

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

# Richmond Redevelopment & Housing Authority Plans

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

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

**June 2, 2005**

## PHA Plan Agency Identification

**PHA Name:** Richmond Redevelopment and Housing Authority

**PHA Number:** VA007

**PHA Fiscal Year Beginning:** 10/2005

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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)

The mission of the Richmond Redevelopment & Housing Authority is to provide and preserve quality affordable housing, promote self-sufficiency, homeownership and independence among all of our housing residents, revitalize Richmond's neighborhoods and transform the quality of life to achieve common progressive goals of the Authority, the City, and our partners.

**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.**

**SEE RRHA GOALS: 1,5,6,7,8,9,12,13,15,16**

- 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) 75%**
- Improve voucher management: **(SEMAP score) 71%**
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices

## Objectives:

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

**HUD Strategic Goal: Improve community quality of life and economic vitality****SEE RRHA GOALS: 2,3,6,9,10,11**

- 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**

**SEE RRHA GOALS: 1,2,3,4,14**

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**

**SEE RRHA GOALS: 1,2**

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)**

*The following 5-Year Plan for fiscal years 2005-2009 has been updated as provided by the option available as stated in Notice PIH 2000-43(HA), Attachment A.*

**Goal 1: Provide a variety of housing options for low- to moderate-income persons in the City of Richmond in full compliance with all Equal Opportunity laws and regulations.**

Objectives:

1. Offer homeownership programs and market-rate single-family housing. **Ongoing**

2. Utilize smaller developments, such as Dove, Fulton, Bainbridge/Moody Street, and Afton to attract public housing eligible residents of various income ranges. **Ongoing**
3. Develop non-traditional funding streams including expanding public/private partnerships. **In planning stage**
4. Sustain public housing properties and Housing Choice Voucher/Mod Rehab (formerly Section 8) program. **Ongoing**
5. Apply for additional rental/homeownership vouchers, when available. **Still planned**

**Goal 2: Increase the level of communication between RRHA developments and adjacent neighborhoods by creating collaboratives, which focus on community safety and crime reduction and services that improve the quality of life.**

Objectives:

1. Develop joint meetings between tenant councils, the City's Neighborhood Teams Process, civic associations and other neighborhood groups by September 30, 2003. **Completed and Ongoing**
2. Facilitate joint problem solving between tenant councils, the City's Neighborhood Teams Process, civic associations on such issues as crime, support for neighborhood schools, enhancement of city services such as lighting, trash removal by September 30, 2003. **Completed and Ongoing**
3. Promote collaboration between public and private agencies (schools, churches, Boys and Girls Clubs, Scouts, Garfield, Social Services, Health Department) to develop inter-systems approach to improve the quality of life in public housing. **Ongoing**
4. Promote the adoption of this goal by the Richmond Tenants Organization and its member councils. **Ongoing**

**Goal No. 3: Empowerment of residents through their engagement as full partners in all facets of RRHA operations.**

Objectives:

1. Strengthening RTO leadership through training and exposure to state and national training opportunities. **Ongoing**
2. Increasing individual tenant council memberships by 50%. **Ongoing**
3. Increase resident input in decision and policymaking through empowerment. **Ongoing**
4. Develop training for leaders and residents, which focuses upon enhancing their skills and improving their technical knowledge of PHA regulations and policies. **Ongoing**
5. Implement memorandum of agreement with Richmond Tenants Organization and individual tenant councils by October 30, 2002. **Completed**

6. Develop resident leadership guide handbook to serve as a reference on such issues as resident elections, usage of tenant participation funds, partnering with RRHA, etc. **In Progress**

**Goal No. 4: Focus on self-sufficiency of residents as a priority.**

Objectives:

1. Increase the number of families enrolled in Family Self-Sufficiency to 300 by September 30, 2004. **Ongoing (Minimum of 50 per community due to staff reductions).**
2. Provide opportunities for education enhancement, training, work experience and job placement through the RRHA University. **Ongoing**
3. Market self-sufficiency opportunities to all assisted housing residents, including seniors. **Ongoing**
4. Retain current and attract potential residents with a sufficient occupancy period to enable them to become self-sufficient. **Ongoing**
5. Develop additional housing communities to serve as "step-up" housing to fair market rental and homeownership. **Ongoing**
6. Market homeownership as a component of new resident's orientation to public housing. **Ongoing**
7. Develop a long-range plan to provide the best standard of housing for seniors.

**Goal No. 5: Institute quality assurance mechanisms to ensure that all management operations meet the highest standard.**

Objectives:

1. Set critical performance standards for all facets of the authority's programs and monitor accordingly. **Ongoing**
2. Routinely solicit resident feedback on service quality. **Ongoing**
3. Maintain high quality of all units ensuring conformance to Uniform Conditions Standards (UPCS) through continuous improvements. **Ongoing**
4. Maintain a high level of professionalism in day-to-day management of all program components. **Ongoing**
5. Hire a customer service analyst by December 30, 2000. **Completed**
6. To improve automation in order to improve efficiency and accuracy in all areas in all departments including MLS replacement, replacement of old computers, implementation of a document imaging system, and building a wireless network. **Planning and/or implementation –Underway- See Progress Statement**

**Goal No. 6: Provide affordable housing stock in the community available to families with extremely low incomes, identified as a primary need in the City's Consolidated Plan.**

Objectives:

1. Enter into public/private partnerships to develop mixed finance rental property. **Underway**

**Goal No. 7: Strive to improve the community's perception of the Housing Choice Voucher Program (Section 8) and public housing.**

Objectives:

1. Develop and implement an outreach program to prospective landlords and community organizations. **Continuous outreach efforts**
2. Utilize the Public Affairs Office to develop promotional campaign to define the positive aspects of the Housing Choice Voucher (Section 8) Program and public housing. **Ongoing**
3. Offer two landlord briefing sessions annually to attract prospective landlords to the Housing Choice Voucher (Section 8) Program and to provide an update on program revisions and requirements to current landlords. **Completed/ongoing**
4. Solicit media support in promoting and publishing positive stories quarterly on public housing and its families. **Ongoing**

**Goal No. 8: Improve the quality of work in the housing authority's maintenance division and thereby improve tenants' level of satisfaction with maintenance and management operations.**

Objectives:

1. Create and implement a quality control unit by August 30, 2004. **Positions for the quality control unit have been eliminated due to budget reductions. One employee has been assigned the responsibility for checking all work performed by the vacancy crew.**
2. Create and implement a customer satisfaction component as a part of the quality control unit by August 30, 2004. **Completed**

**Goal No. 9: Strive to address the housing needs of the City of Richmond through identification of housing needs and implementation of marketing strategy.**

Objectives:

1. Develop a partnership with the City of Richmond, local community development corporations, Housing Opportunities Made Equal, and private developers to prepare and implement a marketing program to attract low-, moderate-, and middle-income families to take advantage of available, affordable housing opportunities by September 30, 2002. **Underway – See Progress Statement**
2. To develop mixed-income, multi-family and homeownership programs through Capital Improvement funds, CDBG, HOPE VI and other programs for low- and moderate-income families throughout the city. **Underway – See Progress Statement.**
3. Prepare application and seek community input to provide additional housing for another HOPE VI and other federal, state, and local initiatives. **Application has been submitted to HUD to use Replacement Housing Grant Funds to build 30 single family houses in Blackwell. See Progress Statement for additional activities.**

**Goal No. 10: Improve public awareness of the housing authority as a public service agency, which provides quality housing services to residents, and manages redevelopment efforts throughout the city.**

Objectives:

1. Prepare a Communications Plan by April 30, 2002, which will include tasks, schedules, and department responsibilities to support and promote the goals, accomplishments, and the services provided by RRHA. **Done and ongoing**
2. Develop a Customer Relations Plan by April 30, 2002, which will include strategies to improve customer service delivery, community relations, and promote the goals of RRHA. **Completed and ongoing**
3. Achieve a level of customer satisfaction that gives the agency the highest score possible on Public Housing Assessment System (PHAS). **Ongoing**
4. Remove all graffiti within 72 hours of discovering it by September 30, 2002. **Completed & Ongoing**
5. Achieve proper curb appeal for landscaping, keeping grass cut, making the properties litter-free by September 30, 2002. **Ongoing**
6. Become a more customer-oriented organization. **(Underway) Customer Service Line, Web Site Improvements and Ongoing staff training.**

**Goal No. 11: Improve the safety of public housing communities by increasing crime reporting by residents and staff and reducing the incidence of crime.**

Objectives:

1. Strengthen relationship with police department as outlined in memorandum of agreement, with emphasis on community policing. **Completed September 2001 & Ongoing**
2. Assist police with public safety campaigns by publishing and distributing flyers, regular police forums on crime and safety issues by March 30, 2001. **Completed & Ongoing**
3. Provide select residents with telephones (police line only) to assist in crime reporting by September 30, 2001. **Completed**
4. Document through database follow-up per each police report of incidents by September 30, 2001. **Completed & Ongoing**
5. Implement hotline for crime reporting by December 31, 2000. **Completed; joint venture with Richmond Crime Stoppers**
6. Security chief to facilitate coordinated anti-crime efforts by January 1, 2001. **Completed**
7. Support the Tenant Councils in reducing crime and improving communities by April 1, 2001. **Resident patrol in progress**
8. Develop tenant patrols in all housing communities by September 30, 2001. **Ongoing**
9. Reduce crime in its developments by 5% each year – 15% by September 30, 2004, and maintain security efforts in the elderly buildings. **Efforts continue to address crime.**

**Goal No. 12: Make available a listing offering a wide variety of housing options to participants in the tenant –based Housing Choice Voucher Program (Section 8).**

Objectives:

1. Develop a plan for submission of a demonstration homeownership program for Housing Choice Voucher Program (Section 8) participants by December 2002. **Implemented/Done October 2002.**
2. Achieve and maintain a lease-up rate no lower than 95% in the Housing Choice Voucher Program (formerly Section 8). **Completed/Ongoing**
3. Conduct inspections of all initial units within 15 days following the units being called in ready. **Completed/Ongoing**
4. Improve program management to attain a high-performer Section Eight Management Assessment Program (SEMAP) score. **Ongoing**

**Goal No. 13: Maintain RRHA's physical assets in a manner that results in good physical condition scores on HUD's PHAS inspection.**

Objectives:

1. Revise the Preventive Maintenance Program's operation to allow for an additional mini-Preventive Maintenance by April 1, 2001. **Completed**

**Goal No. 14: Market resident services programs and opportunities to increase the level of awareness of all residents.**

Objectives:

1. Promote programs through flyers, public service announcements, and other opportunities. **Ongoing**
1. Sample resident population to determine level of awareness of programs by August 2003. **To Be Done**
2. Utilize tenant patrols to publicize programs. **Efforts continue to revitalize the program.**
2. Develop brochures, posters and other visual aids utilizing RRHA real life success stories. **In Progress**  
increase awareness of resident services program by October 2003. **Ongoing**
3. Develop Family Self-Sufficiency (FSS) newsletter by November 2002. **Completed**
4. Support the Tenant Councils in increasing the level of awareness of all residents about services and programs. **Ongoing**
5. In conjunction with Communications create a marketing committee whose function will be to develop "out of the box" strategies to both outreach and engage our residents in services and programs. **In Progress**

**Goal No. 15 : Ensure RRHA remains fiscally responsible through a continual focus on enhancing the effective utilization of resources.**

Objectives:

1. The budget team will have the FY2005 budget in place by October 1, 2004 with subsequent budgets in place by September 1 of the preceding fiscal year. .  
**In process**
2. The management team will ensure resources are effectively managed by monitoring monthly and quarterly. **In process**
4. The operations team will complete and implement its revised policies and procedures manual by June 1, 2004. **In process**
5. The reporting team will have the FY 2004 audit and all subsequent audits completed by January 31 of the following fiscal year. **Preparations underway**

**Goal No. 16 : Improve system for purchase and distribution of materials and supplies.**

Objectives:

1. Implement a central warehouse operation by October 1, 2001, to lower the cost of materials and materials-handling. **Completed See Progress Statement**

**Brief Statement of Progress in Meeting Mission and Goals**  
**Outlined in the Five-Year Plan**

**Goal No. 1: Provide a variety of housing options for low- to moderate-income persons.**

Ongoing activities to meet objectives. A transitional housing program has been developed for Family Self-Sufficiency participants on Idlewood Avenue . All improvements have been completed with the exception of tool/storage houses and mailboxes. Plans are underway for development of other such communities.

Ninety-nine mixed-income rental apartments completed in Blackwell HOPE VI site and fully occupied by working families (50 public housing and 49 tax credit) with low and moderate incomes.

RRHA received a \$1 million grant for U. S. Department of Housing and Urban Development in January 2002 for a Housing Search Assistance Program to assist participants in partnership with Housing Opportunities Made Equal (HOME). Implemented May 2002. The program continues to assist HCV participants in locating housing.

**Goal No. 2: Increase communications among developments.**

Initiatives have started in Fairfield, Creighton/East End Civic Association, and Blackwell/Blackwell Civic Association. Currently, RRHA has a Memorandum of Agreement with the Departments of Health, Social Services, Juvenile Justice, and the Police. RRHA participates in the Work Force Investment Act Task Force, New Vision, New Ventures, Richmond Urban League, Richmond Career Advancement Center and numerous other public and private agencies.

RRHA is providing technical assistance to the Richmond Tenants Organization to apply for grants(s) to enhance their organization's capacity to provide leadership to their councils and to network collaborate/build partnerships with other agencies.

**Objective 3:**

RRHA continues to partner with numerous public and private agencies such as the Health Department, Boys and Girls Club, Garfield, and others to bring needed services to its communities and to improve the quality of life in public housing.

**Objective 4:**

The Richmond Tenants Organization (RTO) through its leadership training will be encouraged to develop and to implement at least three major goals.

### **Goal No. 3: Empower residents in RRHA operations.**

RRHA provides support, assistance, and resources to enhance the RTO annual meeting. Ongoing meetings are held with the RTO and individual tenant councils to create/open lines of communication and set expectations. A Memorandum of Agreement has been developed with all tenant councils and with the RTO.

#### Objective 1:

This past year, RRHA resident leaders attended a number of national training conferences to enhance their leadership effectiveness, including HUD's Public and Assisted Resident Leader Conference, the Youth Violence Prevention Workshop, the Neighborhood USA conference, BAHRO Leadership Training for residents, among others. RRHA will continue to research training and networking opportunities for residents.

#### Objective 2:

Assisted the RTO and individual councils to develop strategies to increase member attendance.

RRHA University Leadership Conference – planning conference for 2005-2006 that will provide leadership training to all tenant and advisory council officers.

RRHA University Tenant and Advisory Council Workshops – scheduled to coincide with the election of new officers.

#### Objective 5:

Memorandum of Agreement with individual tenant councils and with the RTO has been developed. Negotiation continues to finalize the document. **Memorandum of Agreements has been completed.**

#### Objective 6:

Resident Handbook has been developed in conjunction with the Richmond Tenants Organization – plans underway to be printed.

### **Goal No. 4: Focus on Resident Self-Sufficiency**

The goal of increasing the Family Self-Sufficiency Program (FSS) enrollment by 100 percent has been met. The program currently has 439 public housing and Housing Choice Voucher participants enrolled. A marketing program with the public affairs office is currently in progress. A Family Self-Sufficiency transitional housing program has been developed in the Randolph community and plans are underway for possible sites in the Fulton, Raven Street in Mosby, Oscar Stovall, the HOPE VI community, and The Townes at River South.

Objective 1:

We have surpassed our minimum requirements in both public housing and the Housing Choice Voucher Program (Section 8). Our numbers continue to increase monthly. RRHA currently has 468 participants in FSS in public housing and in HCVP.

Objective 2:

The RRHA University provides comprehensive employment and training services to residents of public housing and participants in the Housing Choice Voucher Program (HCVP). A variety of helpful resources are provided that offer learning opportunities that are current, job skill related and easily accessible. Residents and HCVP participants can obtain the skills and knowledge they need to stay current while maximizing their opportunities for employment. Residents and HCVP participants have the ability to direct their learning and create an individual career development path.

Services include: intake/assessment, work experience, job placement, employability skills, job fairs, employment counseling, and a variety of skills training. The agency's technical training laboratory has been expanded to include twelve workstations and up to date software. Training modules that are available in the laboratory include: the suite of Microsoft products, educational software and Money Smart, an adult education program created by the Federal Deposit Insurance Corporation (FDIC) to help adults enhance their money skills and create positive banking relationships. In addition, RRHA University provides an array of supportive services such as; uniforms, transportation assistance, books and supplies.

Each participant completes vocational and academic assessments during the intake process. An Individual Employment and Training Plan (IETP) is developed for each participant. The IETP serves as the participants' roadmap during their tenure in the program. RRHA University partners with city agencies, local colleges and universities, employers and other community organizations to provide these services.

Through the usage of Drug Elimination and HOPE VI funding, residents received skills in training as certified nurse's assistants and as cosmetologists.

Objective 3:

Residents Services staff to continue to hold monthly educational and self-enhancement workshops for FSS participants on such topics as budgeting, credit repair, homeownership opportunities and self-improvement. Staff continues to attend all Housing Choice Voucher Program (Section 8) briefings. The FSS newsletter "The Key" has been developed and distributed twice a year to all public housing households and placed in the HCVP office. The Housing Choice Voucher Program briefings include information to encourage and promote FSS participation. There were 143 active participants effective March 1, 2005 with 65 receiving escrow payments. Five FSS participants are receiving homeownership vouchers.

One participant has successfully completed the FSS program. There are 122 participants on the waiting list to enroll in the FSS program.

**Objective 6:**

Tenant Council offices have been created in all major housing communities, supporting council efforts to inform and educate their communities.

In 2004, thirty-eight former Blackwell residents (20 public housing, 18 Housing Choice Voucher) participate in FSS. One hundred sixty-one former Blackwell residents were enrolled in education and workforce training, and out of this number, 101 were employed. Due to various changes including reductions/changes in staffing assignments it is not known how many of the former Blackwell residents are now enrolled in FSS.

One hundred seventeen (117) families in the public housing Family Self-Sufficiency Program had escrow accounts in 2004. Currently there are 279 active participants in the FSS program with 112 receiving escrow payments. Meetings are held bi-monthly on various topics. Twenty-five youth and teens participated in the Summer Arts Project with local artists and VCU faculty in 2004.

RRHA has contracted with Richmond Urban League to help residents with credit repair services. Between March 2004 and February 2005 150 people received this service.

January – December 2004 – 5 of 11 public housing FSS graduates became

homeowners.

2 of 11 graduates started their own in-home childcare business.

In partnership with Richmond Public Schools and Resident Services staff Whitcomb Court has become an official on-site GED instruction location. To date 19 residents have enrolled in the classes.

**Goal No. 5: Institute quality assurance mechanisms.**

PHAS will be utilized as a mechanism for feedback for determining effectiveness in service delivery. One staff person has been assigned the responsibility for quality control on vacancy work. Maintain UPCS Standards (Uniform Conditions Standards). A customer service analyst was hired by December 30, 2000, meeting the stated objective as scheduled.

**Objective 6**

The current version of MLS will be replaced by October 1, 2005. Old computers have been identified and out of warranty computers that do not meet current technical requirements will be replaced by December 31, 2004. The document imaging system is scheduled to be completed by December 31, 2005. Multi-function copy machines will be replaced by August 31, 2004. A new wireless network is scheduled to be completed by December 31, 2004, which will make connections faster.

**Goal No. 6: Provide affordable housing stock.**

Ongoing activities. Also see report or progress for Goal No. 1.

**Goal No. 7: Improve community's perception of Housing Choice Voucher Program (formerly Section 8) and public housing programs.**

RRHA has been involved in providing community outreach, community meetings, and public briefings to potential landlords, programs/briefings for residents on how to be better tenants and working with the city to clean up privately-owned apartments. The Assisted Housing office is open 8:00 a.m. - 5:00 p.m. daily. A minimum of four landlord briefings will continue to be held annually (two for new/prospective landlords and two for existing landlords).

- Newsletters have been distributed to landlords and participants.
- Brochures have been updated.

**Goal No. 8: Improve the quality of maintenance operations.**

RRHA plans to implement a quality control unit by August 30, 2004 have been canceled due to budget reductions. One employee has been assigned the responsibility for checking all work performed by the vacancy crew. A customer satisfaction component for quality control has been completed.

**Goal No. 9: Identify and market housing strategies.**

Relationships continue to be developed to assist in broadening housing opportunities in the city and surrounding counties that will assist mixed-income families served by RRHA. A \$1 million grant that was received in January 2002 is being used to provide assistance to participants through the Housing Search Assistance Program in partnership with HOME.

Meetings were held with tenant council leaders of Mosby Court and Gilpin Court about revitalization in public housing areas in prior to the 2003 Agency Plan submission. Tenant council leaders met with residents to get their input on revitalizing housing. However, plans for revitalization of Mosby Court and Gilpin Court have been postponed until completion of a strategic plan and feasibility study, which will provide data that will assist in determining the continued use of public housing properties and the impact of various factors upon the properties.

RRHA has a number of projects that are either in the planning or preliminary stages of development throughout the city. Some projects are in partnership with private developers, non-profits or supportive of the City of Richmond efforts to address housing needs.

Neighborhoods in Bloom (NIB) continues to be the most progressive and focused neighborhood investment program the city of Richmond has seen in recent years. The program's philosophy is simple – to focus Richmond's neighborhood revitalization resources to achieve maximum impact and positive changes that are crucial to the future of our neighborhoods. Program objectives emphasize increasing homeownership to enhance community stability and attract private investment as keys to growth and sustainability. All of the following programs are supportive and complement the City's Neighborhoods in Bloom Program.

**Replacement Housing** Funds will be leveraged with other sources of funds to develop up to 30 single family homes in the Blackwell community. RRHA will provide technical services including architectural drawings and specifications. The program was approved by HUD in 2005.

**In Jackson Commons**, RRHA has entered into a development agreement with Jackson Commons Partnership, LLC (JCP). This partnership consists of Walker Row Partnership and Miller and Associates. JCP will develop 62 single-family homes and 26 multi-family senior housing units. The total investment for this project is estimated to exceed \$20 million. Construction is planned to begin in spring of 2005.

The **Tucker Cottage** –The Cottage was relocated to 701 Chamberlayne Parkway and then sold to Walker Row Partnership for Rehabilitation. The property will become single-family rental. The rehabilitation will be completed in the spring of 2005.

