA also posts notices for public meetings and events on the bulletin board located in the administrative office.

ATTACHMENT J – COMMUNITY SERVICE POLICY

All families will be given a written description of the service requirement, and of the process for claiming status as an exempt person. This will include the SHA's determination identifying the family members who are subject to the service requirement, and the family members who are exempt persons. The SHA will provide a form to any family members requesting exemption from the service and will advise the member what documentation is required to support the exemption. The SHA will approve or deny the request for exemption within 30 days from receipt of a request that includes required documentation. A family member may request an exempt status at anytime.

The SHA will provide a listing of qualifying community service or self-sufficiency activities that will meet this requirement. The SHA may update this list at anytime. Each nonexempt family member will be given a community service time sheet to track the monthly volunteer hours. A supervisor must sign and date each period of work. If qualifying activities are administered by an organization other than the SHA, a family member who is required to fulfill a service requirement must provide signed community service time sheets certifying to the SHA by such other organization that the family member has performed such qualifying activities.

The SHA must review family compliance with service requirements, and must verify such compliance annually at least thirty days before the end of the twelve-month lease term. The SHA must retain reasonable documentation of service requirement performance in tenant files.

If the SHA determines that there is a family member who is required to fulfill a service requirement, but who has violated this family obligation (noncompliant resident), the SHA must notify the tenant of this determination.

If the tenant or another family member has violated the service requirement, the SHA may not renew the lease upon expiration of the term with exceptions.

In implementing the service requirement, the SHA may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by SHA employees, or replace a job at any location where residents perform activities to satisfy the service requirement.

ATTACHMENT M: DEMOLITION AND MIXED FINANCE ACTIVITIES

As addressed in Component 8 of this agency plan, the Springfield Housing Authority (SHA) proposes to demolish 54 units in TN036-02 Bransford Heights. The SHA proposes to apply for HOPE VI Demolition Grant funds, as well as pursue tax and mixed finance credits for new development. The SHA has budgeted \$10,000 in the FY 2005 CFP to assist with demolition activities. The SHA is proposing to develop low-density, single-story elderly units on the existing TN036-002 development property.

Annual Statement/Performance and Evaluation Report

Attachment K

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 1: Summary

PHA Name: Springfield Housing Authority	Grant Type and Number Capital Fund Program: TN43P03650105 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2005
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<input checked="" type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/ Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Final Performance and Evaluation Report	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0.00			
2	1406 Operations	\$93,633.00			
3	1408 Management Improvements	\$65,000.00			
4	1410 Administration	\$1,000.00			
5	1411 Audit	\$0.00			
6	1415 liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$135,000.00			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvement	\$0.00			
10	1460 Dwelling Structures	\$359,082.00			
11	1465.1 Dwelling Equipment—Nonexpendable	\$11,600.00			
12	1470 Nondwelling Structures	\$0.00			
13	1475 Nondwelling Equipment	\$2,000.00			
14	1485 Demolition	\$10,000.00			
15	1490 Replacement Reserve	\$0.00			
16	1492 Moving to Work Demonstration	\$0.00			
17	1495.1 Relocation Costs	\$400.00			
18	1498 Mod Used for Development	\$0.00			
19	1502 Contingency	\$500.00			
20	Amount of Annual Grant: (sum of lines 2-19)	\$678,215.00			
21	Amount of line 20 Related to LBP Activities	\$0.00			
22	Amount of line 20 Related to Section 504 Compliance	\$0.00			
23	Amount of line 20 Related to Security	\$0.00			
24	Amount of line 20 Related to Energy Conservation Measures	\$0.00			