The **25<sup>th</sup> Street/Nine Mile Road** project will consist of the acquisition of 105 units, the demolition of 62 structures, and the relocation of 38 tenants and 9 property owners. RRHA will procure a developer for this site and transfer properties to the developer to construct commercial and single family residential structures. Funding source is through the City of Richmond and private funds. The project is scheduled for completion in December 2008.

In **Rose Corridor** -The city of Richmond has allocated funding for infrastructure development in this area. RRHA and CMN LLC executed a development agreement in October 2003, which also commits CMN LLC to build 30 houses in this area. RRHA will be responsible for land acquisition, relocation and construction management for infrastructure.

**Brookland Park Boulevard** - RRHA continued to cooperate with the City's Department of Economic Development in efforts to revitalize this commercial corridor.

A developer, selected by RRHA, is rehabilitating 15 E. Brookland Park Boulevard for office space.

**Fulton** - 32 single-family homes are planned as part of a HOPE VI development agreement with Health-E Communities. Construction should begin by May 2005.

In the **Randolph** community, several projects are underway that will complete the redevelopment of the neighborhood. In October 2003, RRHA executed a development agreement with Premiere Homes, LLC to build 70 new single-family houses. Construction began in the fall of 2004. RRHA is also working with Crute Construction to build 8 market-rate houses in the Randolph community.

**West Cary Street** - RRHA has focused on the redevelopment of the 1700 and 1900 blocks. RRHA executed development agreements with East-West Partners in January 2003 to develop townhouse-style condominiums in the 1700 block and commercial space in the 1900 block. Construction of the 1400 block is scheduled to begin in the spring of 2005.

**HOPE VI** - Other activities include the construction of 99 multi-family units in Phase 1 that were constructed in Blackwell and completed in 2000 and Phase 2 with 62 multi-family units were completed in December 2004. Single family houses will be constructed in Blackwell and several off-site areas: Blackwell – 188 houses to be completed in phases beginning in June 2005; Manchester/Randolph/Carver/Churchill/Jackson Ward – 65 houses to be completed by June 2006; Fulton – 25 houses to be completed by June, 2006; and Blackwell/Swansboro – 16 houses to be completed by June 2006.

**Non-HOPE VI** - In addition through efforts with Imani CDC 68 multi-family units and some retail/office space will be constructed in the Hull Street area with \$7 million in low-income tax credits from Virginia Housing Development Authority.

Other homeownership programs continue with the final stages of 5(h) programs in Carver (VA7-27) – 4 houses; Scattered Sites (VA 7-28) – 1 house; Scattered Sites (VA 7-30) – 10 houses; Scattered New Construction (VA 7-32) – 5 houses.

**Goal No. 10: Improve public awareness of RRHA programs.**

Program has been established to improve the physical image by removing graffiti from property within 72 hours and landscaping to create proper curb appeal and to improve the public perception of RRHA properties.

Objective 1: The following efforts continue to be implemented.

Development of Communications Plan and Customer Relations Plan are underway.

Communications efforts that are underway and ongoing include:

- RRHA resident newsletter - The Spirit. Published quarterly.
- RRHA video and audio public service announcements produced to promote agency awareness and self-sufficiency programs. Public affairs programming
- Public affairs programming appearances on local radio stations; public service announcements in local newspapers. Feature articles in local newspapers.
- Publication of RRHA calendar and other publications such as the “InFocus” newsletter and HOPE VI newsletter.
- Print advertisements in local newspapers.
- Speaking engagements and presentations to community organizations, social service organizations, schools and other partners and stakeholders.
- RRHA web site launched. Provides full overview of agency programs and services; e-mail address for customer inquiries.
- The distribution of the Housing Choice Voucher Program Newsletter bi-annually for participants and landlords is planned to be resumed for the summer, 2005. The last issue was distributed in March 2003.

Objective 6: The following efforts continue to be implemented. RRHA continues to design and implement operational improvements to enhance service delivery and become a more customer-oriented agency:

- ♦ RRHA provides a comprehensive training and development program for all staff including a Supervisory Academy for all managers and supervisors.
- Improved telephone systems and technology- Customer service line established and web site improvements
- Development of agency customer service philosophy.
- Development and implementation of customer service telephone standards.
- Development of Customer Service Saturday programs.
- Development of “Stargram” electronic newsletter for staff.
- ♦ Implemented Customer Service line –24-hour line and email system.

### **Goal No. 11: Improve safety in public housing communities.**

Established a hotline for residents on December 15, 2000. Other activities are ongoing to include attending meetings with resident patrols, coordinating information with other agencies and monitoring statistics to determine effectiveness of efforts.

Objectives:

1. Strengthen relationship with police department as outlined in memorandum of agreement, with emphasis on community policing. **Completed September 2001 and ongoing**
2. Assist police with public safety campaigns by publishing and distributing flyers, regular police forums on crime and safety issues by March 30, 2001. **Completed**
3. Provide select residents with telephones (police line only ) to assist in crime reporting by September 30, 2001. **Completed.**

4. Document through database follow-up per each police report of incidents by September 30, 2001. **Completed and ongoing**
5. Implement hotline for crime reporting by December 31, 2000. **Completed; joint venture with Richmond Crime Stoppers and continues**
6. Security chief to facilitate coordinated anti-crime efforts by January 1, 2001. **Completed**
7. Support the Tenant Councils in reducing crime and improving communities by April 1, 2001. **Resident patrol in progress and continues.**
8. Develop tenant patrols in all housing communities by September 30, 2001. **Completed**
9. Reduce crime in its developments by 5% each year – 15% by September 30, 2004, and maintain security efforts in the elderly buildings. **Efforts continue to address crime/ ongoing.**

**Goal No. 12: Make available housing options to Housing Choice Voucher Program (Section 8) tenants.**

RRHA has held landlord briefings and opened the application process to the public in 2003. Participants continue to be encouraged to lease outside of the city limits (Henrico, Chesterfield, Hanover). RRHA is working with Housing Opportunities Made Equal (HOME) to encourage participants to lease throughout the metropolitan area with grant funding in the amount of \$ 1 million for a 3-year period for the Housing Search Assistance Program. SEMAP and other training have been provided for staff to improve program management.

**Goal No. 13: Maintain public housing assets.**

RRHA had planned to establish additional preventive maintenance checks in August and September to prepare for HUD inspection. The original schedule would have been revised to a 10-month cycle. However, due to budget cuts it has become necessary to remove the plan objective to supplement the Preventive Maintenance Program with an exterior Preventive Maintenance crew.

The Preventive Maintenance Program's operation to allow for an additional mini Preventive Maintenance by April 1, 2001, has been done.

**Goal No. 14: Market resident service programs.**

Ongoing program to market programs. Brochures, posters, and other visuals are in the process of being developed. RRHA programs and services to increase awareness and generate more resident participation are being marketed through a media campaign created by resident services staff in conjunction with Communications. Memorandum of Agreement with tenant councils and the RTO has been developed.

Various marketing and communications projects have been completed to promote resident involvement and participation in resident activities and other programs.

- Launch of RRHA newsletter for residents – “The Spirit”. Published quarterly and distributed to each public housing residence and in other city facilities and newsstands.
- Creation of Family Self-Sufficiency Program newsletter, “The Key.”  
HOPE VI Self-Sufficiency Training Program:  
Video campaign; video and radio public service announcements; radio appearances on public affairs programming; articles published in local newspapers and agency newsletters.
- Family Self-Sufficiency Program  
Video campaign; video and radio public service announcements produced. Print advertisements designed and placed in local newspapers. Print public service announcements distributed and published.

Marketing and informational materials produced - flyers, posters, meeting notices, invitations, brochure, folder. Marketing materials produced for distribution.

- RRHA web site. Information regarding programs and services available for all audiences.

#### **Goal No. 15: Ensure fiscal responsibility.**

Improvements are underway and ongoing to improve forecasting and management activities. Improvements have been adapted to improve the budget process. Training for staff has been provided and continues on an on-going basis.

#### **Goal No. 16: Improve purchase and distribution of materials.**

Plans are underway to implement a central warehouse operation. **Done; fully staffed and managed.** The cost of materials has been lowered since the Purchasing Office has consolidated requirements for materials for all sites and purchases materials in volume. The frequency of re-orders has been reduced, which saves time for maintenance staff, central warehouse staff and purchasing staff. The inventory process was handled by central warehouse staff, which allowed maintenance staff to continue with maintenance duties without interrupting scheduled work. The procedures and professionalism of the inventory process helped to reduce the volume of work normally required by the auditors, which reduced another cost.

## 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** **2004 PHAS score – 75%**

#### **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.

Preparation of the Agency Plan has been completed as required by the Quality Housing and Work Responsibility Act of 1998 (QHWRA). Richmond Redevelopment and Housing Authority has continued a planning process as required by the U. S. Department of Housing and Urban Development (HUD) that incorporates the planning process formerly used for the Capital Fund Program (Comprehensive Grant Program). Many of the changes reflected in the QHWRA and the Agency Plan are responses to congressional mandates which compliment the changes RRHA implemented earlier- local options that are designed to encourage families to prefer employment. RRHA is still committed to promoting upward mobility and self-sufficiency for public housing residents by utilizing rent flexibility options provided under QHWRA. Examples are local preferences in the admissions policy and the \$1,000 or 10% employment income exclusion, other incentives designed to promote deconcentration, upward mobility and self-sufficiency of families and the option to pay a flat rent, which encourages family members to seek employment because the rent remains the same.

During the planning process under QHWRA, RRHA has identified the needs in the community and with the development of the Agency Plan RRHA has worked closely with the City of Richmond and the Resident Advisory Board in designing our plan to effectively respond to these needs. The Authority considers the planning process under QHWRA a continuation of an on-going and unique effort to identify needs in the community and to respond effectively to those needs. The Authority will continue to work closely with the City, our residents, other stakeholders and partners to refine the Agency Plan and to implement the Plan as approved by HUD.

A major initiative is the development of a strategic plan and a feasibility study, which will provide data that will assist in determining the continued use of public housing properties and the impact of various factors upon the properties. An approach for addressing capital needs funding gaps and a long-range plan will be developed as a part of the study. Revitalization, modernization and demolition decisions will then be based upon documented analysis and input from various sources, including interviews of residents. An initiative proposed in the 2003 Agency Plan, feasibility planning and applicable funding for redevelopment activities for Mosby Court South, has been postponed until completion of the study.

In addition to the strategic planning study a committee of staff, agency partners and elderly residents has been examining the housing and services that are provided for residents of RRHA elderly housing. The committee has reviewed RRHA elderly facilities and other subsidized and privately owned elderly housing facilities. The purpose of the Elderly Housing Committee is to develop a strategic action plan with recommendations on whether RRHA will continue to provide housing only for those who can live independently or whether RRHA will provide additional direct services for the elderly who are aging in place. Another issue being reviewed is whether RRHA will become a provider of additional direct services, develop and expand partnerships or take on the role as a broker of services for elderly services. Recommendations will be based upon available resources and funds.

The recommendations from the committee will become an additional resource to be included in the strategic planning process for the agency.

Other highlighted initiatives first proposed in the 2000 Agency Plan continue to be the Randolph/Idlewood and Small House Program-Maymont as a community to prepare Family Self-Sufficiency Program participants for homeownership. A grant funded under the Housing Search Assistance Program in the amount of \$1,000,000 has been used to implement a program that provides counseling and supportive services to residents applying for participation in the Housing Choice Voucher Program. Landlord outreach, marketing, counseling, credit repair and money management, housekeeping, fair housing issues, training opportunities, lease negotiations will be provided in partnership with HOME (Housing Opportunities Made Equal).

Several homeownership programs are planned for various areas of the city to address the housing needs of low, moderate and middle-income families. RRHA has submitted an application to utilize Replacement Housing Funds to develop 30 single-family houses in Blackwell. Other single family construction includes the following areas: Jackson Commons, 25<sup>th</sup> Street/Nine Mile Road, Rose Corridor, Blackwell, Manchester, Randolph, Carver, Church Hill and Swansboro. In addition, RRHA is involved in the redevelopment of two blocks on West Cary Street, which will include townhouse style condominiums and commercial space. The historical Tucker Cottage is scheduled to be relocated and sold for rehabilitation as rental property. In addition, HOPE VI funding will be used to construct 308 single-family homeownership units (188 on-site and 120 off-site). Additionally, RRHA's Rehabilitation Department has prepared designs and is securing financing for construction of up to 12 new single-family houses to complement the redevelopment in this neighborhood. Virginia Housing Development Authority will provide \$1 million in mortgage financing for the development of up to 15 single-family houses through its initiative call Sponsoring Partnerships And Revitalizing Communities (SPARC).

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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## Attachments

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

### Required Attachments:

- Attachment A - Section 8 homeownership statement (included in template, page 90)
- Attachment C - Admissions Policy for Deconcentration and Revised Template Question (included in template Plan attachment section, page 92)
- Attachment E - FY 2005 Capital Fund Program Annual Statement (va007a01) see page 44. To be submitted as an attachment.
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Attachment H - Implementation of Public Housing Resident Community Service Requirements (included in template attachment section, page 96).
- Attachment I - Pet policy (included in template Plan attachment section, page 100).
- Attachment J - Resident membership of the PHA governing board (included in template Plan attachment section, page 114).
- Attachment K - Membership of the resident advisory board (included in template Plan attachment section, page 114).
- Attachment L - Brief statement of progress in meeting mission and goals outlined in the Five-Year Plan (included in template Plan attachment section Page 116). (Also provided 5-Year Plan, page 11.)
- Attachment N – Component 10B Voluntary Conversion Initial Assessments, page 129.
- Attachment O - Replacement Housing Grant Funds FY 2004, page 133 and (va007h01) Budget to be Submitted as an Attachment. (To Be Updated Upon Receipt of Funding Amount for 2005 from HUD).
- 
- Attachment Q – Service Coordinators Program, page 64.

### Optional Attachments:

- Attachment M - PHA Management Organizational Chart (page 127)
- Attachment F - FY 2005 Capital Fund Program 5 Year Action Plan (va007b010) see pages 46. To be submitted as an attachment.
- Attachment G - Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Included in template Plan text, page 71.).
- Other (List below, providing each attachment name)  
Attachment B - Cockroach Infestation Policy (included in template Plan, page 42 and attachment section, page 91)
- P&E Reports –2001(va007c01), 2002(va007d01), 2003(va007e01), 2003-1(va007f01), 2004(va007g01).

### Supporting Documents Available for Review

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

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Income analysis of public housing covered developments	Annual Plan: Deconcentration
X	Initial assessment of conversion of public housing stock to tenant based assistance	Annual Plan

## **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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	14,918	5	5	3	2	3	5
Income >30% but <=50% of AMI	8,373	3	1	2	2	2	2
Income >50% but <80% of AMI	10,311	2	1	1	2	1	2
Elderly	9,437	5	3	2	2	1	4
Families with Disabilities	28,566	5	5	5	5	5	5
White	75,744	1	1	1	1	1	1
Black	113,108	5	5	5	5	5	5
Asian	2,471	4	4	4	4	4	4
Hispanic	5,074	3	3	3	3	3	3
Other	6,467	2	2	2	2	2	2

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 1999-2000, 1995 (includes 5-year plans), 2001-2002, 2002, 2003-2008
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset 1990, and 2000 census data and CHAS dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

Claritas Market Trend Report (Includes 2004 Projection)  
Analysis of Impediments to Fair Housing in the Richmond Metropolitan Area  
(1996)

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	Over 11,753 applications collected 5/29/03 - To be processed		348
Extremely low income <=30% AMI	9,895	84.19%	
Very low income (>30% but <=50% AMI)	1,859	15.82%	
Low income (>50% but <80% AMI)	-0-	-0-	
Families with children			
Elderly families	1,189	10.12%	
Families with Disabilities	644	5.48%	
White	74	0.08%	
Black	11,671	99.30%	
Asian	-0-	-0-	
Hispanic	33	0.28%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes: <b>Open application period between 5/19/03-5/29/03.</b></p> <p>How long has it been closed (# of months)? <b>Application deadline 5/29/03</b></p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p>			

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2,148		594
Extremely low income <=30% AMI	1,861	86.73%	
Very low income (>30% but <=50% AMI)	282	13.13%	
Low income (>50% but <80% AMI)	4	.19%	
Over limit for low income	1	.04%	
Elderly families	81	3.77%	
Families with Disabilities	131	6.10%	
White	101	4.70%	
Black	2,022	94.13%	
Asian	6	0.28%	
Hispanic	13	0.61%	
Indian or Alaskan	6	0.28%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	0	0	
1BR	1509	70.25%	
2 BR	404	18.81%	
3 BR	192	8.94%	
4 BR	43	2.00%	
5 BR			
5+ BR			

### Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)?  No  Yes The waiting list for one (1) bedroom units has been closed since May 2004 due to the large number of applicants on the list.

If yes:

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

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

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

### C. Strategy for Addressing Needs

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

Initial and later reports of the 2000 census data indicate that the population of Richmond has declined and the population of the surrounding counties continues to increase. After reviewing the 2000 census data and the CHAS data from 1990 and projected data, Richmond Redevelopment and Housing Authority's strategy of addressing needs will continue to focus upon the strategy used for the 2000, 2001, 2002, 2003 and 2004 Annual Plans.

The population of Richmond continues to decline with 197,790 recorded in the 2000 census. The population of Richmond had declined by 7% from 219,214 to 203,056 between 1980 and 1990 (Census Data). The percent of change from 1990 to 2000 was - 2.6%. Married couple households with school-age children have moved in large numbers from the city and the rapid growth of the surrounding counties has resulted in a concentration of the poor, especially minorities in the City's boundaries. Richmond's population in 1990 was 55% black, 43% white and 2% other ethnic groups. In 2000, the population included 57.2% black, 38.3% white, and 1.5% other ethnic groups. In 1990, low-income households made up 54% of the population, but for the metropolitan area 63% of all poor people lived in Richmond. However, the population of the city constituted only 23% of the metropolitan area population. In 2000, low-income households made up 57% of the population, but the population constituted only 25% of the population of the metropolitan area.

Despite a decrease in the population, the number of housing units in the City increased by 2,614 units between 1980 and 1990. Out of a total of 94,141 units in 1990, 85,337 were occupied, 46% owner occupied and 54% renter occupied. The decrease continued with the 2000 census reporting 92,282 housing units and 84,549 occupied households ( 1% decline). Out of the 84,549 occupied households, 42.27% are owner occupied and 49.35% are renter occupied. However, 30% or 28,242 of the total housing units were constructed prior to 1939, many are in need of repair with 13% or 12,521 being substandard. Within the extremely low-income group, 78% are renters with 70% paying more than 30% of their income for housing and 30% paying over 50% of their income. In 2000, households in the city were spending 27.4% of their income for rent compared to households in surrounding jurisdictions spending 24.13%. (Despite lower rents and more rental units, households in the city have a lower than average income.) Thirty-five (35%) of Richmond's households (85,337) are experiencing some type of housing problem due to overcrowding, inadequate units and cost-burdens.

The growth in female-headed households (2.4% increase and a 7.6% increase in those with children under age 18) and single person households have contributed to an increased demand for multi-family rental housing, especially low-cost and assisted housing. The percentage of married couple families declined 15.4% and the number with children under 18 declined 13.1%. Although the number of family households represents 51.6% of all households, there was a 6.7% drop in the number. The continued decline in population, especially married couples with children has contributed to a decline in homeownership (49.35% renter occupied). Since 54% of the overall housing stock is rental, the city's primary housing need is for homeownership opportunities for renters who need special assistance with the downpayment, closing costs, and other obstacles to move into homeownership. A tremendous demand exists for affordable housing and support services for the homeless, the elderly, persons with physical and mental disabilities and a regional continuum of housing with supportive services for persons with HIV/AIDS. There has been a 6.1% increase in the number of non-family households who makeup 48.4% of the total number of households.

**As a result of the above circumstances and as outlined in the Consolidated Plan, the City's priorities are:**

1. **Homeownership Opportunities** – To develop and strongly support programs which will provide rehabilitation and assistance to low- and moderate-income homeowners, and which provide homeownership opportunities for all ranges of income, especially for those earning at or below 80% of the Area Median Family Income.
2. **Decent and Affordable Rental Housing** – To develop and support activities which provide decent and affordable rental housing for all income ranges, especially for low- and moderate-income residents.
3. **Housing for Persons with Special Needs** – To continue to support safe and affordable housing opportunities and necessary support services to special needs populations, including the elderly, persons with disabilities, the homeless and persons with HIV/AIDS throughout the Richmond metropolitan area.
4. Other priorities include: Economic Development, Public/Human Services, Public Safety, Public Facilities, and Planning (and Administration).

Richmond Redevelopment and Housing Authority (RRHA) will be supportive of the City's priorities by focusing upon a strategy that emphasizes the development of homeownership opportunities, decent and affordable rental housing to serve families as they become self-sufficient and housing for persons with special needs who can live independently.

However, RRHA supports the other priorities of the City through various programs and services that provide a means for improving the quality of life and addressing needs that encourage growth and upward mobility. RRHA recognizes that achieving homeownership, securing decent and affordable housing and obtaining safe and affordable housing is contingent upon meeting many needs of individuals and families. Needs must be met to have an adequate income, to obtain training and education to acquire employment or achieve other goals, to achieve stability and well-being within the household, to have access to recreational opportunities and other areas that promote a healthy environment.

The RRHA Agency Plan is consistent with the Consolidated Plan of the City of Richmond as evidenced by several goals identified in the five-year plan, and strategies and proposed activities of the annual plan:

1. Specifically, RRHA will focus upon **homeownership opportunities** by developing partnerships to establish special financing mechanisms to assist low-income families to purchase homes and assist low-income homeowners with special rehabilitation financing. RRHA will implement affordable housing opportunities and develop mixed-income programs through HOPE VI, single-family homeownership and market-rate mixed income and market-rate single family housing. A homeownership program for the Housing Choice Voucher (Section 8) participants has been developed. The activities for Randolph/Idlewood and the Small House Program-Maymont for qualified Family Self-Sufficiency Program participants assists public housing families to transition/prepare for homeownership opportunities. Training for participants includes homeownership education and counseling, credit and budgeting, money management, basic banking, landscaping, preventive maintenance, and homebuyer's education.
2. Additional goals are consistent with the Consolidated Plan's priorities for **decent and affordable rental housing**. With goals that focus upon providing a variety of housing options for low-to moderate income persons, RRHA will support the city's priority

through the development of non-traditional funding streams including expanding public/private partnerships to develop mixed finance rental property and distributing listings that will expand housing options to tenant-based Housing Choice Voucher (Section 8) participants. RRHA will continue to maintain public housing and the Housing Choice Voucher (Section 8) program and undertake measures to ensure access to affordable housing among families assisted by RRHA. New opportunities for residents are available through the Housing Search Assistance Program funded by HUD to provide counseling and supportive services to Housing Choice Voucher participants. The outlook for the development of quality, affordable rental housing is dependent on tax incentives for investors and on increased rental subsidies and programs from HUD.