Annual Statement/Performance and Evaluation Report

Attachment K

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Springfield Housing Authority		Grant Type and Number Capital Fund Program #: TN43P03650105 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: FY 2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operating funds	1406	1	\$93,633.00				
PHA-Wide	Maintenance staff training	1408	1	\$1,000.00				
PHA-Wide	Purchase new computer software	1408	1	\$2,000.00				
PHA-Wide	Pay the cost for a resident coordinator	1408	1	\$20,000.00				
PHA-Wide	Provide PHA funded police patrol	1408	1	\$30,000.00				
PHA-Wide	Hire additional staff to renovate vacant units	1408	1	\$5,000.00				
PHA-Wide	Resident initiatives	1408	1	\$5,000.00				
PHA-Wide	Staff training	1408	1	\$2,000.00				
PHA-Wide	Advertising of modernization bids	1410	1	\$1,000.00				
PHA-Wide	Abatement monitoring fees	1430	1	\$10,000.00				
PHA-Wide	A/E design services	1430	1	\$30,000.00				
PHA-Wide	A/E inspection services	1430	1	\$15,000.00				
PHA-Wide	Clerk of the works	1430	1	\$24,000.00				
PHA-Wide	Consultant for preparing CFP plan	1430	1	\$6,500.00				
PHA-Wide	Consultant to prepare as-built drawings for each development	1430	1	\$12,500.00				
PHA-Wide	Modernization coordinator	1430	1	\$36,000.00				
PHA-Wide	Revise utility allowances	1430	1	\$1,000.00				
PHA-Wide	Remove existing and install new vinyl composition floor tile	1460	1	\$25,000.00				
PHA-Wide	Install new range	1465	20	\$4,600.00				
PHA-Wide	Replace refrigerators	1465	20	\$7,000.00				
PHA-Wide	Computer hardware	1475	1	\$2,000.00				
PHA-Wide	Demolition activities	1485	1	\$10,000.00				
PHA-Wide	Relocation of residents for modernization	1495	1	\$400.00				

Annual Statement/Performance and Evaluation Report

Attachment K

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Springfield Housing Authority		Grant Type and Number Capital Fund Program #: TN43P03650105 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: FY 2005			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Contingencies	1502	1	\$500.00				
TN37P036001	Refinish existing bathtubs	1460	62	\$18,600.00				
TN37P036001	Install new ceramic tile base in bathrooms	1460	13344	\$53,376.00				
TN37P036001	Install new ceramic tile bathroom floor	1460	7117	\$56,936.00				
TN37P036001	Install new lavatory	1460	62	\$7,750.00				
TN37P036001	Install new lavatory drain lines to tee in wall	1460	62	\$4,650.00				
TN37P036001	Install new lavatory faucet	1460	62	\$7,750.00				
TN37P036001	Install new lavatory supplies and stops	1460	62	\$2,170.00				
TN37P036001	Install new tub valves and shwerheads	1460	62	\$15,500.00				
TN37P036001	Rehang existing bathroom lavatory	1460	62	\$1,550.00				
TN37P036001	Replace existing bathtub	1460	62	\$49,600.00				
TN37P036001	Remove existing and install new cementitious backer board and ceramic tile at tub	1460	62	\$27,900.00				
TN37P036001	Treat all buildings for termite infestation	1460	32	\$17,600.00				
TN37P036003A	Treat all buildings for termite infestation	1460	27	\$14,850.00				
TN37P036003A	Install heavy-duty dryer vent and stainless steel covers on building exterior	1460	29	\$1,450.00				
TN37P036003A	Install new dryer outlet and vent in all units	1460	29	\$4,350.00				
TN37P036003B	Install heavy-duty dryer vent and stainless steel covers on building exterior	1460	21	\$1,050.00				
TN37P036003B	Install new dryer outlet and vent in all units.	1460	21	\$3,150.00				
TN37P036004	Treat all buildings for termite infestation	1460	28	\$15,400.00				
TN37P036004	Install heavy-duty dryer vent and stainless steel covers on building exterior	1460	56	\$2,800.00				
TN37P036004	Install new dryer outlet and vent in all units.	1460	56	\$8,400.00				
TN37P036007	Treat all buildings for termite infestation	1460	35	\$19,250.00				

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

Attachment K

PHA Name: Springfield Housing Authority		Grant Type and Number Capital Fund Program #: TN43P03650105 Capital Fund Program Replacement Housing Factor #:					Federal FY of Grant: FY 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
TN036-001	06/30/07			06/30/09				
TN036-003A	06/30/07			06/30/09				
TN036-003B	06/30/07			06/30/09				
TN036-004	06/30/07			06/30/09				
TN036-007	06/30/07			06/30/09				
Staff training	06/30/07			06/30/09				
Computer software	06/30/07			06/30/09				
Resident coordinator	06/30/07			06/30/09				
Police patrol	06/30/07			06/30/09				
Additional maintenance staff	06/30/07			06/30/09				
Resident initiatives	06/30/07			06/30/09				
Demolition	06/30/07			06/30/09				