3. The priority for **housing for persons with special needs** will be addressed through housing and services that are provided for the elderly and disabled who are able to live independently. However, a major goal of the Agency Plan focuses upon self-sufficiency as a priority to provide referrals to support systems such as education and training, socioeconomic, recreation and other social service needs. RRHA will carry out modifications needed in public housing based on Section 504 Needs Assessment and affirmatively market to non-profit agencies that assist families with disabilities.

#### **4. The other priorities of the City are addressed through programs and Services:**

**Economic Development:** Training for staff and residents is provided through the agency's comprehensive training and education program, RRHA University. In addition, the Community Development Department of RRHA provides support through various development and redevelopment activities in conjunction with the City and others.

**Public and Human Services:** RRHA provides opportunities for RRHA youth employment, referrals to various agencies for services,

including substance abuse treatment and counseling, and recreational and other programs, such as Boys and Girls Club that support the City's strategies for youth services and family services.

**Public Safety:** With the focus upon safety and security, RRHA seeks to provide assistance to the efforts of the City through the employment of a Public Safety staff in family and elderly properties. Through a supportive partnership with the Richmond City Police Department, RRHA staff provides assistance and information and coordinate efforts to address crime problems in the communities. RRHA Public Safety staff provide information and training for residents and has been established a Crime Hot Line for resident usage and developed Resident Patrols in some public housing community. All of these efforts support the City's strategies for crime prevention, community policing and addressing problems with drug related violence.

**Public Facilities:** Understanding the need to provide facilities that offer space for various programs and services, RRHA maintains space for community activities in each community, including small communities, provides office space for the Tenant Council in each community, operates the Calhoun Family Investment Center in Gilpin with an indoor pool and facilities that available for all residents, including space for non-resident service-providers who provide services for residents or others who can contract/lease space for other purposes, and operates the RRHA University, a comprehensive training and education program for residents and staff. In addition, RRHA seeks to continuously improve and maintain all properties through normal operating funds and through the Capital Fund Program. Through all of these efforts and others, RRHA supports the City's strategies for recreational facilities and programs and maintenance of properties.

**Planning and Administration:** Through a review process that includes planning with the City and other partners, RRHA seeks to plan and to better utilize funds in order to improve services and programs that will benefit residents, Housing Choice Voucher participants and others.

RRHA supports the City's strategies in the areas of planning, marketing, promoting cooperation, allocating resources and coordinating services.

**(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)

Transportation and medical insurance cost would be considered as an exclusion.

**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) Pursue feasibility and funding opportunities for conversion to assisted living program for qualified elderly and disabled.

**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.

<b>Financial Resources: Planned Sources and Uses October 2005 – September 2006</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 grants)</b>		
a) Public Housing Operating Fund	16,523,722 (1)	
b) Public Housing Capital Fund	7,140,477 (2)	
c) HOPE VI Revitalization	5,964,119 (3)	
d) HOPE VI Demolition	-0- (4)	
e) Annual Contributions for Section 8 Tenant-Based Assistance	20,951,235 (5)	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	Included in capital fund	
g) Resident Opportunity and Self-Sufficiency Grants	-0-	
h) Community Development Block Grant	-0-	
Other Federal Grants (list below)		
Housing Search Assistance Program	194,445 (6)	In accordance with application
<b>2. Prior Year Federal Grants (unobligated funds only)</b>		
Capital Funding Program	8,625,803 (7)	In accordance with application
<b>3. Public Housing Dwelling Rental Income</b>	8,327,256 (1)	Facility Maintenance
<b>4. Other income</b>	<b>-0-</b>	

<b>Financial Resources: Planned Sources and Uses October 2005 – September 2006</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>5. Non-federal sources</b>		
Interest income	-0-	
Miscellaneous	-0-	
<b>Total resources</b>	\$67,727,057	

- (1) Based on Operating Subsidy
- (2) Based on prior year funding
- (3) Based on \$26,964,119 (entire grant). Grant expires 6/30/05. Total projected expenditures through 6/30/05 – approximately \$21,000,000. Grant extension will be requested to cover unused fund (\$5.9 million).
- (4) Completed.
- (5) Based on fully funded HCV Program for the entire year.
- (6) Based on Housing Search Assistance Program approved funding.
- (7) Based on unobligated funds as of 1/31/05.

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

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

When applicable number comes up on waiting list for specific family.

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

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

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

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

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

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

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

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

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

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

**PHA Administrative Office Annex – Tenant Selection Office**

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

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

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

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

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

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

**(3) Assignment**

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

- One  
 Two  
 Three or More

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

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

**(4) Admissions Preferences**

## a. Income targeting:

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

## b. Transfer policies:

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

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

## c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

## Former Federal preferences:

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

Other preferences: (select below)

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

**Richmond Redevelopment and Housing Authority Preferences**

**These preferences are established, in the following order, for the selection of families:**

1. Involuntarily displaced.
2. Working families paying more than 50 percent of their income for rent **and** living in substandard housing as defined by the City Code Enforcement Office ( disabled, handicapped, and elderly families will be given priority in this category without the work requirement.
3. Working families paying more than 50 percent of their income for rent **or** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement.
4. Families who are paying more than 50 percent of their income for rent **and** living in substandard housing as defined by the City Code Enforcement Office.
5. Families who are paying more than 50 percent of their income for rent **or** living in substandard housing as defined by the City Code Enforcement Office.
6. Working individuals who are paying more than 50 percent of their income for rent **and** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement).
7. Working individuals who are paying more than 50 percent of their income for rent **or** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement).
8. None of the above.

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

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

**(6) Deconcentration and Income Mixing** (See attachment C) p. 92

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

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

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

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

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

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

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

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

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

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

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

## B. Section 8

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

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

### (1) Eligibility

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

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

### **Income Requirement**

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)

### **Eviction; Damage to rental units and forwarding address**

**(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)

**PHA Main Administrative Office Annex****(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:

Extenuating circumstances such as hospitalization or family emergency for an extended period of time, which has affected the family's ability to find a unit within the initial sixty-day period. Verification is required.

The Authority is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the Authority, throughout the initial sixty-day period. A completed search record is required.

The family was prevented from finding a unit due to disability accessibility requirements or large size (3 and above) bedroom unit requirement. The Search Record is part of the required verification.

The Authority extends in one-month increments. Unless approved by the assistant director for assisted housing or the leased housing program manager, no more than 1 extension of 30 days or less will be granted and could be granted up to 180 days with documentation and a review by the Assistant Director for Assisted Housing.

**(4) Admissions Preferences**

## a. Income targeting

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

## b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance?

(other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

## Former Federal preferences

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

## Other preferences (select all that apply)

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

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

## Former Federal preferences

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

## Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

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

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

- Through published notices  
 Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

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

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

##### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

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

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

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

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

Hardship Exemption Policy - Long/short-term hardship can include temporary or permanent loss of income, death of family member with wages, with supporting documentation.

c. Rents set at less than 30% of 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:

- a. Flat rent or 30% option - family's choice.
- b. Minimum rent (\$50) will be assessed based on proven need or circumstances.

### Flat Rent Schedule

Bedroom Size	0	1	2	3	4	5	6
Rents	380	409	440	473	509	547	588

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 (**any amount up to \$1,000 a year/household**)
- 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 (**not more than \$300 annually**)
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

**Child Support; 10% deduction of earned income up to \$1,000.**

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

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

## **(2) Flat Rents**

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)  
U. S. Department of Housing and Urban Development - published FMRs (Fair Market Rents)

## B. Section 8 Tenant-Based Assistance

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

### (1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

Hardship Exemption Policy in Section 8 Administrative Plan

**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)

Information available for public review in RRHA Admissions and Continued Occupancy Policy and Section 8 Administrative Plan and other supporting documentation for the Agency Plan.

**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 (see Attachment M, page 127).  
 A brief description of the management structure and organization of the PHA follows:

## B. HUD Programs Under PHA Management

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	4,048	742
Section 8 Vouchers	2,287	250
Section 8 Certificates	25	-0-
Section 8 Mod Rehab	584	96
Special Purpose Section 8 Certificates/Vouchers (list individually)	181	2
Public Housing Drug Elimination Program (PHDEP)	0	
Other Federal Programs(list individually) Family Self-Sufficiency Program (PHA and HCVP)	468	55
Public Housing Services Coordination Program Resident Opportunity and Self-Sufficiency	623 Elderly Buildings 560 Elderly in Family Communities	40

## 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)

- Public Housing Admissions and Occupancy (A & O) Policy
- Public Housing Deconcentration and Income Mixing Policy
- Public Housing Rent Determination Policies (See A & O) Policy
- Schedule - Flat Rents (See A & O Policy)

- Public Housing Management and Maintenance Policy/Plan (Cockroach Infestation)

**Cockroach Infestation Policy**

**ROACH ERADICATION**

*RRHA has a two pronged approach to pest control including roach eradication consisting of a program of baiting and spraying and an education program for residents.*

**BAITING AND SPRAYING**

RRHA has a 3-person team in its pest control unit. The team baits 4,048 units 4 times a year alternating the types of bait on an annual basis. When poor housekeeping is a part of the problem with roach infestation it is reported to management who in turn counsels the tenant and when necessary sends them to a training session designed for poor housekeepers. In extreme cases of heavy infestation sprays are utilized. However this is utilized only if absolutely necessary because of inherent danger in the use of sprays.

The team also responds to tenant requests on Friday of every week. This averages 48 units per week.

- Public Housing Grievance Procedures
- Approved/Submission Public Housing Homeownership Program
- Cooperative Agreement PHA and TANF Agency
- Family Self-Sufficiency Action Plan
- Pet Addendum

- (2) Housing Choice Voucher Program (Section 8) Management: (list below)

**Housing Choice Voucher Program Administrative Plan**

(The HCVP Administrative Plan will be available through the local public library and a copy is available at 918 Chamberlayne Parkway in the Assisted Housing Office.)

## **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.

Available in Agency Plan supporting documentation.

### **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:

RRHA Tenant Grievance Procedure

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. Housing Choice Voucher Program (Section 8) Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

Informal Review and Hearing Procedures

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)  
 Assisted Housing Office - 918 Chamberlayne Parkway

## **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 E or (va007a01)**

-or-

(See next page)

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

## **Attachment E**

### **PHA Plan Table Library**

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

#### **Annual Statement**

To be submitted as an **Attachment (va007a01)**.

**(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 F (va007b01)**

-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).

**Attachment F (va007b01).**

To be submitted as an attachment.

## **Attachment F**

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

To be submitted as an attachment (va007b01)

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

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

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

1. Development name: Blackwell
2. Development (project) number: VA-36-P007009-2
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:

Revitalization activities have been postponed until after a Strategic Planning and Feasibility/Physical Needs Assessment has been completed. The assessment will provide five, ten, and twenty year plans, and a data base of the existing conditions and improvements for RRHA public housing properties. The outcome of the strategic planning and study will provide documentation and input that will be used to determine future revitalization activities.

- 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:
- Blackwell-161 multi-family units and 308 single family homeownership units. The 308 single family homeownership units include the following: There will be 188 units on site and 120 units off-site. Non-Hope VI funds will be used to develop 60 market-rate units in Blackwell as well as a minimum of 68

multifamily units on Hull Street. RRHA is proposing to develop between 25 to 40 single-family units in Blackwell using HUD replacement funds for development, construction and supplemental mortgage financing. Some Capital Funds may be leveraged to complete the program.

- 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:

It was stated in the 2003 Agency Plan that RRHA had been engaged in feasibility planning and funding opportunities for redevelopment activities for Mosby South. Revitalization of Mosby Court has been postponed until after completion of the Strategic Planning Services and Feasibility Study of public housing properties. Feasibility planning and funding opportunities will be explored to develop a pilot assisted living program. However, activities will be delayed until completion of the Strategic Planning Services and Feasibility Study. See Replacement Housing Grant Funds Annual Statement – Attachment O. To be updated upon receipt of funding amount for 2005. An application to utilize the Replacement Housing Funds that were received for FY2000, FY2001, FY2002 and FY2003 was submitted to HUD on April 14, 2004 requesting approval to construct 30 single-family houses for homeownership in the HOPE VI Blackwell community.

## **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.

**The following revitalization activities have been postponed until the Strategic Planning And Feasibility Study /Physical Needs Assessment has been completed. The assessment will provide five, ten, and twenty year plans, and a data base of existing conditions and improvements for RRHA public housing properties. The outcome of the strategic planning and study will provide documentation and input that will be used to determine future revitalization activities for all RRHA properties.**

RRHA is initiating a process to provide residents with information and to discuss planning for Mosby South, which includes 106 units. All Mosby households will be eligible for self-sufficiency training, which will be provided to prepare residents for future opportunities for employment, homeownership, and other programs. RRHA may pursue demolition and disposition activities that will permit redevelopment with single-family homeownership and market-rate mixed income and multifamily units that are compatible with other city and private initiatives in the area.

## 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name	Blackwell
1b. Development (project) number:	VA-36-P007009-2
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
2. Application status (select one)	Approval Demolition- 20/10/1998 Approval Disposition- 27/12/1999 Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	20/10/1998
5. Number of units affected:	440
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	Demolition start: 28/02/1999 Disposition: 27/07/1999 a. Actual or projected start date of activity: 15/01/1998 b. Projected end date of activity: 30/06/2006

<b>Demolition/Disposition Activity Description</b>	
1a. Development name	25 <sup>th</sup> Street/Nine Mile Road
1b. Development (project) number:	<b>N/A City and Private Funding</b>
2. Activity type:	Demolition <input checked="" type="checkbox"/> <b>62 structures (privately owned to be acquired)</b> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approval Demolition- <b>N/A City and Private Funds</b> Approval Disposition- Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<b>N/A</b>
5. Number of units affected:	105
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	Demolition start: 01/12/2004 Disposition: 31/12/2007 a. Actual or projected start date of activity: 30/09/2003 b. Projected end date of activity: 31/12/2008

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

[24 CFR Part 903.7 9 (i)]

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

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

### 2. Activity Description

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

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

#### **See Attachment N , page 129**

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

#### 2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other

than conversion (select one)

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

*Assessment is underway*

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

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

## 11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

### A. Public Housing

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

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

### 2. Activity Description

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

<b>Public Housing Homeownership Activity Description</b> (Complete one for each development affected)	
1a. Development name:	<b>Carver</b>
1b. Development (project) number:	<b>VA 7-27</b>
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" 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:	<b>17/11/1988</b>
5. Number of units affected:	<b>4</b>
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description</b> (Complete one for each development affected)	
1a. Development name: <b>Scattered Sites</b>	
1b. Development (project) number: <b>VA 7-28</b>	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" 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:	<b>18/01/1990</b>
5. Number of units affected: <b>1</b>	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description</b> (Complete one for each development affected)	
1a. Development name: <b>Scattered Sites</b>	
1b. Development (project) number: <b>VA 7-30</b>	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" 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:	<b>26/07/1999</b>
5. Number of units affected: <b>10</b>	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	<b>Scattered Sites- new construction</b>
1b. Development (project) number:	<b>VA 7-32</b>
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" 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 checked="" 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:	<b>26/07/1999</b>
5. Number of units affected:	<b>5</b>
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	<b>Blackwell, Manchester, Randolph, Carver, Church Hill, Jackson Ward, Blackwell/Swansboro, Fulton</b>
1b. Development (project) number:	<b>VA <del>3RD007</del> 197</b>
2. Federal Program authority:	<input checked="" type="checkbox"/> HOPE VI Single Family <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 checked="" 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:	<b>29/03/2002</b>
5. Number of units affected:	<b>Total – 308 (Blackwell- 188), Manchester/Randolph/Carver/Church Hill/Jackson Ward - 65), (Fulton – 25) (Blackwell/Swansboro – 16)</b>
6. Coverage of action: (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name: <b>Replacement Housing Fund - Blackwell</b>	
1b. Development (project) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <b>N/A</b>	<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
5. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<b>14/04/2004</b>
5. Number of units affected: <b>30</b>	
6. Coverage of action: (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name: <b>Jackson Commons</b>	
1b. Development (project) number: <b>N/A - City and Private Development Funds</b>	
2. Federal Program authority:	<input type="checkbox"/> HOPE Single Family <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) <b>N/A</b>	<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
6. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<b>N/A City and Private Development Funds</b>
5. Number of units affected: <b>62 Single Family and 26 Multi-family senior units</b>	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	<b>Rose Avenue Corridor</b>
1b. Development (project) number:	<b>CDBG and City Funds</b>
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<b>N/A City/Neighborhoods in Bloom</b> <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
7. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<b>N/A</b>
5. Number of units affected:	<b>30 Single Family houses</b>
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	<b>West Cary Street (1700 &amp; 1900 Blocks)</b>
1b. Development (project) number:	<b>City Funds, CDBG and Private Funds</b>
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)	<b>N/A City Funds, CDBG and Private Funds</b> <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
8. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<b>N/A City, CDBG and Private Development Funds</b>
5. Number of units affected:	<b>up to 50 condominiums</b>
6. Coverage of action: (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name: <b>Randolph Market-Rate Homes</b>	
1b. Development (project) number: <b>N/A</b>	
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) <b>N/A Private Funds</b>	<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:	<b>N/A</b>
5. Number of units affected: <b>8 single family houses</b>	
6. Coverage of action: (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name: <b>Randolph</b>	
1b. Development (project) number: <b>Private Funds</b>	
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) <b>N/A Private Funds</b>	<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
3. Date Homeownership Plan/Program approved, submitted, or planned for submission:	<b>N/A Private Development Funds</b>
5. Number of units affected: <b>70 single family houses</b>	
6. Coverage of action: (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	<b>Fulton</b>
1b. Development (project) number:	<b>VHDA mortgage financing- SPARC</b>
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<b>N/A SPARC FUNDS</b> <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:	<b>N/A</b>
5. Number of units affected:	<b>32 single family houses</b>
6. Coverage of action: (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	<b>Housing Choice Voucher Homeownership Program</b>
1b. Development (project) number:	<b>N/A</b>
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input checked="" 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:	<b>01/02/2003</b>

5. Number of units affected: **Currently 22 participants – number will increase as HCVP participants enroll in the program**
6. Coverage of action: (select one)
- Part of the development
- Total development

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Housing Choice Voucher (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: Section 8 Homeownership Program

- a. Size of Program: 25 participants by September 30, 2004

- 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:

Family Self-Sufficiency participants

## **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.

**See Attachment H, Implementation of Public Housing Resident Community Service Requirement, page 96.**

Information also available in Agency Plan supporting documentation.

## 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? 01/11/2000

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

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

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

### (1) General

#### a. Self-Sufficiency Policies

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

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

#### b. Economic and Social self-sufficiency programs

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

skip to sub-component 2, Family Self Sufficiency Programs.  
The position of the table may be altered to facilitate its use. )

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
RRHA University 200 East Hospital Street Individual Assessments and Plans, Work Experience, Employment Assistance, and Educational, Financial, Vocational, Computer Skills Training	250	Waiting list  Referrals	RRHA University Training Center	Public Housing & Housing Choice Voucher Participants
Service Coordinators Program	623	Referrals	Service Coordinator Program in RRHA elderly buildings	Public housing
Service Coordinators Program	560	Referrals	Service consultation for 560 elderly in RRHA family communities	Public Housing

### **Attachment Q Service Coordination Program**

In compliance with regulations – PIH2003-22 (HA) issued September 11, 2003, Guidance on Methods and Schedules for Calculating Federal Fiscal Year (FFY) 2004 Operating Subsidy Eligibility and Issuance of Local Inflation Factors. PHAs that previously received funding under the ROSS program will now receive operating subsidy to fund the Elderly/Disabled Service Coordinator program. As required PHAs that received previously funding under the ROSS program must be included in the PHA Plan. As provided under the new requirements, the funding subsidy for the Service Coordination Program will be submitted with the Calculation of the Operating Subsidy, Part D, Line 3 of the form HUD-52723.

### **RRHA Service Coordinators' Program**

The RRHA Service Coordinators' Program provides coordination and linking to community services for the 623 elderly residents living in nine RRHA elderly buildings. The service includes information and referrals, case management, resource development and other program activities as requested by the residents. The service coordinators give priority service to those elderly who are frail, at risk or disabled and

are in danger of losing their housing if they do not have the appropriate supportive services. Four service coordinators with service assistants maintain offices in the elderly communities located throughout the city. Services consultation is also provided to Resident Services staff, which serves 560 elderly in RRHA family communities. Originally the Service Coordination Program was funded through the ROSS grant. With the expiration of funding under the ROSS grants the major budget costs will be funded through the Operating Budget.

## **(2) Family Self Sufficiency programs**

### a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	69	279(28/02/2005) 325(29/02/2004) 238(30/05/2003) 221(31/12/2002)
Section 8	44	143(01/03/2005) 123(29/02/2004) 97(30/05/2003) 81(31/12/2002)

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**

See Attachment H, Implementation of Public Housing Resident Community Service Requirement, page 96.

### **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.

Information available in supporting documentation for the Agency Plan.

#### **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)

Creighton	VA 36P007005
Fairfield	VA 36P007007
Gilpin	VA 36P007001, VA 36P007002, and VA 36P007009
Mosby	VA 36P007008

Hillside	VA 36P007002
Whitcomb	VA 36P007008
Fay (1202 North 1st)	VA 36P007009
Afton	VA 36P007023

**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)

Gilpin	VA 36P007001
Gilpin	VA 36P007002
Gilpin	VA 36P007009
Hillside	VA 36P007004
Creighton	VA 36P007005
Whitcomb	VA 36P007006
Fairfield	VA 36P007007
Mosby	VA 36P007008
Fay Towers	VA 36P007009
Dove	VA 36P007012
Bainbridge/Moody	VA 36P007015
Randolph/Idlewood	VA 36P007020
Fulton	VA 36P007021
Afton	VA 36P007023

**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) ( 1 police 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
- Gilpin VA 36P007001
- Gilpin VA 36P007002
- Gilpin VA 36P007009
- Hillside VA 36P007004
- Creighton VA 36P007005
- Whitcomb VA 36P007006
- Fairfield VA 36P007007
- Mosby VA 36P007008
- Fay Towers VA 36P007009
- Dove VA 36P007012
- Bainbridge/Moody VA 36P007015
- Randolph/Idlewood VA 36P007020
- Fulton VA 36P007021
- Afton VA 36P007023

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

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename:

**The Public Housing Drug Elimination Program is no longer funded through a separate application. Funds are eligible for allocation in the Capital Fund Program.**

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

[24 CFR Part 903.7 9 (n)]

(See Attachment I, page 100)

## **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? 3
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? 1
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.

Study to be completed as required by regulations.

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:

A Strategic Planning Services and Feasibility/Physical Needs Assessment will be completed to provide five, ten, and twenty plans based upon the collection of information including input from residents, and the development of a data base of the condition and improvements for RRHA public housing properties. The outcome of the strategic planning and study will provide documentation and input that will be used to make decisions and to determine future revitalization activities.

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)  
 Provided below:

#### **ATTACHMENT G**

### ***Responses to Comments at the Public Hearing on the Agency Plan on May 4, 2005***

***Individuals present at the public hearing were invited to ask questions and to provide comments on the Agency Plan following a presentation by staff. The public was informed that a written response would be provided for all questions/comments and that a copy of the transcript of the hearing would be mailed to anyone who registered for a copy. As is normal practice for Richmond Redevelopment and Housing Authority, the transcript of the Public Hearing and the responses to all comments and questions are included in the Agency Plan submission to the U.S. Department of Housing and Urban Development. The following is taken directly from the transcript of the Public Hearing:***

11 Are there any comments from the floor?

12 Are there any comments from the floor?

13 Ms. Shannon?

14 MS. SHANNON: I really appreciate  
this

15 comment period. I only have one concern. I am  
speaking

16 for myself. My name is Doris Shannon. I live at 1920  
17 Stonewall Avenue in the Stonewall Place building,  
apartment

18 310. I am beginning to feel like I need to move into  
a

19 private dwelling, and I was wondering just how to go  
about

20 it. I know I am elderly, but will there be any  
facilities

21 like if I wanted to go into or could I buy my own  
place, do

22 I qualify for it? That is the only comment that I  
wanted

23 to make. I am interested in that.

24 MS. DICKERSON: We will get  
information

25 to you.

1 MS. SHANNON: Thank you.

2 MS. DICKERSON: You're welcome.

**RRHA Response:**

Virginia Housing Development Authority has provided financing for a number of privately owned, rental housing communities for seniors in the Richmond area. A listing is attached, which includes Bacon Retirement Community, Bowler Retirement Community, Brookland Park Plaza, Charnwood Forest, Columns on Grove, Forestbrooke Apartments, Guardian Place, Essex Village, Dominion Place, and Church Hill/Fairmont House. Homeownership information may be obtained from Neighborhood Housing Services of Richmond, 2712 Chamberlayne Avenue, Richmond, VA 23220 or by telephone at (804) 329-2500. Housing Opportunities Made Equal (HOME) located at 2201 West Broad Street, Suite 200, Richmond, VA 23220 or by telephone at (804) 354-0641, provides information on housing programs.

In addition, RRHA has homeownership opportunities that are available. Matt Bolster, Project Manager with the RRHA Community

Development Department should be contacted at (804) 780-4316 or the RRHA web site at [www.rrha.org](http://www.rrha.org) for homeownership information.

3 Next please?

4 Good evening.

5 MR. FREEMAN: Good evening. My  
name is

6 Matthew Freeman. I live in one of your scattered  
houses on

7 the Southside.

8 MS. DICKERSON: Can we have your  
9 address, please?

10 MR. FREEMAN: 1513 Silver Avenue,  
11 without retaliation, please. This is quite a bit of  
stuff

12 to absorb in such a short period of time. Your  
notices

13 went out, and it didn't give the people four days to  
even

14 call in. We only knew because my son saw one on the  
15 project door.

16 One other thing I would like to  
clear up

17 while I'm here, one of your commissioners said the  
victim

18 represents everybody, all the residents, all the  
tenants.

19 I feel, after going down to the cooperation  
commissioner

20 and getting a copy of that charge, that if they don't  
21 represent all they should not be there. They know who  
they

22 are. They are playing with the system right now.

23 That's all I've got to say.

24 MS. DICKERSON: Thank you.

**RRHA Response:**

RRHA conducted and Agency Plan process that included opportunities for representatives on the Resident Advisory Board for the Agency Plan (RAB) to obtain information and discuss regulations, to review materials, and to provide recommendations and comments. A key role of the RAB representatives is to carry information about the Agency Plan back to the communities to inform other residents about the Agency Plan, Programs, improvements and other plans for the communities. The RAB began meeting February 4, 2005 to assist in preparing the draft for the 2005-2009 Five Year Plan and the 2005 Annual Plan. Community meetings were held in April 2005 to permit residents to make suggestions, recommendations, to discuss concerns and interests and to review the Agency Plan's Capital Fund Program. Information about the community meetings and the Public Hearing were delivered to all residents.

The planning process for the Agency Plan is in accordance with HUD regulations, as specified in 24 CFR Part 903, Interim Rule, February 18, 1999 and Final Rule, October 21, 1999. As required by the regulations, certain time requirements must be followed for issuing and posting the public notice, review of the draft of the proposed Agency Plan, the Public Hearing and the submission of the Agency Plan at least 75 days prior to the beginning of the fiscal year. The current Agency Plan, the draft and the supporting documents are available as specified by HUD regulations for public review. In accordance with HUD regulations, RRHA advertised and held the Public hearing on May 4, 2005, 6:00 PM at the Calhoun Family Investment Center. The Public Hearing was opened and conducted by Mr. Leonard A. Venter, Chairman, RRHA Board of Commissioners. RRHA staff presented information on the Agency Plan.

The following schedule was followed for the Agency Plan process.

Comprehensive Planning Process for the Agency Plan for 2005  
(SCHEDULE)

<b>Resident Advisory Board Meeting</b> ( <i>Start-up, Review of current plan and planning for the 2005 submission</i> )	<b>(Friday, February 4, 2005</b> <b>10:00 AM</b>
<b>Resident Advisory Board Meeting</b> (Housing Choice Voucher Participants)	<b>Tuesday, February 15, 2005</b> <b>5:30-7:00 PM</b>
<b>Resident Advisory Board Meeting</b> (Public Housing Residents)	<b>Wednesday, February 16, 2005</b> <b>10:00 AM</b>
<b>Resident Advisory Board Meeting</b> (Housing Choice Voucher Participants)	<b>Wednesday, February 23, 2005</b> <b>5:30-7:00 PM</b>
Consult with City Staff on the Consolidated Plan	February, 2005
<b>Resident Advisory Board Meeting</b> (Public Housing Residents <u>and</u> Housing Choice Voucher Participants)	<b>Wednesday, March 2, 2005</b> <b>5:30-7:00 PM</b>
Notice to Residents about Agency Plan And Capital Fund Meetings	March -April 2005

Deliver Prepared Notice to Newspapers To advertise Agency Plan	March 9, 2005
<b>Publish Newspaper Notices Announcing The Public Review and Hearing ( 52 Days prior to public hearing )</b>	<b>Sunday, March 13, 2005 Wednesday, March 16, 2005 Thursday, March 17, 2005</b>
Agency Plan Available for Public Review (50 days prior to public hearing)	Tuesday, March 15, 2005
Public Comment Period for the Agency Plan	March 15, 2005- May 4, 2005
Public Hearing Notice to All RRHA Residents	April, 2005
<i>Advance Meetings in the Communities</i> (See attached schedule of meetings)	April 1 – 30, 2005
Public Hearing ( RRHA Board of Commissioners Presiding)	Wednesday, May 4, 2005
Compile List of Comments and Suggestions On the Agency/ Incorporate Comments From the Public Hearing Into the Plan or Include as an Attachment to the Plan	May 20, 2005 – June 2, 2005
Report on the Agency Plan at the Housing Operations Committee Meeting	May 3, 2005
Report to Board of Commissioners – Board Reviews Plan	May 18, 2005
Certification of Agency Plan by Mayor (Determination that the Agency Plan is consistent with the Consolidated Plan)	May 23, 2005 –June 3, 2005
RRHA Board of Commissioners Meeting to Approve the Agency Plan	June 15, 2005
Submission of Agency Plan to HUD	June 24, 2005 (98days prior to FY Oct. 1, 2005 )
Deadline for Submission of Agency Plan to HUD (required 75 days prior to beginning of the fiscal year)	July 15, 2005

**Agency Plan (including the Capital Fund Program)  
Community Meetings  
(April 1-30, 2005) in the Management Offices except as noted**

Gilpin	April 20, 2005, 6:00 PM (at Calhoun Center)
Hillside	April 19, 2005, 4:30 PM

Creighton	April 19, 2005, 5:00 PM
Whitcomb	April 20, 2005, 5:30 PM
Fairfield	April 27, 2005, 5:00 PM
Mosby	April 11, 2005, 5: 00 PM
Afton	April 20, 2005, 4:30 PM
Bainbridge	April 20, 2005, 4:30 PM
Dove	April 12 , 2005, 5:00 PM
Fulton	April 14, 2005, 4:30 PM
Randolph/Idlewood	April 12, 2005, 6:00 PM
Randolph/Maymont	April 20, 2005, 6:00 PM
700 S. Lombardy	April 14, 2005, 11:00 AM
1200 Decatur	April 14, 2005, 2:00 PM
1611 4 <sup>th</sup> Avenue	April 19, 2005, 2:00 PM
1920 Stonewall	April 13, 2005, 11:00 AM
2700 Idlewood Avenue	April 15, 2005, 11:00 AM
Fay Towers	April 14, 2005, 2:30 PM
3900 Old Brook	April 21, 2005, 10:30 AM
Fox Manor	April 13, 2005, 11:00 AM

25 Next please?

Amina 1 MS. DAVIS: Good evening. I'm  
 Court. 2 Davis, and I'm at 2100 North 25th Street, Fairfield  
 please. 3 I would like to donate my time to Ms. Essie Miller,  
 is 4 MS. HAYES: Good evening. My name  
 Court. At 5 Cora Hayes. I am 2530 Rosetta Street, Fairfield

6 this time I would like to give my time to Ms. Essie  
 Miller,  
 7 who will speak.

8 THE COURT: Next please?

9 MS. MILLER: My name is Essie  
 Miller. I  
 10 am a public housing resident. I live in Fairfield  
 Court,  
 11 2104 North 25th Street. I was a little taken back  
 because  
 12 I don't see the commissioners. This is supposed to be  
 a  
 13 commissioners meeting for the agency plan. I am sorry  
 I am  
 14 late, but traffic was tied up. Are there any  
 commissioners  
 15 here?

16 MS. DICKERSON: Mr. Venter.

17 MR. VENTER: I am the only one  
 here. I  
 18 can't speak for the other commissioners.

19 MS. MILLER: I know that is the  
 truth,  
 20 and that is why they need to be here.

21 As a public housing resident I have  
 not  
 22 been notified or given any information about this  
 draft.  
 23 So I can't be but so long, but I did want you to be  
 aware  
 24 that your residents have not had information on this  
 plan  
 25 to the extent they should have, because if you don't  
 have  
 1 the draft you are not able to address some of the  
 concerns  
 2 that the agency has for us.



25 not permitted to sit at the table and get this  
information.

1 Security was at a lot of locations that we went to,  
and we

2 were told that there were only the right questions of  
3 residents that participate in the agency plan because  
those

4 are the people that are supposed to be making up the  
plan.

5 However, the red book that we have that provides the  
agency

6 plan says that not only are all public housing  
residents

7 supposed to be able to comment at those RAB meetings,  
but

8 anybody in the City of Richmond that is concerned  
about

9 Sections 3 C, D, B, G, jobs, all these people should  
have a

10 right to sit at the table and people should be sitting  
in

11 the room to help us.

12 In the last couple of months, it  
seems

13 to be a lot of real estate people on the Housing  
Authority

14 Board. However, the public housing community has been  
15 giving you \$2,000,000 for the last couple of years. I  
16 think that is almost as much as HUD gives you. That  
is

17 almost as much as the City of Richmond gives you. So  
our

18 residents should be sitting at the table and given the  
19 information. The night that this is being done, we  
had a

20 national conference in Washington D.C. regarding  
the

21 legislation for public and assisted housing, during

22 same timeframe that this meeting was being held.  
 There is  
 23 a budget meeting at Richmond City Council during the  
 same  
 24 time that this information is being exchanged. I  
 don't  
 25 know about most of these people, but I know for a fact  
 that  
 1 if there is a budget dealing dealt with in the City of  
 2 Richmond, public housing residents should be at the  
 table  
 3 to express our opinions.  
 4 Like I said, we don't have an  
 5 opportunity to say a lot about the plan because we  
 didn't  
 6 have the information for the plan, and it seems to me  
 7 people like Sheila Ware should have it in writing even  
 if  
 8 we were not on the RAB, but I haven't done anything to  
 9 exclude me from Richmond Redevelopment and Housing  
 10 Authority's Residents' Advisory Board.  
 11 MS. DICKERSON: Thank you, Ms.  
 Miller.  
 12 MS. MILLER: Thank you. I really  
 13 appreciate this opportunity to speak to you because I  
 14 didn't have an opportunity to speak to y'all at the  
 last  
 15 meeting.

**RRHA Response:**

As required by 24 CFR Part 903, Public Housing Agency Plan; Final Rule, Section 903.17, the public housing agency's board of directors must conduct a public hearing to discuss the agency plan and invite public comment. In compliance with the regulations, Mr. Leonard A. Venter, Chairman of RRHA's Board of Commissioners, opened the Public Hearing on the Agency Plan on May 4, 2005, 6:00 PM at the Calhoun Family Investment Center. After stating the purpose of the Public Hearing, Chairman Venter introduced staff, who presented information on the Agency Plan. (The RRHA Board of Commissioners is appointed by City Council.)

RRHA conducted and Agency Plan process that included opportunities for representatives on the Resident Advisory Board for the Agency Plan (RAB) to obtain information and discuss regulations, to review materials, and to provide recommendations and comments. A key role of the RAB representatives is to carry information about the Agency Plan back to the communities to inform other residents about the Agency Plan, Programs, improvements and other plans for the communities. The RAB began meeting February 4, 2005 to assist in preparing the draft for the 2005-2009 Five Year Plan and the 2005 Annual Plan. Community meetings were held in April 2005 to permit residents to make suggestions, recommendations, to discuss concerns and interests and to review the Agency Plan's Capital Fund Program. Information about the community meetings and the Public Hearing were delivered to all residents. All residents received notices of the public hearing and the community meetings. The Public Hearing was advertised in three of the local newspapers in Richmond inviting the public to attend.

Information on the waiting list for public housing is available in the template for the Agency Plan. The waiting list for public housing has been established in a manner whereby the average waiting time is approximately six months. In addition, the Agency Plan provides information on homeownership programs that are available through RRHA.

16 MS. BROWN: My name is Margarite  
Brown--

17 MS. DICKERSON: Could you repeat  
your

18 name, please?

19 MS. BROWN: Margarite Brown, and I  
am a

20 resident of 3900 Overlook Circle. We have a trash  
21 compactor that has been broken for two years, off and  
on.

22 I live right by the kitchen, and my apartment smells  
like I

23 live on the dump, and they would condemn it if they  
would

24 come in and could smell it. Something needs to be  
done.

**RRHA Response:**

Problems with the trash compactor in your building should be reported to maintenance through by telephoning (804) 780-8700 through the work-order system.

Should you continue to have a problem after maintenance has checked the trash compacter you should telephone to report that the problem has not been corrected. Should the problem persist, it is recommended that you continue to follow-up and to discuss the problem with the housing manager. Sometimes it is necessary to do follow-up in order to address unusual problems and it is important for residents to communicate that the problem has not been fixed. RRHA staff is interested and concerned with the quality of life for residents and every effort will be made in order address maintenance problems.

25 MS. DICKERSON: Are there any  
 questions  
 1 from the floor?  
 2 MS. RAVEN: Hello. My name is  
 Dorothy  
 3 Raven, and I am with the Housing Choice Voucher  
 Program. I  
 4 live at 97 West Clay Street, and I am just trying to  
 get  
 5 clarification about what you just said. If I wasn't  
 6 mistaken, the budget would not effect the Housing  
 Choice  
 7 Program if you already was in it.  
 8 MS. JACKSON: For the occupancy  
 9 standards it will, if you move. If you do not move,  
 it  
 10 will not, but going to the conservative interpretation  
 of  
 11 the policy, it is two per bedroom. Is that what you  
 are  
 12 speaking of?  
 13 MS. RAVEN: Yes.  
 14 MS. JACKSON: That will effect  
 people  
 15 that move, but if they do not move, it will not.  
 16 MS. RAVEN: What is the age limit  
 that  
 17 you are allowing two people to share children-wise?  
 18 MS. JACKSON: There is no age  
 limit. It  
 19 is two per bedroom.

20 MS. RAVEN: But that is not law by  
HUD.

21 MS. JACKSON: We will send you the

22 regulation.

23 MS. RAVEN: I already have it.

**RRHA Response:**

In order to address reduced funding for the Housing Choice Voucher Program, Notice PIH 2005-9 (HA), issued February 25, 2005, provides guidance to public housing agencies. Public housing agencies have been directed that programs must be managed within the amounts budgeted for the calendar year. Public housing agencies were informed that utility costs and decreased tenant contributions must be managed within their budgets.

In order to avoid reducing the number of families in the Housing Choice Voucher Program, RRHA has elected the available option provided by regulation to revise "overly generous " subsidy standards to reduce bedroom size eligibility. In accordance with regulations, a subsidy standard of two persons per bedroom, regardless of sex or age, is acceptable. RRHA must ensure that the payment standard that is used is based on the correct unit size. Should a unit size for which a family is eligible change during the term of the Housing Assistance Payment (HAP) contract, the "new" unit size must be applied to the family. In accordance with the regulation, allergies do not meet the criteria for requiring a separate bedroom.

24 MS. DICKERSON: Any other questions  
from

25 the floor? Any other questions from the floor?

1 MS. HAYES: I know I relinquished  
my

2 time, but I do want to clarify. A boy and a girl  
cannot

3 share a bedroom; right?

4 MS. DICKERSON: No, they can't.

5 MS. HAYES: I thought that would  
help

6 her question.

7 MS. RAVEN: Sick people with  
allergies?

8 MS. DICKERSON: The regulation is  
on the

9 table. I don't want to misquote it. If you have

10 questions, please call Ms. Jackson, and she will be  
able to

11 clarify it for you.

12 Any other questions from the floor?

Any  
13 other questions from the floor? Hearing none, this  
meeting  
14 is adjourned.

15 Thank you, ladies and gentlemen.

We  
16 appreciate your input.

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:

Comments will be reviewed and changes will be made if deemed appropriate to make changes and modifications to the Agency Plan.

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

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

### 3. Description of Resident Election Process

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

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

Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (provide name here) **City of Richmond, VA**
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)

Richmond Redevelopment and Housing Authority (RRHA) will be supportive of the City's priorities by focusing upon a strategy that emphasizes the development of homeownership opportunities, decent and affordable rental housing to serve families as they become self-sufficient and housing for persons with special needs who can live independently.

However, RRHA supports the other priorities of the City through various programs and services that provide a means for improving the quality of life and addressing needs that encourage growth and upward

mobility. RRHA recognizes that achieving homeownership, securing decent and affordable housing and obtaining safe and affordable housing is contingent upon meeting many needs of individuals and families. Needs must be met to have an adequate income, to obtain training and education to acquire employment or achieve other goals, to achieve stability and well-being within the household, to have access to recreational opportunities and other areas that promote a healthy environment.

The RRHA Agency Plan is consistent with the Consolidated Plan of the City of Richmond as evidenced by several goals identified in the five-year plan, and strategies and proposed activities of the annual plan:

1. Specifically, RRHA will focus upon **homeownership opportunities** by developing partnerships to establish special financing mechanisms to assist low-income families to purchase homes and assist low-income homeowners with special rehabilitation financing. RRHA will implement affordable housing opportunities and develop mixed-income programs through HOPE VI, lease-purchase program, and single-family homeownership and market-rate mixed income and market-rate single-family housing. A homeownership program for the Housing Choice Voucher (Section 8) participants has been developed. The activities for Randolph/Idlewood and the Small House Program-Maymont for qualified Family Self-Sufficiency Program participants assists public housing families to transition/prepare for homeownership opportunities. Training for participants includes homeownership education and counseling, credit and budgeting, money management, basic banking, landscaping, preventive maintenance, and homebuyer's education.
2. Additional goals are consistent with the Consolidated Plan's priority for **decent and affordable rental housing**. With goals that focus upon providing a variety of housing options for low-to moderate income persons, RRHA will support the city's priority through the development of non-traditional funding streams including expanding public/private partnerships to develop mixed

finance rental property and distributing listings that will expand housing options to tenant-based Housing Choice Voucher (Section 8) participants. RRHA will continue to maintain public housing and the Housing Choice Voucher (Section 8) program and undertake measures to ensure access to affordable housing among families assisted by RRHA. New opportunities for residents are available through the Housing Search Assistance Program funded by HUD to provide counseling and supportive services to Housing Choice Voucher participants.

The outlook for the development of quality, affordable rental housing is dependent on tax incentives for investors and on increased rental subsidies and programs from HUD.

3. The priority for **housing for persons with special needs** will be addressed through housing and services that are provided for the elderly and disabled who are able to live independently.

However, a major goal of the Agency Plan focuses upon self-sufficiency as a priority to provide referrals to support systems such as education and training, socioeconomic, recreation and other social service needs. RRHA will carry out modifications needed in public housing based on Section 504 Needs Assessment and affirmatively market to non-profit agencies that assist families with disabilities.

4. **The other priorities of the City are addressed through programs and Services:**

**Economic Development:** Training for staff and residents is provided through the agency's comprehensive training and education program, RRHA University. In addition, the Community Development Department of RRHA provides support through various development and redevelopment activities in conjunction with the City and others.

**Public and Human Services:** RRHA provides opportunities for RRHA youth employment, referrals to various agencies for services, including substance abuse treatment and counseling, and

recreational and other programs, such as Boys and Girls Club that support the City's strategies for youth services and family services.