Capital Fund Program Five-Year Action Plan

Attachment K

Part I: Summary

PHA Name: Springfield Housing Authority				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009
	Annual Statement				
PHA-Wide		\$293,215.00	\$377,251.00	\$315,585.00	\$359,000.00
TN37P036001		\$83,600.00	\$14,570.00	\$362,630.00	\$135,890.00
TN37P036002		\$0.00	\$0.00	\$0.00	\$0.00
TN37P036003A		\$26,200.00	\$26,105.00	\$0.00	\$46,800.00
TN37P036003B		\$19,400.00	\$78,750.00	\$0.00	\$1,000.00
TN37P036004		\$58,300.00	\$32,020.00	\$0.00	\$0.00
TN37P036005		\$81,000.00	\$19,835.00	\$0.00	\$66,650.00
TN37P036007		\$72,900.00	\$97,950.00	\$0.00	\$33,250.00
TN37P036008		\$43,600.00	\$31,734.00	\$0.00	\$35,625.00
CFP Funds Listed for 5-year planning		\$678,215.00	\$678,215.00	\$678,215.00	\$678,215.00
Replacement Housing Factor Funds		N/A	N/A	N/A	N/A

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

Attachment K

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2006 PHA FY: 2006			Activities for Year: <u>3</u> FFY Grant: 2007 PHA FY: 2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PHA-Wide		\$48,706.00	PHA-Wide		\$50,751.00
Annual	TN036-001	Site improvements	\$4,000.00	TN036-001	Building exterior	\$700.00
Statement	TN036-001	Building exterior	\$17,350.00	TN036-001	Carpentry	\$10,800.00
	TN036-001	Doors	\$6,250.00	TN036-001	Kitchen renovations	\$2,170.00
	TN036-001	Windows	\$56,000.00	TN036-001	Mechanical	\$900.00
	TN036-003A	Windows	\$26,200.00	TN036-003A	Site improvements	\$2,175.00
	TN036-003B	Windows	\$19,400.00	TN036-003A	Building exterior	\$1,015.00
	TN036-004	Site improvements	\$8,500.00	TN036-003A	Electrical	\$11,750.00
	TN036-004	Building exterior	\$7,000.00	TN036-003A	Kitchen renovations	\$1,015.00
	TN036-004	Windows	\$42,800.00	TN036-003A	Mechanical	\$10,150.00
	TN036-005	Site improvements	\$4,000.00	TN036-003B	Site improvements	\$45,000.00
		Building exterior	\$32,900.00	TN036-003B	Doors	\$25,000.00
		Windows	\$44,100.00	TN036-003B	Electrical	\$8,750.00
	TN036-007	Building exterior	\$17,500.00	TN036-004	Bathroom renovations	\$2,310.00
		Windows	\$55,400.00	TN036-004	Electrical	\$20,750.00
	TN036-008	Site improvements	\$4,000.00	TN036-004	Kitchen renovations	\$1,960.00
		Building Exterior	\$31,250.00	TN036-004	Mechanical	\$7,000.00
		Windows	\$8,350.00	TN036-005	Site improvements	\$1,625.00
				TN036-005	Carpentry	\$3,000.00
				TN036-005	Doors	\$2,250.00
				TN036-005	Electrical	\$8,160.00
				TN036-005	Mechanical	\$4,800.00
				TN036-007	Site improvements	\$500.00
				TN036-007	Bathroom renovations	\$3,200.00
				TN036-007	Building exterior	\$5,250.00
				TN036-007	Carpentry	\$11,250.00
				TN036-007	Doors	\$6,750.00
				TN036-007	Electrical	\$5,600.00
				TN036-007	Kitchen renovations	\$9,300.00
				TN036-007	Mechanical	\$56,100.00
				TN036-008	Site improvements	\$3,000.00
				TN036-008	Building exterior	\$3,750.00
				TN036-008	Finishes	\$24,984.00
Total CFP Estimated Cost			\$433,706.00			\$351,715.00

Annual Statement/Performance and Evaluation Report

Attachment L

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part 1: Summary

PHA Name: Springfield Housing Authority	Grant Type and Number Capital Fund Program: TN43P03650104 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2004
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/ Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/04	<input type="checkbox"/> Final Performance and Evaluation Report	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0.00			
2	1406 Operations	\$109,000.00			
3	1408 Management Improvements	\$30,000.00			
4	1410 Administration	\$1,000.00			
5	1411 Audit	\$0.00			
6	1415 liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$117,000.00			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvement	\$0.00			
10	1460 Dwelling Structures	\$421,215.00			
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00			
12	1470 Nondwelling Structures	\$0.00			
13	1475 Nondwelling Equipment	\$0.00			
14	1485 Demolition	\$0.00			
15	1490 Replacement Reserve	\$0.00			
16	1492 Moving to Work Demonstration	\$0.00			
17	1495.1 Relocation Costs	\$0.00			
18	1498 Mod Used for Development	\$0.00			
19	1502 Contingency	\$0.00			
20	Amount of Annual Grant: (sum of lines 2-19)	\$678,215.00			
21	Amount of line 20 Related to LBP Activities	\$75,000.00			
22	Amount of line 20 Related to Section 504 Compliance	\$0.00			
23	Amount of line 20 Related to Security	\$0.00			
24	Amount of line 20 Related to Energy Conservation Measures	\$0.00			