**Public Safety:** With the focus upon safety and security, RRHA seeks to provide assistance to the efforts of the City through the employment of a Public Safety staff in family and elderly properties. Through a supportive partnership with the Richmond City Police Department, RRHA staff provides assistance and information and coordinate efforts to address crime problems in the communities. RRHA Public Safety staff provide information and training for residents and has been established a Crime Hot Line for resident usage and developed Resident Patrols in some public housing community. All of these efforts support the City's strategies for crime prevention, community policing and addressing problems with drug related violence.

**Public Facilities:** Understanding the need to provide facilities that offer space for various programs and services, RRHA maintains space for community activities in each community, including small communities, provides office space for the Tenant Council in each community, operates the Calhoun Family Investment Center in Gilpin with an indoor pool and facilities that available for all residents, including space for non-resident service-providers who provide services for residents or others who can contract/lease space for other purposes, and operates the RRHA University, a comprehensive training and education program for residents and staff. In addition, RRHA seeks to continuously improve and maintain all properties through normal operating funds and through the Capital Fund Program. Through all of these efforts and others, RRHA supports the City's strategies for recreational facilities and programs and maintenance of properties.

**Planning and Administration:** Through a review process that includes planning with the City and other partners, RRHA seeks to plan and to better utilize funds in order to improve services and programs that will benefit residents, Housing Choice Voucher participants and others. RRHA supports the City's strategies in the

areas of planning, marketing, promoting cooperation, allocating resources and coordinating services.

Other (list below)

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

The City of Richmond and Richmond Redevelopment and Housing Authority will continue our efforts to affirmatively further fair housing, address housing needs, seek appropriate resources to maintain and preserve existing housing stock, revitalize neighborhoods and promote and support family self-sufficiency. The Consolidated Plan gives priority to homeownership opportunities for low- and moderate-income households, especially those earning 80% below the Area Median Income; support of activities which provide decent and affordable rental housing for all income ranges, especially for low- and moderate-income households and housing for persons with special needs (elderly and disabled).

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

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

#### **18D. Definition of Substantial Deviation and Significant Amendment or Modification**

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require the formal approval of the Board of Commissions.

## Attachments

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

### **Attachment A**

#### ***Section 8 Homeownership Capacity Statement Updated***

RRHA has implemented a Housing Choice Voucher (HCV) Homeownership Program. The program is designed to offer another housing option to program participants. Program rules and regulations are in compliance to the Department of Housing and Urban Development's requirements. All policies and procedures for the administration of this program (Homeownership Plan) are clearly defined and outlined in the agency's Section 8 Administrative Plan.

The Homeownership Program is being conducted in partnership with Neighborhood Housing Services of Richmond and other partners to provide Educational Homebuyer Counseling and other services to our mutual customers (low-income families). Through partnerships RRHA has increased the capacity to successfully operate a "Section 8 to Homeownership Program."

As provided by the Final Rule, the Section 8 Homeownership Program has demonstrated its capacity to administer the program by satisfying the following criteria:

1. Established a minimum homeowner down payment requirement of at least 3 percent and required that at least 1 percent of the down payment come from the family's resources.
2. Required the financing for purchase of a home under its Section 8 homeownership program will be provided, insured, or guaranteed by the state or Federal government; comply with secondary mortgage underwriting requirements; or comply with generally accepted private sector underwriting standards.
3. Demonstrated in the Annual Plan that it has the capacity or will acquire the capacity to successfully operate a Section 8 homeownership program.

#### **Progress statement:**

As of July 1, 2004, the HCV Homeownership Program had referred 58 Housing Choice Voucher participants to Neighborhood Housing Services. Out of the 58 participants four (4) participants closed on the purchase of a home.

The remaining participants are becoming mortgage-ready. RRHA staff work collaboratively with Neighborhood Housing Services in providing participants with a homeownership training program, which includes information about purchasing a home, finance, maintenance of a home, working with a realtor, contracts and inspections. Neighborhood Housing Services and Housing Opportunities Made Equal (HOME) provide assistance in helping participants to acquire the down-payment for the purchase of a home. Participants in the HCV Homeownership Program come from referrals from Neighborhood Housing Services, referrals to the FSS Program by the HCV housing specialist who is working with the participant and from program briefings that are held for new participants in the HCVP.

The participants in the HCV Homeownership Program are required to be participants in the RRHA Family Self-Sufficiency Program. With other Family Self-Sufficiency (FSS) Program participants the HCV Homeownership Program participants are required to attend group meetings monthly (2<sup>nd</sup> Saturday of each month). Homeowners continue to participate in the FSS Program and to receive support and services during the transition from rental to homeownership. RRHA staff provides follow-up to ensure that the adjustment to homeownership is smooth.

## **Attachment B**

### **Cockroach Infestation Policy ROACH ERADICATION**

*RRHA has a two-pronged approach to pest control including roach eradication consisting of a program of baiting and spraying and an education program for residents.*

#### **BAITING AND SPRAYING**

RRHA has a 3-person team in its pest control unit. The team baits all 4,048 units 4 times a year alternating the types of bait on an annual basis. When poor housekeeping is a part of the problem with roach infestation it is reported to management who in turn counsels the tenant and when necessary sends them to a training session designed for poor housekeepers. In extreme cases of heavy infestation sprays are utilized. However this is utilized only if absolutely necessary because of inherent danger in the use of sprays.

This team also responds to tenant requests on Friday of every week. This averages 48 units per week.

## TENANT EDUCATION

All Head of households are required to attend an orientation training session upon entry into public housing. A part of the training is dedicated to housekeeping and it's affect on roach infestation. In addition, tenants in whose unit roach infestation is a problem are referred to special training sessions on housekeeping.

## **Attachment C - Admissions Policy for Deconcentration**

### **Deconcentration of Poverty and Income Mixing**

RRHA already adopted a local preference policy for admission that is designed to provide for deconcentration of poverty and income-mixing by bringing higher-income tenants into lower-income projects/developments and lower-income tenants into higher-income projects/developments.

Gross annual income is used for income limits at admission and for income-mixing purposes. The Tenant Selection Office can skip a family on the waiting list specifically to reach another family with a higher or lower income. Such skipping will be uniformly applied until the target threshold is met.

On a monthly basis, the Authority will gather income data from all developments and analyze the tenant characteristics of each development, including information regarding tenant incomes, to assist in the Authority's deconcentration efforts. The result of such data analysis will result in developing rent ranges for each development as attached. Staff will use this information to request new tenants whenever vacancies occur in any development in order to meet deconcentration goals/efforts. In each of our developments that is determined to have a higher

concentration of lower-income families, the housing manager of such development will request the Tenant Selection Office to fill the vacant unit with a higher-income applicant.

On an annual basis, the Authority conducts a review of tenant incomes in each development and if there has been a significant change in the tenant income characteristics of a particular development, the Authority will evaluate the changes to determine whether, based on the Authority's methodology of choice, the development needs to be designated as a higher- or lower-income development or whether we have met the deconcentration goals and the development needs no particular designation.

### **Deconcentration and Income-Mixing Goals**

The Authority's admission policies relating to deconcentration efforts do not have specific quotas. Therefore, the Authority will not set specific quotas, but will strive to achieve deconcentration and income mixing in our developments. This income-mixing goal is a long-range goal and may not be achieved the first year of implementation. The Authority will use the annual analysis of our public housing stock and tenant incomes to provide benchmarks for the Authority.

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

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

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

If yes, list these developments as follows:

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



## **Attachment H - Implementation of Public Housing Resident Community Service Requirements**

RRHA's Community Service - In compliance with the QHWRA, RRHA has developed a community service self-sufficiency policy, which outlines the requirements for non-exempt persons living in public housing. The policy provides definitions of community service and economic self-sufficiency. It further lists the categories of persons exempt from the policy, determination of non-compliance, and provisions for cure. Any person subject to community service/economic self-sufficiency is required to sign an acknowledgement that they have received the policy and understand it.

The implementation of the Community Service requirement for public housing residents was initiated with the following:

October 23, 2000 – Letter to public housing residents informing each household of the requirement to perform 8 hours monthly of community service and/or economic self-sufficiency activities in order to maintain eligibility for public housing. Information was included on the categories of persons who are exempt from the requirements and methods to verify exemption status. The letter stated that families who must meet the requirement would be notified within 30 days of the requirement to perform community service.

March 26, 2002 – Letter was sent to all residents informing each household that the requirement to perform 8 hours of community service had been suspended by the U. S. Department of Housing and Urban Development. Although the option under HUD guidelines permitted public housing agencies to continue to require that residents complete 8 hours of community service until the beginning of the fiscal year, RRHA discontinued the requirement with the letter of notice to residents on March 26, 2002. (RRHA operates with a fiscal year beginning on October 1.)

With the HUD notice issued June 20, 2003, which reinstated the community service and/or economic self-sufficiency requirement, RRHA complied with the requirement to implement the process no later than October 31, 2003.

The following policy addresses administrative steps by RRHA to implement the requirement to include changes in the lease, a description of the service requirement, to include changes in the lease, a description of the service requirement, notice to residents, exempt status for certain residents, verification of status or community service with other agencies, and the administration of the program/requirements. In addition, the policy includes the types of activities that residents may participate in to fulfill their obligations, partner agencies that may offer volunteer opportunities for residents to fulfill the requirements and the process to cure non-compliance.

## Community Service Policy

In October 1998, Congress passed the Quality Housing and Work Responsibility Act (QHWRA) which requires that all adult residents (18 years of age and older) meeting certain criteria must engage in 8 hours of community service and/or economic self sufficiency activities monthly (96 hours per year).

Under this provision of law, non-compliance with the community service and self-sufficiency requirement is a violation and grounds for non-renewal of the lease at the end of the 12-month lease term. It is not, however, grounds for termination of tenancy during the course of the 12-month lease term. Non-renewal of the lease is ultimately grounds for eviction.

### Who is Affected

*Community service applies to all non-exempt, adult residents in public housing. There are numerous exemptions under the law for adult residents who are unable to participate.*

### Requirement

Adult residents must:

- Contribute 8 hours per month of community service or
- Participate in a economic self sufficiency program for 8 hours per month or
- Perform 8 hours per month of combined activities (community service and economic self-sufficiency).

### Definition of Community Service

Volunteering at a public or not for profit agency such as a school, a hospital, a childcare center, a homeless shelter or other community service organization.

### Definition of Economic Self Sufficiency Program

For purposes of satisfying the community service requirement, participating in an economic self sufficiency program is defined by HUD as any program designed to encourage, assist, train or facilitate economic independence of assisted families or to provide work for such families.

In addition to the HUD definition above, RRHA defines economic self-sufficiency as participating in an educational or vocational training program designed to lead to employment, activities as approved by RRHA on a case-by-case basis.

### Exemptions

The HA shall provide an exemption from the community service requirement for any individual who:

- Is 62 years of age or older;
- Is a blind or disabled individual as defined under Section 216(i)(I) ore 1614 of the Social Security Act, and who is unable to comply with this section, or is a primary caretaker of such individual. Disabled individuals can self-certify that they can or cannot perform community service activities identified by the PHA.
- Is engaged a work activity as defined in section 407(d) of the Social Security Act:

- Unsubsidized employment
- Subsidized private sector employment
- Subsidized public sector employment

Work experience (including work associated with the refurbishing of public assisted housing) if sufficient private sector employment is not available.  
 On the job training  
 Job search and job readiness assistance  
 Community service programs  
 Vocational educational training (not exceed 12 months for any individuals).  
 Job skills training directly related to employment  
 Education directly related to employment (high school diploma or equivalency).  
 Satisfactory attendance at a secondary school  
 Provision of childcare services to an individual who is participating in a community services program.

Meet the requirement for being exempted from having to engage in a work activity under the State Program funded under part A of title IV of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State administered welfare-to-work program, and has not been found by the State or the other administering entity to be in noncompliance with such program.

### **Annual Determination**

For each public housing resident subject to the requirement of community service, the HA shall, 30 days before the expiration of each lease term, review and determine the compliance of the resident with the community service requirement. Such determination shall be made in accordance with the principles of due process and on a non-discriminatory basis. Residents will submit to their Management office monthly documentation that they have met their community service/economic self-sufficiency requirement.

### **Non Compliance**

If RRHA determines that a resident subject to the community service requirement has not complied with the requirement, the HA shall notify the resident of such non-compliance and that:

The determination of non-compliance is subject to the administrative grievance procedure under the HA's Grievance Procedures. Unless the resident enters into an agreement to comply with the community service requirement, the resident's lease will not be renewed, and

The HA may not renew or extend the resident's lease upon expiration of the lease term shall take such action as is necessary to terminate the tenancy of the household. Unless the HA enters into an agreement before the expiration of the lease term with the resident, providing for the resident to cure any noncompliance with the community service requirement by participating in an economic self-sufficiency program or contributing to community service as many additional hours as the resident needs to comply in aggregate, with such requirement over the 12-month term of the lease.

### **Ineligibility for Occupancy for Noncompliance**

The HA shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member who was subject to the community service requirement and failed to comply with the requirement.

**PHA Responsibility**

RRHA will ensure that all community service programs are accessible for persons with disabilities.

The HA will ensure that:

1. The conditions under which the work is to be performed are not hazardous.
2. The work is not labor that would be performed by the HA’s employees responsible for essential maintenance and property services.
3. The PHA policy must describe how the PHA determines which family members are subject to or exempt from the service requirement, and the process for determining any changes to exempt or non-exempt status of family members.
4. The PHA must give the family a written description of the service requirement, and of the process for claiming status as an exempt person and for PHA verification of such status. The PHA must also notify the family of its determination identifying the family members who are subject to the service requirement, and the family members who are exempt persons.
5. The PHA 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. If qualifying activities are administered by an organization other than the PHA, the PHA shall obtain verification of family compliance from such third parties.
6. The PHA must retain reasonable documentation of service requirement performance or exemption in participant files.
7. The PHA must comply with non-discrimination and equal opportunity requirements listed at 5.105(a) of this title.

**PHA implementation of Community Service Requirement**

RRHA will administer its own community service program, with cooperative relationships with other entities. In addition, the Reform Act specifically prohibits political activity as community service and self-certification of residents subject to the community service requirement that they have compiled with 8 hours per month is not acceptable.

**ACKNOWLEDGEMENT**

I hereby acknowledge that I have received a copy of the RRHA Community Service Policy. I further acknowledge that Management has explained this policy to me and I understand and agree to comply with this policy. I further agree and understand that should I fail to comply with this policy, fully or in part, I understand that my lease may be terminated.

Head of Household or Adult Family Member	Date
RRHA Management	Date

## Potential Community Service Opportunities

- Participation in tenant council meetings
- Participation in resident patrol activities
- Serving on tenant council committees such as Beautification, Publicity
- Volunteering at a school, a hospital or a child care center
- Working with the Red Cross or United Way
- Volunteering with the Garfield F. Childs Fund, Boys & Girls Club
- Volunteering at an emergency shelter
- Volunteering with Capitol Area Agency on Aging
- Volunteering with Meals of Wheels
- Volunteering with Urban League
- Volunteering with the YWCA (contact person Heather Townley at 643-6761)

## Attachment I - Pet Policy

### *Richmond Redevelopment and Housing Authority*

#### Pet Addendum to Dwelling Lease

This Pet Addendum is attached to and made a part of the lease agreement between **Richmond Redevelopment and Housing Authority** (hereinafter called by "Management"), and \_\_\_\_\_ (hereinafter called "Tenant").

#### 1. General Agreement

Tenant may maintain pets in his/her Dwelling Unit in accordance with the following terms and conditions for pet ownership recited below. This Agreement is deemed to take effect on November 1, 2003.

#### 2. Pet Deposit and Other Pet Fees

If Tenant owns a dog or cat on Management property, Tenant must pay the refundable pet deposit and/or non-refundable pet fee pursuant to the terms prescribed in **Exhibit A** attached hereto unless exempt from paying either one or both of these charges in accordance with paragraphs 4 and/or 5 of this Addendum.

#### 3. Conditions for Return of Pet Deposit

If Tenant's dog or cat causes no damage to Management property, then Management will refund the pet deposit along with any accrued interest to Tenant provided that Tenant owes no rent or other

damages to Management. Management may withhold the pet deposit or any portion thereof to cover rent, charges, or other debt owed by Tenant to Management. Management's withholding of the pet deposit does not amount to a waiver of any other rights it may have against Tenant for additional relief or damages.

Tenant's pet deposit, any accrued interest and any applicable deductions, damages and/or charges shall be itemized by Management in a written notice given to Tenant, together with any amount due to Tenant within thirty (30) days after Management: 1) obtains possession of Tenant's unit or 2) receives written notice from Tenant that Tenant's dog or cat no longer resides on Management property.

#### **4. Service Pet Exemption**

Federal Regulations provide that disabled persons with service pets are not required to adhere to the requirements for pet ownership herein including the payment of a pet deposit or fee described in Exhibit A. If Tenant and/or a member of Tenant's household qualifies as a "disabled person" as that term is defined under Federal Regulation 24 C.F.R. § 5.403 then he/she has a federal right to have a service pet for assistance with his/her disability. A copy of 24 C.F.R. § 5.403 is attached as **Exhibit B** to this Pet Addendum. To establish rights to a service pet under 24 C.F.R. § 5.403 Tenant and/or a member of Tenant's household must:

- A. certify in writing that he or she is disabled;
- B. demonstrate that any service pet in Tenant's unit has been trained to assist persons with Tenant's or Tenant's household member's disability; and
- C. demonstrate that any such service pet actually assists Tenant or Tenant's household member's disability.

Tenant agrees to maintain the service pet(s) in Tenant's unit or to cause the applicable member of Tenant's household to maintain such pet in accordance with applicable state and local law, including without limitation, those laws pertaining to licensing and inoculation. Tenant further agrees to maintain (or to assume the maintenance of) the service pet in his/her unit in such a manner as to not impose an unreasonable threat to health, safety and the right to peaceful use and enjoyment of Management's property by other residents or Management employees.

Tenant also acknowledges and agrees that Tenant's failure to exercise reasonable care in the maintenance of a service pet owned by Tenant or to assure reasonable care in the maintenance of a service pet owned by a member of Tenant's household could result in the imposition of liability against Tenant to the extent that the service pet proximately causes injury to person or property.

To qualify for a service pet, Tenant or a member of Tenant's household must sign the form attached as **Exhibit C** to this Pet Addendum.

## 5. **Pet Ownership in Elderly Housing**

If Tenant occupies a unit reserved for the elderly by reason of age, Tenant is not required to pay the non-refundable pet fee described in Exhibit A. However, Tenant must pay the refundable pet deposit in Exhibit A to the extent applicable and comply with all other applicable terms and conditions for pet ownership as prescribed in the other sections of this Pet Addendum.

## 6. **Additional Terms and Conditions for Pet Ownership**

Tenant acknowledges and agrees to comply with the following terms and conditions of this Pet Addendum:

### A. **Common household pets**

- i. **Allowed Pets** - Subject to the other provisions of this Pet Addendum, Tenant and members of Tenant's household may own and keep common household pets in Tenant's Apartment. Common household pets include domesticated dogs, cats, birds, fish, turtles, hamsters, gerbils, and guinea pigs.
- ii. **Registration Requirements** - Tenant must register a dog or cat prior to bringing it on to Management property. Tenant does not have to register any other common household pet. At registration, Tenant and a Management representative will execute a registration form as set forth in Exhibit D to this Addendum. Also at the time of registration, Management will photograph the pet and Tenant will provide Management with: 1) a certificate of inoculation, 2) a pet license from the City of Richmond, and 3) documentation that the dog or cat has been spayed or neutered. If Tenant is required to pay a pet fee or pet deposit, Tenant will pay that fee and/or deposit, as applicable, at registration unless a Tenant registers a pet within the first three (3) months of this Addendum's effective date. If Tenant registers a pet within the first three (3) months of this Addendum's effective date, then Tenant qualifies for an installment payment arrangement as described in Exhibit E to this Addendum and will be required to pay the required fees in accordance with Exhibit E. Tenant's failure to make said payments by the installment deadlines set forth in Exhibit E will warrant removal of the Pet in accordance with the terms and conditions therein.
- iii. **Ownership Limits** - Except as provided in Paragraph 4 hereinabove, no more than one (1) dog or cat may be kept in Tenant's apartment. Except for fish, the total number of any other common household pets that may be kept in Tenant's unit beyond two (2) shall not be an unreasonable number as reasonably determined by Management.

iv. **Enclosure Requirement** - Common household pets (other than a dog or cat) must be kept in an appropriate enclosure such as a bird cage, fish tank, aquarium, or terrarium. However, Tenant shall not erect or make use of an enclosure such as fence lattice work, wire mesh or the like to contain Tenant's pet in the yard outside Tenant's Unit. This prohibition does not apply to reasonably suitable birdhouses erected with Management's prior consent. Management will not unreasonably withhold consent for birdhouses.

v. **Recognition of Liability** - Tenant understands that he/she may be held responsible for any damage to person or property proximately caused by Tenant's failure to exercise reasonable care in the maintenance of a pet owned by Tenant or a member of Tenant's household.

**B. Maintenance of Dogs and Cats**

- i. Tenant agrees that any dog or cat kept by Tenant in Tenant's Unit is mature, housebroken, and obedient. If Tenant wishes to own a puppy or kitten, then Tenant agrees to train the pet to be housebroken and obedient by the time it reaches full maturation.
- ii. Except as provided in paragraph 4 hereinabove, Tenant may not keep any dog weighing more than twenty-five (25) pounds.
- iii. Tenant may not maintain a pet on Management property that Tenant knows or should know to be vicious. Tenant further agrees not to maintain a pet on Management property that has caused injury to person or unreasonably caused damage to property. Accordingly, by executing this Addendum, Tenant represents that to the best of Tenant's knowledge, Tenant's pet does not have a propensity to cause harm or injury to persons or property.
- iv. If Management determines that Tenant's pet proximately causes or otherwise materially contributes to an infestation of fleas, then Tenant may be held responsible to pay up to \$600.00 to cover the reasonable costs of ridding Tenant's Unit and/or the building in which Tenant resides of fleas provided Management has taken reasonable steps to mitigate any damage caused by fleas to Tenant's Unit or building.
- v. Tenant's pet shall not be allowed outside of Tenant's unit unless it is in the custody of a responsible person and, in the case of dogs, secured by means of a leash, provided however, that this provision shall not preclude a Tenant from

allowing a puppy outdoors, without a leash, under the close supervision of a responsible person.

- vi. Tenant may take a registered dog or cat to visit another tenant on Management property. However, Tenant may not allow any non-registered dog or cat into Tenant's Unit unless Tenant first provides Management proof of the pet's inoculation and obtains Management's written permission for the visit. Such permission shall not be unreasonably denied by Management.
- vii. Tenant's pet may not be "staked," "tied" or left unattended outside Tenant's Unit.
- viii. Tenant may not place or make use of any pet house or litter box outside of Tenant's Unit.
- ix. Tenant is required with reasonable dispatch to collect and dispose of waste eliminated by Tenant's pet by means of a securely tied plastic bag.
- x. If Management receives a valid complaint(s) or otherwise discovers that Tenant's pet is a nuisance due to its biting, excessive barking, being left unattended, or for any other reason, Tenant agrees to remove the pet from Management property within seven (7) days of Management's issuance of written notice to Tenant declaring Tenant's pet to be a nuisance. Tenant further agrees to remove his/her pet immediately upon his/her receipt of written notice if Management discovers that the pet is a nuisance that poses an immediate threat to health, safety, and welfare.
- xi. Tenant agrees to comply with all City Ordinances regarding pets, including, but not limited to applicable leash laws, animal cruelty laws, and laws or ordinances relating to animal licensing and inoculation.
- xii. Prior to introducing a pet into Tenant's Unit, Tenant will provide Management the name, address and telephone number of an emergency contact person, who will assume immediate responsibility of Tenant's pet in case of Tenant's serious illness, injury, incapacity or death. In case of emergency if such contact person does not assume immediate custody of the pet after Management's request for him to do so, Management may act to protect its property by removing the pet to a local animal shelter or other appropriate custodian at Tenant's expense. Management shall undertake reasonable efforts to notify Tenant and/or Tenant's emergency contact person prior to any removal of such pet.

- xiii. Tenant agrees that, to the extent allowed by law, he/she will indemnify and hold Management harmless from any and all liability and/or property damage proximately caused by Tenant's pet on or near Management property.
- xiv. Tenant is required to clean up pet waste in Tenant's unit. If Tenant's unit is unsafe and unsanitary as a result of owning a pet, Management may take reasonable action after reasonable notice to Tenant allowing Tenant a reasonable time to correct such a problem.
- xv. Tenant will provide reasonable, adequate, and regular veterinary care of any pet in Tenant's unit and Tenant will provide ample food and water for his/her pet. Tenant further agrees not to leave his/her pet unattended for any undue length of time.

## **7. Breach of Pet Addendum**

If Tenant or a member of Tenant's household commits a material and non-remediable breach of this Addendum, or if Tenant's pet is discovered to be a nuisance in accordance with paragraph 6.B.x. of this Addendum, then Tenant agrees to remove his or her pet within the time period set forth under paragraph 6.B.x. of this Addendum or as otherwise prescribed under the Virginia Residential Landlord and Tenant Act.

If Tenant or a member of Tenant's household commits a material and remediable breach of this Addendum, then Tenant must remedy such breach within twenty-one (21) days of Tenant's receipt of written notice from Management specifying the acts and/or omissions constituting the breach and stating that the Tenant must remove the pet within 30 days of such notice if such breach is not remedied within such twenty-one (21) days. If the breach is not remedied within such twenty-one (21) days, then Tenant must remove his or her pet within thirty (30) days of Tenant's receipt of the aforementioned notice.

If Tenant has been served with a prior written notice of a material and remediable breach of this Addendum and Tenant remedies such breach, where Tenant intentionally commits a subsequent breach of a like nature as the prior breach, Management may serve Tenant with a written notice specifying the acts and/or omissions constituting the subsequent breach, make reference to the prior breach of a like nature, and state that Tenant must remove his or her pet within thirty (30) days of Tenant's receipt of said notice, and in such event Tenant must remove such pet within such thirty (30) days.

If Management has grounds under the terms of this Addendum to require Tenant to remove his or her pet, then Tenant's failure to do so shall constitute a material violation of the Lease and provide Management grounds for termination of same. All notices to residents of a remediable or non-remediable breach shall state that Tenant's failure to remove his or her pet in accordance with the Addendum or as

otherwise prescribed under the Virginia Residential Landlord and Tenant Act will constitute grounds to terminate the Lease.

Management may elect to terminate Tenant's Lease without first requesting removal of Tenant's pet if: (1) Tenant breaches his or her obligations under this Addendum and such breach constitutes a criminal or willful act which is not remediable and which poses a threat to health or safety or (2) Tenant commits a non-remediable breach of the Lease by reason of an egregious act (e.g., severe damage to person or property) by Tenant's pet due to Tenant's negligent or reckless maintenance of his or her pet. In such instance, Management shall give Tenant a written notice of lease termination in accordance with the terms of the Lease and the Virginia Residential Landlord and Tenant Act. Where Tenant pays up to \$600.00 in accordance with paragraph 6.B.iv. of this Addendum to cover damage caused by flea infestation, the cause of such damage, in itself, shall not qualify as a non-remediable breach of this Addendum, and thus, shall not constitute grounds for termination of the Lease, provided however, that Tenant's payment of up to \$600.00 does not prohibit Management from terminating Tenant's Lease in accordance with the terms of this Addendum and/or the Virginia Residential Landlord and Tenant Act for a second or subsequent breach of this Addendum involving damage caused by flea infestation.

## Exhibit A

### Refundable Pet Deposit

Tenant owning a dog or cat who pays \$100.00 or more in monthly rent at the time he/she registers his/her pet with RRHA Management must pay RRHA a refundable pet deposit of \$100.00 to cover damages and other costs attributable to his/her pet.

Tenant who certifies that he/she or his/her household member is disabled and proves that his/her dog or cat assists him or his/her household member's disability is not required to pay this \$100.00 refundable deposit. Tenant paying \$50.00 minimum monthly rent at the time he/she registers his/her dog or cat will also be exempt from paying the \$100.00 refundable pet deposit.

Tenant paying between \$51.00 and \$99.00 monthly rent at the time he/she registers his/her dog or cat will only be required to pay a portion of the \$100.00 pet deposit in accordance with the attached "fee schedule."

### Non-Refundable Pet Fee

Tenant owning a dog or cat in RRHA's family developments, including low income and minimum monthly renters, must pay the \$50.00 non-refundable pet fee to cover the reasonable operating costs to RRHA associated with the presence of pets on Management property; provided however, that Tenant is not required to pay a \$50.00 non-refundable pet fee if: 1) Tenant is residing in housing reserved for the elderly by reason of age and/or 2) Tenant certifies that a dog or cat assists Tenant and/or Tenant's household member's disability.

## Exhibit C

I hereby certify that I am or a member of my household is a “person with disabilities” as this term is defined in 24 CFR § 5.403. I understand that although I am or a member of my household is exempt from the terms and conditions for pet ownership presented in ¶ 6 of this Addendum, I am or a member of my household is still liable to maintain a service pet in compliance with ¶ 4 of this Addendum.

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Tenant

The above-named Tenant has adequately demonstrated that his/her pet is trained to assist with Tenant’s or Tenant’s household member’s disability and that said pet actually assists his/her or his/her household member’s disability.

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Housing Manager

## Exhibit D

This is to certify that Tenant has registered his/her pet with Management. As part of the registration process, Tenant has done the following:

- 1) paid the pet deposit and fee to the extent applicable;
- 2) provided Management with a Certificate of Inoculation for his/her pet;
- 3) procured a pet license from the City of Richmond and presented it to Management;
- 4) presented Management with documentation confirming that his/her pet has been spayed or neutered;
- 5) allowed the pet to be photographed by Management; and
- 6) identified an emergency contact person to care for his/her pet in the event that Tenant dies, becomes seriously injured, ill or incapacitated. The emergency contact for Tenant is:

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone: \_\_\_\_\_

Tenant may change his/her emergency contact person or modify the above contact information in writing to Management.

## Exhibit E

### Installment Payment Arrangement

Tenants who register their dog or cat within the first three (3) months of this Addendum's effective date will be given the option to pay the refundable pet deposit of up to \$100.00 and the \$50.00 pet fee, where applicable, in three installments within the time frames allotted below:

- Tenant must pay 1/3 of the total deposit and/or fee amount at registration. Tenant should refer to the attached "fee schedule" for the total deposit he/she is required to pay in accordance with RRHA's Procedure Pet Policy.
- Tenant must pay a second installment equivalent to 1/3 the total deposit and/or fee amount within thirty (30) days of Tenant's registration of his/her pet.
- Tenant must pay the third and final installment equivalent to 1/3 the total deposit and/or fee amount within thirty (30) days of Tenant's second installment payment or within sixty (60) days of Tenant's first payment at registration, whichever is longer.

If Tenant fails to make any of the three installment payments by the deadlines prescribed above, then Tenant agrees to remove his/her pet from Management property within seven (7) days of Tenant's receipt of written notice from Management to do so. Tenant may cure his default and keep his pet on Management property subsequent to his/her receipt of this notice if on or before the expiration of the seventh (7<sup>th</sup>) day of Tenant's receipt of said notice, Tenant pays off the total amount owed for the deposit and/or pet fee.

### Entitlement to Rent Credit

Tenants who paid a \$200.00 refundable deposit for their pet under the previous Pet Addendum are entitled to a rent credit based upon the amount of rent Tenant paid when he/she first registered his/her pet. The rent credit is as follows:

<u>Rent</u>	<u>Credit</u>
\$100 or more	\$100
\$99	\$102
\$98	\$104
\$97	\$106
\$96	\$108
\$95	\$110
\$94	\$112
\$93	\$114
\$92	\$116
\$91	\$118
\$90	\$120

\$89	\$122
\$88	\$124
\$87	\$126
\$86	\$128
\$85	\$130
\$84	\$132
\$83	\$134
\$82	\$136
\$81	\$138
\$80	\$140
\$79	\$142
\$78	\$144
\$77	\$146
\$76	\$148
\$75	\$150
\$74	\$152
\$73	\$154
\$72	\$156
\$71	\$158
\$70	\$160
\$69	\$162
\$68	\$164
\$67	\$166
\$66	\$168
\$65	\$170
\$64	\$172
\$63	\$174
\$62	\$176
\$61	\$178
\$60	\$180
\$59	\$182
\$58	\$184
\$57	\$186
\$56	\$188
\$55	\$190
\$54	\$192
\$53	\$194
\$52	\$196
\$51	\$198
\$50 (minimum rent)	\$200

## FEE SCHEDULE

This fee schedule sets forth the refundable pet deposit amount owed by Tenants who pay between \$51.00 and \$99.00 monthly rent at the time they register their pet.

<u>Rent</u>	<u>Deposit</u>
\$51	\$2
\$52	\$4
\$53	\$6
\$54	\$8
\$55	\$10
\$56	\$12
\$57	\$14
\$58	\$16
\$59	\$18
\$60	\$20
\$61	\$22
\$62	\$24
\$63	\$26
\$64	\$28
\$65	\$30
\$66	\$32
\$67	\$34
\$68	\$36
\$69	\$38
\$70	\$40
\$71	\$42
\$72	\$44
\$73	\$46
\$74	\$48
\$75	\$50
\$76	\$52
\$77	\$54
\$78	\$56
\$79	\$58
\$80	\$60
\$81	\$62
\$82	\$64
\$83	\$66
\$84	\$68
\$85	\$70
\$86	\$72
\$87	\$74
\$88	\$76
\$89	\$78
\$90	\$80
\$91	\$82
\$92	\$84
\$93	\$86
\$94	\$88
\$95	\$90

\$96	\$92
\$97	\$94
\$98	\$96
\$99	\$98

## **Attachment J – Resident Membership of the PHA Governing Board**

Richmond City Council appoints a qualified resident in accordance with their approved procedure.

Current Resident Commissioner: Marilyn B. Olds appointed to the RRHA Board of Commissioners for the term – February 23, 2004- November 24, 2007.

## **Attachment K - Membership of the Resident Advisory Board**

### **Richmond Redevelopment and Housing Authority Resident Advisory Board for the Agency Plan**

Afton Avenue  
 Bainbridge  
 Creighton Court  
 Dove Court  
 Fairfield Court  
 Fulton  
 Gilpin Court  
 Hillside Court  
 Mosby Court  
 Whitcomb Court  
 Fay Towers  
 Fox Manor  
 Randolph/Maymont  
 Randolph/Idlewood  
 700 South Lombardy  
 1200 Decatur Street  
 1611 Fourth Avenue  
 1920 Stonewall  
 2700 Idlewood  
 3900 Old Brook  
 RRHA resident commissioner  
 RTO president  
 RTO vice president

HCVP representative  
HCVP representative

The presidents and vice presidents of the tenant councils from the above listed communities serve as RAB members. Currently, eight participants in the Housing Choice Voucher Program serve on the RAB who were selected by an application/lottery system.

## **Attachment L - Brief Statement of Progress in Meeting Mission and Goals Outlined in the Five-Year Plan**

### **Goal No. 1: Provide a variety of housing options for low- to moderate-income persons.**

Ongoing activities to meet objectives. A transitional housing program has been developed for Family Self-Sufficiency participants on Idlewood Avenue . All improvements have been completed with the exception of tool/storage houses and mailboxes. Plans are underway for development of other such communities.

Ninty -nine mixed-income rental apartments completed in Blackwell HOPE VI site and fully occupied by working families (50 public housing and 49 tax credit) with low and moderate incomes.

RRHA received a \$1 million grant for U. S. Department of Housing and Urban Development in January 2002 for a Housing Search Assistance Program to assist participants in partnership with Housing Opportunities Made Equal (HOME). Implemented May 2002. The program continues to assist HCV participants in locating housing.

### **Goal No. 2: Increase communications among developments.**

Initiatives have started in Fairfield, Creighton/East End Civic Association, and Blackwell/Blackwell Civic Association. Currently, RRHA has a Memorandum of Agreement with the Departments of Health, Social Services, Juvenile Justice, and the Police. RRHA participates in the Work Force Investment Act Task Force, New Vision, New Ventures, Richmond Urban League, Richmond Career Advancement Center and numerous other public and private agencies.

RRHA is providing technical assistance to the Richmond Tenants Organization to apply for grants(s) to enhance their organization's capacity to provide leadership to their councils and to network collaborate/build partnerships with other agencies.

#### **Objective 3:**

RRHA continues to partner with numerous public and private agencies such as the Health Department, Boys and Girls Club, Garfield, and others to bring needed services to its communities and to improve the quality of life in public housing.

#### **Objective 4:**

The Richmond Tenants Organization (RTO) through its leadership training will be encouraged to develop and to implement at least three major goals.

**Goal No. 3: Empower residents in RRHA operations.**

RRHA provides support, assistance, and resources to enhance the RTO annual meeting. Ongoing meetings are held with the RTO and individual tenant councils to create/open lines of communication and set expectations. A Memorandum of Agreement has been developed with all tenant councils and with the RTO.

Objective 1:

This past year, RRHA resident leaders attended a number of national training conferences to enhance their leadership effectiveness, including HUD's Public and Assisted Resident Leader Conference, the Youth Violence Prevention Workshop, the Neighborhood USA conference, NAHRO Leadership Training for Residents among others. RRHA will continue to research training and networking opportunities for residents.

Objective 2:

Assisted the RTO and individual councils to develop strategies to increase member attendance.

RRHA University Leadership Conference – planning conference for 2005-2006 that will provide leadership training and network opportunities to all tenant and advisory council officers.

RRHA University Tenant and Advisory Council Workshops –scheduled to coincide with the election of new officers.

Objective 5:

Memorandum of Agreement with individual tenant councils and with the RTO has been developed. Negotiation continues to finalize the document. **Memorandum of Agreements has been completed.**

Objective 6:

Resident Handbook has been developed in conjunction with the Richmond Tenants Organization – plans underway to be printed.

**Goal No. 4: Focus on Resident Self-Sufficiency**

The goal of increasing the Family Self-Sufficiency Program (FSS) enrollment by 100 percent has been met. The program currently has 439 public housing and Housing Choice Voucher participants enrolled. A marketing program with the public affairs office is currently in progress. A Family Self-Sufficiency transitional housing program has been developed in the Randolph community and plans are underway for possible sites in the Fulton, Raven Street in Mosby, Oscar Stovall, the HOPE VI community, and The Townes at River South.

Objective 1:

We have surpassed our minimum requirements in both public housing and the Housing Choice Voucher Program (Section 8). Our numbers continue to increase monthly. RRHA currently has 468 participants in FSS in public housing and in HCVP.

Objective 2:

The RRHA University provides comprehensive employment and training services to residents of public housing and participants in the Housing Choice Voucher Program (HCVP). A variety of helpful resources are provided that offer learning opportunities that are current, job skill related and easily accessible. Residents and HCVP participants can obtain the skills and knowledge they need to stay current while maximizing their opportunities for employment. Residents and HCVP participants have the ability to direct their learning and create an individual career development path.

Services include: intake/assessment, work experience, job placement, employability skills, job fairs, employment counseling, and a variety of skills training. The agency's technical training laboratory has been expanded to include twelve workstations and up to date software. Training modules that are available in the laboratory include: the suite of Microsoft products, educational software and Money Smart, an adult education program created by the Federal Deposit Insurance Corporation (FDIC) to help adults enhance their money skills and create positive banking relationships. In addition, RRHA University provides an array of supportive services such as; uniforms, transportation assistance, books and supplies.

Each participant completes vocational and academic assessments during the intake process. An Individual Employment and Training Plan (IETP) is developed for each participant. The IETP serves as the participants' roadmap during their tenure in the program. RRHA University partners with city agencies, local colleges and universities, employers and other community organizations to provide these services.

Through the usage of Drug Elimination and HOPE VI funding, residents received skills in training as certified nurse's assistants and as cosmetologists.

Objective 3:

Residents Services staff to continue to hold monthly educational and self-enhancement workshops for FSS participants on such topics as budgeting, credit repair, homeownership opportunities and self-improvement. Staff continues to attend all Housing Choice Voucher Program (Section 8) briefings.

The FSS newsletter "The Key" has been developed and distributed twice a year to all public housing households and placed in the HCVP office. The Housing Choice Voucher Program briefing sessions include information to encourage and promote FSS participation. There were 143 active participants effective March 1, 2005 with 65 receiving escrow payments. Five FSS participants are receiving homeownership vouchers. One participant has successfully completed the FSS program. There are 122 participants on the waiting list to enroll in the FSS program.

**Objective 6:**

Tenant Council offices have been created in all major housing communities, supporting council efforts to inform and educate their communities.

In 2004, thirty-eight former Blackwell residents (20 public housing, 18 Housing Choice Voucher) participated in FSS. One hundred sixty-one former Blackwell residents were enrolled in education and workforce training, and out of this number, 101 were employed. Due to the various changes including reductions/changes in staffing assignments it is not known how many of the former Blackwell residents are now enrolled in FSS.

One hundred seventeen (117) families in the Family Self-Sufficiency Program had escrow accounts in 2004. There are 279 active participants in the FSS program with 112 receiving escrow payments. Meetings are held bi-monthly on various topics. Twenty-five youth and teens participated in the Summer Arts Project with local artists and VCU faculty in 2004.

RRHA has contracted with Richmond Urban League to help residents with credit repair services. Between March 2004 and February 2005 150 people received this service. January – December 2004- 5 of 11 public housing FSS graduates became homeowners. 2 of 11 graduates started their own in-home childcare business.

In partnership with Richmond Public Schools and Resident Services staff Whitcomb Court became an official on-site GED instruction location. To date 19 residents have enrolled in the classes.

**Goal No. 5: Institute quality assurance mechanisms.**

PHAS will be utilized as a mechanism for feedback for determining effectiveness in service delivery. One staff person has been assigned the responsibility for quality control on vacancy work. Maintain UPCS Standards (Uniform Conditions Standards). A customer service analyst was hired by December 30, 2000, meeting the stated objective as scheduled.

**Objective 6**

The current version of MLS will be replaced by October 1, 2005. Old computers have been identified and out of warranty computers that do not meet current technical requirements will be replaced by December 31, 2004. The document imaging system is scheduled to be completed by December 31, 2005. Multi-function copy machines will be replaced by August 31, 2004. A new wireless network is scheduled to be completed by December 31, 2004, which will make connections faster.

**Goal No. 6: Provide affordable housing stock.**

Ongoing activities. Also see report or progress for Goal No. 1.

**Goal No. 7: Improve community's perception of Housing Choice Voucher Program (formerly known as Section 8) and public housing programs.**

RRHA has been involved in providing community outreach, community meetings, and public briefings to potential landlords, programs/briefings for residents on how to be better tenants and working with the city to clean up privately-owned apartments. The Assisted Housing office is open 8:00 a.m. - 5:00 p.m. daily and opens on RRHA Customer Service Saturdays. Two landlord briefing sessions were held in May 2001 and June 2001 Six landlord briefing sessions were held in 2002. A minimum of four landlord briefings will continue to be held annually (two for new/prospective landlords and two for existing landlords).

- Assisted Housing held "Open House" in October 2002 and will continue to do so annually. Participates in monthly Customer Service Saturday.
- Newsletters have been distributed to landlords and participants.
- Brochures have been updated.

**Goal No. 8: Improve the quality of maintenance operations.**

RRHA plans to implement a quality control unit by August 30, 2004 have been canceled due to budget reductions. One employee has been assigned the responsibility for checking all work performed by the vacancy crew. A customer satisfaction component for quality control has been completed.

**Goal No. 9: Identify and market housing strategies.**

Relationships continue to be developed to assist in broadening housing opportunities in the city and surrounding counties that will assist mixed-income families served by RRHA. A \$1 million grant that was received in January 2002 is being used to provide assistance to participants through the Housing Search Assistance Program in partnership with HOME.

Meetings were held with tenant council leaders of Mosby Court and Gilpin Court about revitalization in public housing areas in prior to the 2003 Agency Plan submission. Tenant council leaders met with residents to get their input on revitalizing housing. However, plans for revitalization of Mosby Court and Gilpin Court have been postponed until completion of a strategic plan and feasibility study, which will provide data that will assist in determining the continued use of public housing properties and the impact of various factors upon the properties.

RRHA has a number of projects that are either in the planning or preliminary stages of development throughout the city. Some projects are in partnership with private developers, non-profits or supportive of the City of Richmond efforts to address housing needs.

Neighborhoods in Bloom (NIB) continues to be the most progressive and focused neighborhood investment program the city of Richmond has seen in recent years. The program's philosophy is simple – to focus Richmond's neighborhood revitalization resources to achieve maximum impact and positive changes that are crucial to the future of our neighborhoods. Program objectives emphasize increasing homeownership to enhance community stability and attract private investment as keys to growth and sustainability. All of the following programs are supportive and complement the City's Neighborhoods in Bloom Program.