Annual Statement/Performance and Evaluation Report

Attachment L

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Springfield Housing Authority		Grant Type and Number Capital Fund Program #: TN43P03650104 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: FY 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operating funds	1406	1	\$109,000.00				
PHA-Wide	Police patrols	1408	1	\$30,000.00				
PHA-Wide	Advertising	1410	1	\$1,000.00				
PHA-Wide	A&E fees	1430	1	\$35,000.00				
PHA-Wide	Clerk of the Works	1430	1	\$24,000.00				
PHA-Wide	Surveying	1430	1	\$10,000.00				
PHA-Wide	Agency Plan	1430	1	\$12,000.00				
PHA-Wide	Mod Coordinator	1430	1	\$36,000.00				
PHA-Wide	Vacant unit renovation	1460	1	\$198,635.00				
PHA-Wide	Floor tile replacement	1460	1	\$10,000.00				
TN036-001	Replace ductwork	1460	1	\$35,000.00				
TN036-002	Siding replacement	1460	1	\$75,000.00				
TN036-002	Replace ductwork	1460	1	\$36,580.00				
TN036-005	Tub surrounds, showers, faucets	1460	1	\$30,000.00				
TN036-005	Bathroom sinks, toilets and accessories	1460	1	\$30,000.00				
TN036-005	Bathroom GFIs	1460	1	\$6,000.00				

Annual Statement/Performance and Evaluation Report

Attachment L

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: Springfield Housing Authority		Grant Type and Number Capital Fund Program #: TN43P03650104 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: FY 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-Wide	06/30/06			06/30/08			
TN036-001	06/30/06			06/30/08			
TN036-002	06/30/06			06/30/08			
TN036-005	06/30/06			06/30/08			

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

Attachment L

PHA Name: Springfield Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN43P03650103 Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 06/30/2004 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	115,580	501.03	501.03	501.03
3	1408 Management Improvements	120,000	156,293.62	156,293.62	26,666.40
4	1410 Administration	1,000	659.42	659.42	568.22
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	78,000	159,185.50	159,185.50	79,001.55
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	2,500	4,106.53	4,106.53	4,106.53
10	1460 Dwelling Structures	255,000	246,654.90	246,654.90	10,680.00
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	7,500	0	0	0
13	1475 Nondwelling Equipment	0	12,179.00	12,179.00	12,179.00
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 Collateralization or Debt Service	0	0	0	0
20	1502 Contingency	0	0	0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$ 579,580	\$ 579,580.00	\$ 579,580.00	\$ 133,702.73
22	Amount of line 21 Related to LBP Activities	85,000	52,576.00	52,576.00	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	30,000	60,000.00	60,000.00	26,666.40
25	Amount of Line 21 Related to Security – Hard Costs	38,000	4,389.00	4,389.00	0