**Replacement Housing** Funds will be leveraged with other sources of funds to develop up to 30 single family homes in the Blackwell community. RRHA will provide technical services including architectural drawings and specifications. The program was approved by HUD in 2005.

**In Jackson Commons**, RRHA has entered into a development agreement with Jackson Commons Partnership, LLC (JCP). This partnership consists of Walker Row Partnership and Miller and Associates. JCP will develop 62 single-family homes and 26 multi-family senior housing units. The total investment for this project is estimated to exceed \$20 million. Construction is planned to begin in spring of 2005.

The **Tucker Cottage** –The Cottage was relocated to 701 Chamberlayne Parkway and then sold to Walker Row Partnership for Rehabilitation. The property will become single-family rental. The rehabilitation will be completed in the spring of 2005.

The **25<sup>th</sup> Street/Nine Mile Road** project will consist of the acquisition of 105 units, the demolition of 62 structures, and the relocation of 38 tenants and 9 property owners. RRHA will procure a developer for this site and transfer properties to the developer to construct commercial and single family residential structures. Funding source is through the City of Richmond and private funds. The project is scheduled for completion in December 2008.

In **Rose Corridor** -The city of Richmond has allocated funding for infrastructure development in this area. RRHA and CMN LLC executed a development agreement in October 2003, which also commits CMN LLC to build 30 houses in this area. RRHA will be responsible for land acquisition, relocation and construction management for infrastructure.

**Brookland Park Boulevard** - RRHA continued to cooperate with the City's Department of Economic Development in efforts to revitalize this commercial corridor.

A developer selected by RRHA is rehabilitating 15 E. Brookland Park Boulevard for office space.

**Fulton** - 32 single-family homes are planned as part of a HOPE VI development agreement with Health-E Communities. Construction should be begin June 2005.

In the **Randolph** community, several projects are underway that will complete the redevelopment of the neighborhood. In October 2003, RRHA executed a development agreement with Premiere Homes, LLC to build 70 new single-family houses. Construction began in the fall of 2004. RRHA is also working with Crute Construction to build 8 market-rate houses in the Randolph community.

**West Cary Street** - RRHA has focused on the redevelopment of the 1700 and 1900 blocks. RRHA executed development agreements with East-West Partners in January 2003 to develop townhouse-style condominiums in the 1700 block and commercial space in the 1900 block. Construction of the 1400 block is scheduled to begin in the spring of 2005.

**HOPE VI** - Other activities include the construction of 99 multi-family units in Phase 1 that were constructed in Blackwell and completed in 2000 and Phase 2 with 62 multi-family units were completed in December 2004. Single family houses will be constructed in Blackwell and several off-site areas: Blackwell – 188 houses to be completed in phases beginning in June 2005.

Manchester/Randolph/Carver/Churchill/Jackson Ward – 65 houses to be completed by June 2006; Fulton – 25 houses to be completed by June, 2006; and Blackwell/Swansboro – 16 houses to be completed by June 2006.

**Non-HOPE VI** - In addition through efforts with Imani CDC 68 multi-family units and some retail/office space will be constructed in the Hull Street area with \$7 million in low-income tax credits from Virginia Housing Development Authority.

Other homeownership programs continue with the final stages of 5(h) programs in Carver (VA7-27) – 4 houses; Scattered Sites (VA 7-28) – 1 house; Scattered Sites (VA 7-30) – 10 houses; Scattered New Construction ( VA 7-32) – 5 houses.

**Goal No. 10: Improve public awareness of RRHA programs.**

Program has been established to improve the physical image by removing graffiti from property within 72 hours and landscaping to create proper curb appeal and to improve the public perception of RRHA properties.

Objective 1: The following efforts continue to be implemented. Development of Communications Plan and Customer Relations Plan are underway. Communications efforts that are underway and ongoing include:

- RRHA resident newsletter - The Spirit. Published quarterly.
- RRHA video and audio public service announcements produced to promote agency awareness and self-sufficiency programs. Public affairs programming
- Public affairs programming appearances on local radio stations; public service announcements in local newspapers. Feature articles in local newspapers.
- Publication of RRHA calendar and other publications such as the “InFocus” newsletter and HOPE VI newsletter.
- Print advertisements in local newspapers.
- Speaking engagements and presentations to community organizations, social service organizations, schools and other partners and stakeholders.
- RRHA web site launched. Provides full overview of agency programs and services; e-mail address for customer inquiries.
- The distribution of the Housing Choice Voucher Program Newsletter bi-annually for participants and landlords is planned to be resumed for the summer, 2004. The last issue was distributed in March 2003.

Objective 6: The following efforts continue to be implemented. RRHA continues to design and implement operational improvements to enhance service delivery and become a more customer-oriented agency:

- ♦ RRHA provides a comprehensive training and development program for all staff including a Supervisory Academy for all managers and supervisors.
- Improved telephone systems and technology- Customer service line established and web site improvements
- Development of agency customer service philosophy.
- Development and implementation of customer service telephone standards.
- Development of Customer Service Saturday programs.
- Development of “Stargram” electronic newsletter for staff.
- ♦ Implemented Customer Service line –24-hour line and email system.

### **Goal No. 11: Improve safety in public housing communities.**

Established a hotline for residents on December 15, 2000. Other activities are ongoing to include attending meetings with resident patrols, coordinating information with other agencies and monitoring statistics to determine effectiveness of efforts.

Objectives:

1. Strengthen relationship with police department as outlined in memorandum of agreement, with emphasis on community policing. **Completed September 2001 and ongoing**
3. Assist police with public safety campaigns by publishing and distributing flyers, regular police forums on crime and safety issues by March 30, 2001. **Completed**
3. Provide select residents with telephones (police line only ) to assist in crime reporting by September 30, 2001. **Completed.**

4. Document through database follow-up per each police report of incidents by September 30, 2001. **Completed and ongoing**
5. Implement hotline for crime reporting by December 31, 2000. **Completed; joint venture with Richmond Crime Stoppers and continues**
6. Security chief to facilitate coordinated anti-crime efforts by January 1, 2001. **Completed**
7. Support the Tenant Councils in reducing crime and improving communities by April 1, 2001. **Resident patrol in progress and continues.**
8. Develop tenant patrols in all housing communities by September 30, 2001. **Completed**
9. Reduce crime in its developments by 5% each year – 15% by September 30, 2004, and maintain security efforts in the elderly buildings. **Efforts continue to address crime/ ongoing.**

**Goal No. 12: Make available housing options to Housing Choice Voucher Program (Section 8) tenants.**

RRHA has held landlord briefings and opened the application process to the public in 2003. With the receipt of an additional allocation of new vouchers in the amount of 102 units the lease-up rate has been temporarily reduced to a rate of 92% ( as of April 1, 2004). Participants continue to be encouraged to lease outside of the city limits (Henrico, Chesterfield, Hanover). RRHA is working with Housing Opportunities Made Equal (HOME) to encourage participants to lease throughout the metropolitan area with grant funding in the amount of \$ 1 million for a 3-year period for the Housing Search Assistance Program. SEMAP and other training have been provided for staff to improve program management.

**Goal No. 13: Maintain public housing assets.**

RRHA had planned to establish additional preventive maintenance checks in August and September to prepare for HUD inspection. The original schedule would have been revised to a 10-month cycle. However, due to budget cuts it has become necessary to remove the plan objective to supplement the Preventive Maintenance Program with an exterior Preventive Maintenance crew.

The Preventive Maintenance Program's operation to allow for an additional mini Preventive Maintenance by April 1, 2001, has been done.

**Goal No. 14: Market resident service programs.**

Ongoing program to market programs. Brochures, posters, and other visuals are in the process of being developed. RRHA programs and services to increase awareness and generate more resident participation are being marketed through a media campaign created by resident services staff in conjunction with Communications. Memorandum of Agreement with tenant councils and the RTO has been developed.

Various marketing and communications projects have been completed to promote resident involvement and participation in resident activities and other programs.

- Launch of RRHA newsletter for residents – “The Spirit”. Published quarterly and distributed to each public housing residence and in other city facilities and newsstands.
- Creation of Family Self-Sufficiency Program newsletter, “The Key.”  
HOPE VI Self-Sufficiency Training Program:  
Video campaign; video and radio public service announcements; radio appearances on public affairs programming; articles published in local newspapers and agency newsletters.
- Family Self-Sufficiency Program  
Video campaign; video and radio public service announcements produced. Print advertisements designed and placed in local newspapers. Print public service announcements distributed and published.

Marketing and informational materials produced - flyers, posters, meeting notices, invitations, brochure, folder. Marketing materials produced for distribution.

- RRHA web site. Information regarding programs and services available for all audiences.

#### **Goal No. 15: Ensure fiscal responsibility.**

Improvements are underway and ongoing to improve forecasting and management activities. Improvements have been adapted to improve the budget process. Training for staff has been provided and continues on an on-going basis.

#### **Goal No. 16: Improve purchase and distribution of materials.**

Plans are underway to implement a central warehouse operation. **Done; fully staffed and managed.** The cost of materials has been lowered since the Purchasing Office has consolidated requirements for materials for all sites and purchases materials in volume. The frequency of re-orders has been reduced, which saves time for maintenance staff, central warehouse staff and purchasing staff. The inventory process was handled by central warehouse staff, which allowed maintenance staff to continue with maintenance duties without interrupting scheduled work. The procedures and professionalism of the inventory process helped to reduce the volume of work normally required by the auditors, which reduced another cost.

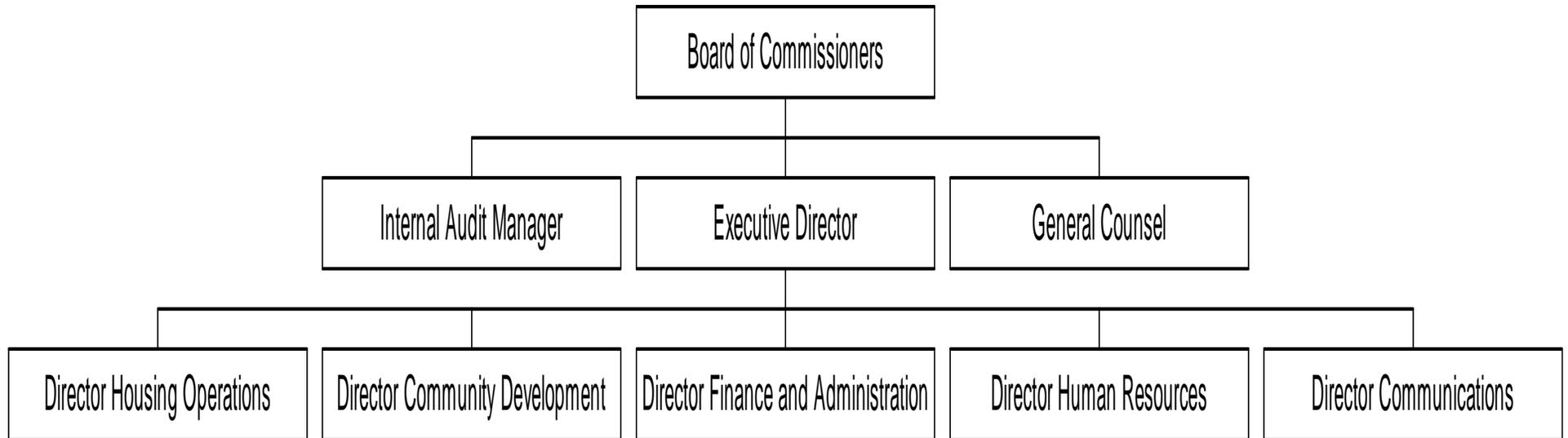
**Attachment M - PHA Management Organizational Chart**

**See next page**

# RICHMOND REDEVELOPMENT & HOUSING AUTHORITY

## ORGANIZATIONAL CHART

6-4-03



## Attachment N – Component 10 (B) Voluntary Conversion Initial Assessments

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? 15
- 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)? 8 elderly, 2 developments subject to partial demolition/disposition (10 total).
- c. How many assessments were conducted for the PHA’s covered developments? 15
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: none

Development Name	Number of units

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: Completed

## **INITIAL ASSESSMENT OF THE VOLUNTARY CONVERSION OF DEVELOPMENTS REPORT**

The initial assessment of the voluntary conversion of developments from public housing stock to vouchers reveals the following:

- Two developments (Mosby Court and Gilpin Court) are subjects of an application for partial demolition and disposition as described in the 2001 annual plan that has not been disapproved by HUD.
- Thirteen developments (Whitcomb Court, Fairfield Court, Small House Program, Dove Court, Bainbridge/Moody, Used House Program, Overlook/Mimosa, Randolph Family, Fulton, Afton Avenue, Bainbridge/Stovall, Carver Townhouses and scattered sites 5(h) are inappropriate for conversion because it would be more expensive to convert than to continue operating the developments as public housing. This conclusion was reached in an in-house streamlined initial assessment process.

In analyzing the remaining two developments (Hillside and Creighton Courts) where public housing costs exceed the cost of tenant-based assistance, these developments are also inappropriate for conversion for the following reasons:

- The developments lack modern amenities available in the private rental housing market and would have difficulty in competing in the current rental market.

In addition to the physical limitations, the following factors will have an adverse affect on the availability of affordable housing in the community.

- 3,845 families, as of April 22, 2002, are on the public housing waiting list.
- 743 families, as of April 22, 2002, are on the Section 8 waiting list.
- The average housing search time for Housing Choice Voucher clients is 60 days.
- The current local rental market vacancy rate is 6% for all rental units. Vacancy rates, in our experience, for affordable units, is less than one-third of the overall rate.

- The two potential HOPE VI developments (Mosby and Gilpin Court) proposals could have a net effect of reducing our public housing units by 889 units.
- 336 units or a reduction of approximately 8%. This will also put a higher demand on our affordable housing resources as the residents are relocated.

**The above report was prepared in accordance with HUD requirements, submitted with the Agency Plan in 2002. This report continues to be included as a required document with all Agency Plan submissions.**

RRHA certifies that all public housing developments, excluding exempt developments have been reviewed, that the implications of converting the public housing to tenant-based assistance have been considered, and concluded that conversion of the developments is inappropriate because removal of the developments would not meet the necessary conditions for voluntary conversion.

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T. P. Curtis  
Executive Director

Submitted 6-20-02

Date

**The above report was prepared in accordance with HUD requirements, submitted with the Agency Plan in 2002. This report continues to be included as a required document with all Agency Plan submissions.**

**Attachment O (va007h01)**

**To be updated upon notification by HUD of the amount of funding for 2005**

**FY 2004 Annual Statement  
Replacement Housing Grant Funds (RHGF)  
(\$1,011,702)**

It is the intent of the Richmond Redevelopment and Housing Authority to combine the FY 2000 (\$178,459), 2001 (\$855,749), 2002 (\$1,004,697), 2003 (\$797,468), 2004 (\$1,011,702) and future RHGF to assist in the development of approximately 30-units for a single-family, mixed-income, mixed-finance project in the Blackwell neighborhood and various neighborhoods within the City of Richmond.

It is the Authority's plan to provide qualified purchasers from the former Blackwell neighborhood and other public housing eligible families an opportunity to move back into the new community and or into various neighborhoods within the City of Richmond by building multifamily and single-family replacement housing units which may be part of a mixed income development. The Replacement Housing Funds will be used for financing construction, deferred loans and gap financing as needed. The Replacement Housing Funds will be leveraged with private bank financing. Proceeds will be revolved back into the Replacement Housing Grant Program to complete the 30 homes and used to continue to develop additional homes and related amenities.

The use of the Replacement Housing Grant Fund to provide replacement housing units in the Blackwell neighborhood and various Richmond neighborhoods is consistent with the RRHA Agency Plan (FY 2002), (FY 2003) and FY (2004) which states that RRHA intends to pursue planning and funding for redevelopment activities. In addition the Agency Plan identifies Blackwell (Section 7B of the Plan, HOPE VI and Public Development and Replacement Activities: Non-Capital Fund) for proposed activities.

Plans to revitalize Mosby South have been postponed until completion of the Strategic Planning and Feasibility/Physical Needs Assessment which will include five, ten, and twenty year plans and a database of the condition and improvements for RRHA public housing properties. The outcome of the strategic planning and study will provide documentation and input that will be used to determine future revitalization activities for RRHA properties.

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

HA Name: <b>RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY</b>	<b>Grant Type and Program</b> Capital Fund Program Grant No. Replacement Housing Factor Grant No.	Federal FY of Grant: <b>2005</b>
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Original Annual Statement     Reserve for Disasters/Emergencies     Revised Annual Statement/Revision Number\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending\_\_\_\_\_     Final Performance and Evaluation Report\_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	1,428,095			
3	1408 Management Improvements-Soft Costs	1,428,095			
	1408 Management Improvements-Hard Costs				
4	1410 Administration	550,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	350,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	985,000			
10	1460 Dwelling Structures	2,986,500			
11	1465.1 Dwelling Equipment-Nonexpendable	418,100			
12	1470 Nondwelling Structures	-			
13	1475 Nondwelling Equipment	50,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines 2-19)	8,195,790			
21	Amount of line 20 Related to LBP Activities				
22	Amount of Line 20 Related to Section 504 Compliance				
23	Amount of Line 20 Related to Security-Soft Cost				
24	Amount of Line 20 Related to Security-Hard Cost				
25	Amount of Line 20 Related to Energy Conservation Measures	405,600			
26	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2005</b>			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories		Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
1. VA 7-1	Sod		1450	Unit	25,000				
	Gilpin Court		1450	LS	5,000				
	Calhoun		1460	LS	200,000				
	Calhoun		1460	LS	30,000				
	Total				260,000				
2. VA 7-2	Tree Pruning		1450	LS	5,000				
	Gilpin Court		1450	7813 SY	25,000				
	Extension		1460		50,000				
	Total				80,000				
3. VA 7-4	Sod		1450	31250 SY	100,000				
	Hillside Court		1450	LS	5,000				
			1460	402 EA	1,608,000				
			1465	402 EA	160,800				
			1460		600,000				
	Total				2,473,800				
4. VA 7-5	Sod		1450	31250 SY	100,000				
	Creighton Court		1450	LS	5,000				
	Total				105,000				
5. VA 7-6	Sod		1450	31250 SY	100,000				
	Whitcomb Court		1450	LS	5,000				
	Total				105,000				
6. VA 7-7	Sod		1450	31250 SY	100,000				
	Fairfield Court		1450	LS	5,000				
	Total				105,000				
7. VA 7-8	Sod		1450	31250 SY	100,000				
	Mosby Court		1450	LS	5,000				
			1460	18315sf	200,000				
			1465	441 EA	178,400				
	Total				483,400				

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:			
		Capital Fund Program Grant No.				2005			
		Replacement Housing Factor Grant No.							
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	Obligated	Expended		
8. VA 7-9	Sod	1450	7,813 SY	25,000					
North Scattered	Refrigerators	1465	148 EA	59,200					
	Total			84,200					
9. VA36-9	Repaving Parking Area	1450	1000/unit	200,000					
1202 N. 1st St	Interior Renovations	1460	200 EA	100,000					
	Replace Furniture	1475	LS	50,000					
	Total			350,000					
10. VA 7-12	Renovate Bathrooms	1460	24 EA	75,000					
2700 Idlewood	Replace Apartment Doors	1460	24 EA	5,000					
	Replace Ceiling Tile	1460	24 EA	1,000					
	Total			81,000					
11. VA 7-12									
Dove Court	Sod	1450	9,000 sy	30,000					
	Repair Storage Doors	1460	LS	20,000					
	Total			50,000					
12. VA 7-15	Refrigerators	1465	18 ea	7,200					
Bainbridge	Total			7,200					
13. VA 7-17	Sod	1450	1500 sy	5,000					
Overlook	Total			5,000					
14. VA 7-18	Replace Ceiling Tile	1460	Ls	2,000					
Stonewall Place	Total			2,000					
15. VA 7-19	Replace Ceiling Tile	1460	Ls	3,000					
3900 Old Brook	Total			3,000					
16. VA 7-19	Landscaping	1450	400/unit	30,000					
700 S Lombardy	Total			30,000					







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

PHA Name:		Grant Type and Number					Federal FY of Grant:
		Capital Fund Program Grant No.					2005
		Replacement Housing Factor Grant No.					
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1. VA 7-1	9/30/2007			9/30/2009			
Gilpin Court							
Calhoun							
2. VA 7-2	9/30/2007			9/30/2009			
Gilpin Court							
Extension							
3. VA 7-4	9/30/2007			9/30/2009			
Hillside Court							
4. VA 7-5	9/30/2007			9/30/2009			
Creighton Court							
5. VA 7-6	9/30/2007			9/30/2009			
Whitcomb Court							
6. VA 7-7	9/30/2007			9/30/2009			
Fairfield Court							
7. VA 7-8	9/30/2007			9/30/2009			
Mosby Court							
8. VA 7-9	9/30/2007			9/30/2009			
North Scattered							
9. VA 7-9	9/30/2007			9/30/2009			
1202 N 1st St							
10. VA 7-9	9/30/2007			9/30/2009			
2700 Idlewood							

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

PHA Name:		Grant Type and Number					Federal FY of Grant:
		Capital Fund Program Grant No.					2005
		Replacement Housing Factor Grant No.					
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
11. VA 7-12 Dove Court	9/30/2007			9/30/2009			
12. VA 7-15 Bainbridg/Moody	9/30/2007			9/30/2009			
13. VA 7-17 Overlook	9/30/2007			9/30/2009			
14. VA 7-18 20th & Stonewall	9/30/2007			9/30/2009			
15. VA 7-19 3900 Old Brook	9/30/2007			9/30/2009			
16. VA 7-19 700 S Lombardy	9/30/2007			9/30/2009			
17. VA 7-20 Randolph Family	9/30/2007			9/30/2009			
18. VA 7-22 1611 Fourth Ave.	9/30/2007			9/30/2009			
19. VA 7-23 Afton Avenue	9/30/2007			9/30/2009			
20. VA 7-24 Stoval Place	9/30/2007			9/30/2009			
21. VA 7-24 Fox Manor	9/30/2007			9/30/2009			

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

PHA Name:		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.					Federal FY of Grant: <b>2005</b>
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Management Improvements	9/30/2007			9/30/2009			
A&E Fees	9/30/2007			9/30/2009			
Operations	9/30/2007			9/30/2009			
Administration	9/30/2007			9/30/2009			
RBEDC Clerks	9/30/2003			9/30/2004			
Operations	9/30/2003			9/30/2004			
Administration	9/30/2003			9/30/2004			

**Capital Fund Program Five-year Action Plan**

**PART I: SUMMARY**

PHA Name:		<b>Richmond Redevelopment and Housing Authority, Richmond VA</b>			<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	Work statement for Year 3 FFY Grant: 2007	Work statement for Year 4 FFY Grant: 2008	Work statement for Year 5 FFY Grant: 2009	
VA 36-1 Gilpin Court/Calhoun	Annual  Statement	326,661	0	750,000	922,000	
VA 36-2 Gilpin Court Extension		340,341	0	200,000	1,865,840	
VA 36-4 Hillside Court		481,435	463,305	1,459,000	1,330,000	
VA 36-5 Creighton Court		1,444,560	784,355	3,470,000	205,000	
VA 36-6 Whitcomb Court		545,895	782,033	220,500	1,625,000	
VA 36-7 Fairfield Court		538,382	537,033	450,000	3,236,846	
VA 36-8 Mosby Court		793,925	1,510,000	90,000	2,119,981	
VA 36-9 North Scattered		234,635	89,200	0	195,000	
VA 36-9 1202 N. 1st St		17,960	0	100,000	536,500	
VA 36-9 1200 Decatur		2,160	5,000	0	0	
VA 36-10 Small House		681,640	156,000	0	42,000	
VA 36-10 2700 Idlewood		2,160	104,000	0	0	
VA 36-12 Dove Court		455,781	20,000	0	296,200	
Total CFP Funds (Est.)						
Total Replacement						
Housing Factor Fund						

**Capital Fund Program Five-year Action Plan**

**PART I: SUMMARY**

PHA Name:		Richmond Redevelopment and Housing Authority, Richmond VA		<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	Work statement for Year 3 FFY Grant: 2007	Work statement for Year 4 FFY Grant: 2008	Work statement for Year 5 FFY Grant: 2009
VA 36-15 Bainbridge/Moody	Annual            Statement	1,616	20,000	0	59,500
VA 36-16 Used House		5,400	190,000	0	517,000
VA 36-17 Overlook		898	5,000	0	6,000
VA 36-18 Stonewall		28,284	15,000	30,000	15,000
VA 36-19 Old Brook		19,244	10,000	0	0
VA 36-19 700 S. Lombardy		26,740	10,000	0	27,000
VA 36-20 Randolph		44,668	246,000	31,200	0
VA 36-21 Fulton		89,859	18,000	0	15,000
VA 36-22 1611 4th		159,450	205,000	0	1,665,000
VA 36-23 Afton		57,864	10,000	0	44,758
VA 36-24 Stovall Place		43,402	5,000	45,000	285,000
VA 36-24 Fox Manor		4,490	200,000	580,000	66,500
Total CFP Funds (Est.)		9,066,600	8,851,485	10,892,259	18,545,125
Total Replacement					
Housing Factor Fund					

<b>Capital Fund Program Five-year Action Plan</b>						
<b>PART II: Supporting Pages--Work Activities</b>						
Activities for	Activities for Year: 2			Activities for Year: 2		
Year 1	<b>FFY Grant: 2006</b>			<b>FFY Grant: 2006</b>		
2005	PHA FY:	Quantity	Estimated Cost	PHA FY:	Quantity	Estimated Cost
	<b>VA36-1 Gilpin Court</b>			<b>VA36-9 North Scattered</b>		
	Replace Smoke Detectors	297 units	26,661	Window/Emergency Egress	1221/unit	180,775
	Window/Emergency Egress	297 units	300,000	Replace Smoke Detectors	148 units	53,860
	<b>VA36-2 Gilpin Court Extension</b>			<b>VA36-9 1202 N. 1st St</b>		
	Replace Smoke Detectors	338 units	30,341	Replace Smoke Detectors	200 units	17,960
	Window/Emergency Egress	338 units	270,000			
	Replace Mail Boxes	338 units	40,000	<b>VA36-9 1200 Decatur</b>		
				Replace Smoke Detectors	24 units	2,160
	<b>VA36-4 Hillside Court</b>					
	Replace Smoke Detectors	402 units	36,086	<b>VA36-10 Small House Program</b>		
	Window/Emergency Egress	983/unit	395,349	Replace Smoke Detectors	75 units	6,640
	Landscaping	402 units	50,000	Kitchen Cabinet Replacement	4000/unit	300,000
				Bathroom Renovations	4000/unit	300,000
	<b>VA36-5 Creighton Court</b>			Upgrade Electrical	1000/unit	75,000
	Window/Emergency Egress	1059/unit	533,720			
	Replace Smoke Detectors	504 units	45,240	<b>VA36-10 2700 Idlewood Ave</b>		
	Landscaping/Fencing	504 units	60,000	Replace Smoke Detectors	24 units	2,160
	Prime Doors	1008 ea	705,600			
	Paint Porch Columns	504 units	100,000	<b>VA36-12 Dove Court</b>		
				Window/Emergency Egress	1356/unit	81,395
	<b>VA36-6 Whitcomb Court</b>			Replace Smoke Detectors	60 units	5,386
	Replace Smoke Detectors	441 units	39,500	Screen and Interior Doors	967/units	58,000
	Window/Emergency Egress	1035/unit	456,395	Porches and Lights/Switches	5183/units	311,000
	Landscaping	441 units	50,000			
				<b>VA36-15 Bainbridge/Moody</b>		
	<b>VA36-7 Fairfield Court</b>			Replace Smoke Detectors	18 units	1,616
	Window/Emergency Egress	1003/unit	448,256			
	Replace Smoke Detectors	447 units	40,126	<b>VA36-16 Used House Program</b>		
	Landscaping	447 units	50,000	Replace Smoke Detectors	60 units	5,400
	<b>VA36-8 Mosby Court</b>			<b>VA36-17 Overlook Mimosa</b>		
	Window/Emergency Egress	1064/unit	474,680	Replace Smoke Detectors	10 units	898
	Replace Smoke Detectors	446 units	40,036			
	Grading	446 units	279,209			
	Subtotal of Estimated Cost		4,471,199	Subtotal of Estimated Cost		1,402,250

**Capital Fund Program Five-year Action Plan**  
**PART II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 2		Activities for Year: 3			
	FFY Grant: 2006		FFY Grant: 2007			
	PHA FY:	Quantity	Estimated Cost	PHA FY:	Quantity	Estimated Cost
	<b>VA36-18 Stonewall</b>			<b>VA36-4 Hillside Court</b>		
	Replace Smoke Detectors	70 Units	6,284	Bathroom Traps	402 Units	150,000
	Intercom System	70 units	22,000	HVAC (Risers)	LS	223,305
				Replace Laterals (exterior C.O.)	LS	70,000
	<b>VA36-19 Old Brook Circle</b>			Fencing	LS	20,000
	Replace Smoke Detectors	25 Units	2,244			
	Replace Entrance Door	Is	15000	<b>VA36-5 Creighton Court</b>		
	Exterior Lighting		2,000	Remove Gas Meters in Units	504 Units	75,000
				Replace Laterals (exterior C.O.)	LS	130,000
	<b>VA36-19 700 South Lombardy</b>			HVAC (Risers)	504 Units	279,355
	Replace Smoke Detectors	75 units	6,740	Interior Doors	504 Units	300,000
	Intercom System	75 units	20,000			
				<b>VA36-6 Whitcomb Court</b>		
	<b>VA36-20 Randolph Family</b>			HVAC/Electric & Boiler Controls	441 Units	134,000
	Replace Smoke Detectors	52 units	4,668	HVAC (Risers)	441 Units	248,033
	Install Back Porch Canopy	769/unit	40,000	Sod	441 Units	200,000
				Primary Electric (Poles, etc.)	441 Units	200,000
	<b>VA36-21 Fulton Family</b>					
	Window/Emergency Egress	1314/unit	84,109	<b>VA36-7 Fairfield Court</b>		
	Replace Smoke Detectors	64 units	5,750	Heating & Hot water Boilers	447 Units	200,000
				HVAC (Risers)	447 Units	248,033
	<b>VA36-22 1611 4th Avenue</b>			Replace Roof Shingles	10 Bldgs	59,000
	Replace Smoke Detectors	64 units	9,450	Replace Boiler Room Roofing	447 Units	30,000
	Upgrade Electrical		150,000			
				<b>VA36-8 Mosby Court</b>		
	<b>VA36-23 Afton Avenue</b>			Replace Laterals (exterior C.O.)	LS	10,000
	Window/Emergency Egress	1356/unit	54,264	Foundation Settlement	10 Bldgs	100,000
	Replace Smoke Detectors	40 units	3,600	Replace Heating Boilers	104 units	1,400,000
	<b>VA36-24 Stoval Place</b>			<b>VA36-9 North Scattered</b>		
	Window/Emergency Egress	1356/unit	40,698	Landscaping	LS	30,000
	Replace Smoke Detectors	30 units	2,704	Refrigerators	148 ea	59,200
	<b>VA36-24 Fox Manor</b>			<b>VA36-9 1200 Decatur</b>		
	Replace Smoke Detectors	50 units	4,490	Landscaping	LS	5,000
	Subtotal of Estimated Cost		474,001	Subtotal of Estimated Cost		4,170,926







**Capital Fund Program Five-year Action Plan**

**PART II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 5		Activities for Year: 5			
	FFY Grant: 2009		FFY Grant: 2009			
	PHA FY:	Quantity	Estimated Cost	PHA FY:	Quantity	Estimated Cost
	<b>Dove Court</b>			<b>Fulton</b>		
	Roof shingles	60 ea	100,200	Exterior Doors	64 ea	10,000
	Fencing	2000 lf	40,000	Install Extra Light Poles	13 ea	5,000
	Fascia Soffit Replacement	11667 lf	70,000			
	Lintel Repairs	7 bldgs	20,000	<b>1611 4th Avenue</b>		
	Sidewalk Repairs	1440 sf	18,000	Roofs-Caps		106,000
	Entrance Doors	120 ea	48,000	Floor Tile - Bathrooms		43,000
				Parking Lot		16,000
	<b>Bainbridge/Moody</b>			Windows		1,500,000
	Replace Doors at Boiler Rooms	9ea	4,500			
	Fencing	1000 lf	20,000	<b>Afton Avenue</b>		
	Install Driveway	1s	35,000	Refrigerators	40 units	16,758
				Ranges	40 units	16,000
	<b>Used House Program</b>			Roof Shingle Replacement	40 units	12,000
	Roof Shingles		90,000			
	Windows		100,000	<b>Stovall Place</b>		
	Prime Doors		50,000	Fascia Soffit	6667 lf	40,000
	Sidewalk repairs		45,000	Siding	30 units	40,000
	Siding and Soffit		152,000	Roof Shingles Replacement	30 units	80,000
	Interior Doors		50,000	Window Replacement	251 ea	100,000
	Tree Pruning		30,000	Gutter and downspouts	30 units	25,000
				<b>Fox Manor</b>		
	<b>Overlook/Mimosa</b>				50 units	30,000
	Storm Doors		3,000	Sidewalk Repairs	520 sf	6,500
	Gutters		3,000	Replace Storm Doors	50 ea	30,000
	<b>Stonewall</b>					
	Yard Sprinkler Upgrade		10,000			
	Security Camera		5,000			
	<b>700 S Lombardy</b>					
	Fencing		18,000			
	Building Lighting		1,000			
	Site Lighting		8,000			
	Subtotal of Estimated Cost		920,700	Subtotal of Estimated Cost		2,076,258



**Capital Fund Program Five-year Action Plan**  
**PART II: Supporting Pages--Work Activities**

Activities for Year 1	Activities for Year: 4 FFY Grant: 2008 PHA FY:	Quantity	Estimated Cost	Activities for Year: 5 FFY Grant: 2009 PHA FY:	Quantity	Estimated Cost
	Management Improvements		1,520,000	Management Improvements		1,520,000
	Subtotal of Estimated Cost		1,520,000	Subtotal of Estimated Cost		1,520,000



<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
PHA Name: <b>RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY</b>		<b>Grant Type and Program</b> Capital Fund Program Grant No. <b>VA36P00750101</b> Replacement Housing Factor Grant No.			Federal FY of Grant: <b>2001</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number____ <input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 3-31-05 <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				
2	1406 Operations	1,695,680.00	1,695,680.00	1,695,680.00	1,695,680.00
3	1408 Management Improvements-Soft Costs	605,611.07	588,475.56	588,475.56	522,574.78
	1408 Management Improvements-Hard Costs				
4	1410 Administration	652,025.15	652,025.15	652,025.15	652,025.15
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	260,488.45	260,488.45	260,488.45	260,488.45
8	1440 Site Acquisition				
9	1450 Site Improvement	1,425,141.97	1,419,591.98	1,419,591.98	1,168,859.38
10	1460 Dwelling Structures	3,245,896.04	3,263,813.54	3,263,813.54	3,244,908.54
11	1465.1 Dwelling Equipment-Nonexpendable	-	-		
12	1470 Nondwelling Structures	30,500.00	30,500.00	30,500.00	30,500.00
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	563,056.32	567,824.32	567,824.32	567,824.32
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines 2-19)	8,478,399.00	8,478,399.00	8,478,399.00	8,142,860.62
21	Amount of Line 20 Related to LBP Activities				
22	Amount of Line 20 Related to Section 504 Compliance				
23	Amount of Line 20 Related to Security-Soft Cost	480,475.16	463,339.65	463,339.65	428,176.87
24	Amount of Line 20 Related to Security-Hard Cost				
25	Amount of Line 20 Related to Energy Conservation Measure	1,166,955.40	1,166,955.40	1,166,955.40	1,166,955.40
26	Collateralization Expenses or Debt Service				

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

PHA Name: Richmond Redevelopment Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36P00750101 Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2001</b>			Status of Work
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost			
				Original	Revised	Obligated	Expended		
1. VA 7-1	Landscaping(Timbers)	1450	25 LS	553.14	553.14	553.14	553.14	Completed	
Gilpin	Tree Pruning	1450	ea	19,460.00	19,460.00	19,460.00	19,460.00	Completed	
Calhoun	Upgrade Electrical Panels	1460	LS	3,893.73	3,893.73	3,893.73	3,893.73	Completed	
	Sod	1450	3,355 sy	12,715.44	12,715.44	12,715.44	12,715.44	Under Contract	
	Total VA 7-1			36,622.31	36,622.31	36,622.31	36,622.31		
2. VA 7-2	Upgrade Electrical Panels	1460	LS	4,439.58	4,439.58	4,439.58	4,439.58	Completed	
Gilpin	Roof Shingles	1460	1,238 sq	174,034.75	174,034.75	174,034.75	174,034.75	Completed	
Extension	Landscaping(Timbers)	1450	25 LS	553.14	553.14	553.14	553.14	Completed	
	Tree Pruning	1450	ea	37,985.00	37,985.00	37,985.00	37,985.00	Completed	
	Sod	1450	20600 sy	78,074.00	102,259.66	102,259.66	102,259.66	Completed	
	Total VA 7-2			295,086.47	319,272.13	319,272.13	319,272.13		
3. VA 7-4	Landscaping/Tree Pruning	1450	15625 sy	54,500.00	54,500.00	54,500.00	54,500.00	Completed	
Hillside	Siding (Signs)	1460	402 ea	9,373.04	9,373.04	9,373.04	9,373.04	Completed	
	Clotheslines	1450	402 units	311,600.00	311,600.00	311,600.00	311,600.00	Completed	
	Sod	1450	16900 sy	64,051.00	65,018.66	65,018.66	65,018.66	Completed	
	Total VA 7-4			439,524.04	440,491.70	440,491.70	440,491.70		
4. VA 7-5	Fascia/Siding	1460	504 units	11,507.64	11,507.64	11,507.64	11,507.64	Completed	
Creighton	Interior Stair Treads	1460	504 units	134,160.00	134,160.00	134,160.00	134,160.00	Completed	
	Landscaping(Timbers)	1450	25 LS	553.14	553.14	553.14	553.14	Completed	
	Roof Shingles Replacement	1460	3456 sqs	500,000.00	500,000.00	500,000.00	500,000.00	Completed	
	Floor Tile	1460	504 units	520,880.85	520,880.85	520,880.85	520,880.85	Completed	
	Sod	1450	16100 sy	61,018.70	30,211.70	30,211.70	1,448.95	Under Contract	
	Total VA 7-5			1,228,120.33	1,197,313.33	1,197,313.33	1,168,550.58		

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

PHA Name: Richmond Redevelopment Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36P00750101 Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2001</b>		Status of Work
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised	Obligated	Expended	
5. VA 7-6	Fascia & Soffit (Signs)	1460	447 units	9,671.14	9,671.14	9,671.14	9,671.14	Completed
Whitcomb	Landscaping(Timbers)	1450	25 LS	553.14	553.14	553.14	553.14	Completed
	Tree Pruning	1450	LS	47,235.00	47,235.00	47,235.00	47,235.00	Completed
	Clotheslines	1450	LS	14,567.00	14,567.00	14,567.00	14,567.00	Completed
	Upgrade Electrical Panels	1460	LS	14,244.73	14,244.73	14,244.73	14,244.73	Completed
	Sod	1450	12000 sy	45,480.00	45,480.00	45,480.00	1,358.36	Under Contract
	Total VA 7-6			131,751.01	131,751.01	131,751.01	87,629.37	
6. VA 7-7	Landscaping(Timbers)	1450	25 LS	553.14	553.14	553.14	553.14	Completed
Fairfield	Siding (Signs)	1460	447 units	9,746.76	9,746.76	9,746.76	9,746.76	Completed
	Clotheslines	1450	447 units	197,262.28	197,262.28	197,262.28	197,262.28	Completed
	Tree Pruning	1450	LS	1,520.00	1,520.00	1,520.00	1,520.00	Completed
	Sod	1450	23000 sy	87,170.00	87,170.00	87,170.00	2,069.94	Under Contract
	Total VA 7-7			296,252.18	296,252.18	296,252.18	211,152.12	
7. VA 7-8	Interior Stair Treads	1460	LS	3,744.00	3,744.00	3,744.00	3,744.00	Completed
Mosby	Siding (Signs)	1460	446 units	8,230.30	8,230.30	8,230.30	8,230.30	Completed
	Tree Pruning	1450	LS	113,220.00	113,220.00	113,220.00	113,220.00	Completed
	Upgrade Electrical Panels	1460	LS	7,266.23	7,266.23	7,266.23	7,266.23	Completed
	Sod	1450	18395 sy	69,717.05	69,717.05	69,717.05	1,601.51	Under Contract
	Total VA 7-8			202,177.58	202,177.58	202,177.58	134,062.04	
8. VA 7-9	Interior Stair Treads	1460	LS	46,176.00	46,176.00	46,176.00	46,176.00	Completed
North Scatter	Boiler Room Replacement	1460	46 bldgs	858,519.40	858,519.40	858,519.40	858,519.40	Completed
	Siding (Signs)	1460	148 ea	3,655.72	3,655.72	3,655.72	3,655.72	Completed
	Upgrade Electrical Panels	1460	LS	2,559.43	2,559.43	2,559.43	2,559.43	Completed
	Clotheslines	1450	148 units	84,800.00	84,800.00	84,800.00	84,800.00	Completed
	Sod	1450	1100 sy	4,927.00	4,927.00	4,927.00	171.00	Under Contract
	Total VA 7-9			1,000,637.55	1,000,637.55	1,000,637.55	995,881.55	
9. VA 7-10	Landscaping/Tree Pruning	1450	3125 sy	8,435.00	8,435.00	8,435.00	8,435.00	Completed
Small House	Total VA 7-10			8,435.00	8,435.00	8,435.00	8,435.00	Completed

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

PHA Name: Richmond Redevelopment Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36P00750101 Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2001</b>			Status of Work
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost			
				Original	Revised	Obligated	Expended		
10. VA 7-10	Kitchen Remodeling	1460	23 units	39,278.68	39,278.68	39,278.68	39,278.68	Completed	
2700 Idlewood	Total VA 7-10			39,278.68	39,278.68	39,278.68	39,278.68		
11. VA 7-12	Boiler Room Replacement	1460	15 bldgs	308,436.00	308,436.00	308,436.00	308,436.00	Completed	
Dove	Landscaping/Tree Pruning	1450	7813 sy	1,490.00	1,490.00	1,490.00	1,490.00	Completed	
	Upgrade Electrical Panels	1460	60 units	73,469.80	73,469.80	73,469.80	73,469.80	Completed	
	Sod	1450	770 sy	2,918.30	2,918.30	2,918.30	69.30	Under Contract	
	Total VA 7-12			386,314.10	386,314.10	386,314.10	383,465.10		
12. VA 7-16	Fences	1450	60 bldgs	4,002.00	4,002.00	4,002.00	4,002.00	Completed	
Used House	Clotheslines	1450	60 bldgs	11,398.00	11,398.00	11,398.00	11,398.00	Completed	
	Floor Tile	1460	60 units	42,497.60	42,497.60	42,497.60	42,497.60	Completed	
	Kitchen Remodeling	1460	60 units	165,285.36	165,285.36	165,285.36	165,285.36	Completed	
	Landscaping/Tree Pruning	1450	3125 sy	8,650.00	7,600.00	7,600.00	7,600.00	Completed	
	Sheds	1470	26 ea	30,500.00	30,500.00	30,500.00	30,500.00	Completed	
	Replace Storm Doors	1460	60 ea	30,702.30	30,702.30	30,702.30	30,702.30	Completed	
	Total VA 7-16			293,035.26	291,985.26	291,985.26	291,985.26		
13. VA 7-17	Steps	1460	LS	5,500.00	5,500.00	5,500.00	5,500.00	Completed	
Overlook	Sod	1450	400 sy	1,516.00	1,516.00	1,516.00	1,224.90	Under Contract	
	Total VA 7-17			7,016.00	7,016.00	7,016.00	6,724.90		
14. VA 7-18	Landscaping/Tree Pruning	1450	3125 sy	8,410.00	8,410.00	8,410.00	8,410.00	Completed	
20th &	Upgrade Elevators	1460	70 units	217,303.00	217,303.00	217,303.00	217,303.00	Completed	
Stonewall	Total VA 7-18			225,713.00	225,713.00	225,713.00	225,713.00	Completed	

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

PHA Name: Richmond Redevelopment Housing Authority		Grant Type and