Annual Statement/Performance and Evaluation Report

Attachment L

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Springfield Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P03650103 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 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	Operating funds	1406	1	115,580	501.03	501.03	501.03	
PHA Wide	Hire Maintenance Personnel (2)	1408	1	90,000	96,293.62	96,293.62	0	In Process
PHA Wide	Police Patrol (COP)	1408	1	30,000	60,000.00	60,000.00	26,666.40	In Process
PHA Wide	Advertisement s	1410	3 Ads	1,000	659.42	659.42	568.22	In Process
PHA Wide	Resident Survey Costs	1430	1	8,000	20,750.00	20,750.00	14,730.00	In Process
PHA Wide	A&E Fees	1430	1	25,000	34,904.50	34,904.50	27,392.78	In Process
PHA Wide	Clerk of the Works	1430	1	12,000	24,000.00	24,000.00	7,000.00	In Process
PHA Wide	CFP Plan Preparation	1430	1	6,000	14,531.00	14,531.00	3,250.00	In Process
PHA Wide	Mod Coordinator	1430	1	27,000	50,000.00	50,000.00	16,146.27	In Process
PHA Wide	Drainage, Landscaping, Walks & Handrails	1450	1 L.S.	2,500	4,106.53	4,106.53	4,106.53	Complete
PHA Wide	Floor Tile Replacement (Asbestos)	1460	15 DU	10,000	22,500.00	22,500.00	10,680.00	In Process
TN036-02	Windows and Security Screens	1460	54 DU	113,000	123,189.00	123,189.00	0	In Process
TN036-02	LBP Siding Replacement	1460	54 DU	85,000	100,965.90	100,965.90	0	In Process
TN036-05	Bath Renovations	1460		34,000	0	0	0	Deleted
TN036-01	Roofs	1460	5 Bldgs	13,000	0	0	0	Deleted
PHA Wide	Maintenance Storage Bldg.	1470	1	7,500	0	0	0	Deleted
From 5-Year Plan								
PHA-Wide	Maintenance Vehicle	1475	1	0	12,179.00	12,179.00	12,179.00	Complete
PHA-Wide	Abatement Monitoring (LBP & Asbestos)	1430	LS	0	15,000.00	15,000.00	10,482.50	In Process
Total Program								
				\$579,580	\$579,580.00	\$579,580.00	\$133,702.73	

Annual Statement/Performance and Evaluation Report

Attachment L

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: Springfield Housing Authority		Grant Type and Number Capital Fund Program No: TN43P03650103 Replacement Housing Factor No:				Federal FY of Grant: FY 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	
TN036-02	06/30/05		06/30/04	06/30/07			
TN036-01	06/30/05		06/30/04	06/30/07			
TN036-05	06/30/05		06/30/04	06/30/07			
PHA-Wide	06/30/05		06/30/04	06/30/07			

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

Attachment L

PHA Name: Springfield Housing Authority	Grant Type and Number Capital Fund Program: TN43P03650203 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: FY 2003
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending: 6/30/2004 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	\$0.00	0	0	0
2	1406 Operations	\$24,413.00	0	0	0
3	1408 Management Improvements	\$0.00	0	0	0
4	1410 Administration	\$0.00	0	0	0
5	1411 Audit	\$0.00	0	0	0
6	1415 liquidated Damages	\$0.00	0	0	0
7	1430 Fees and Costs	\$0.00	0	0	0
8	1440 Site Acquisition	\$0.00	0	0	0
9	1450 Site Improvement	\$0.00	0	0	0
10	1460 Dwelling Structures	\$98,000.00	122,413.00	122,413.00	0
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00	0	0	0
12	1470 Nondwelling Structures	\$0.00	0	0	0
13	1475 Nondwelling Equipment	\$0.00	0	0	0
14	1485 Demolition	\$0.00	0	0	0
15	1490 Replacement Reserve	\$0.00	0	0	0
16	1492 Moving to Work Demonstration	\$0.00	0	0	0
17	1495.1 Relocation Costs	\$0.00	0	0	0
18	1498 Mod Used for Development	\$0.00	0	0	0
19	1502 Contingency	\$0.00	0	0	0
20	Amount of Annual Grant: (sum of lines 2-19)	\$122,413.00	122,413.00	122,413.00	0
21	Amount of line 20 Related to LBP Activities	\$25,000.00	0	0	0
22	Amount of line 20 Related to Section 504 Compliance	\$0.00	0	0	0
23	Amount of line 20 Related to Security	\$0.00	0	0	0
24	Amount of line 20 Related to Energy Conservation Measures	\$60,000.00	0	0	0

Annual Statement/Performance and Evaluation Report

Attachment L

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name: Springfield Housing Authority		Grant Type and Number Capital Fund Program #: TN43P03650203 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: FY 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	Operating funds	1406	1	24,413.00	0	0	0	Deleted
TN36-01	Roofing	1460	1 DU	1,000.00	4,476.00	4,476.00	0	In Process
TN36-02	Exterior Siding	1460	20 Bldgs.	25,000.00	0	0	0	Deleted
TN36-02	Windows	1460	15 Bldgs	60,000.00	51,197.00	51,197.00	0	In Process
TN36-03	Roofing	1460	5 Bldgs	6,000.00	22,580.00	22,580.00	0	In Process
TN36-05	Roofing	1460	4 Bldgs	6,000.00	21,180.00	21,180.00	0	In Process
	From 5-Year Plan							
TN36-02	Roofing	1460	5 Bldgs	0	22,980.00	22,980.00	0	In Process
Total Program				\$ 122,413.00	\$ 122,413.00	\$ 122,413.00	\$ 0	

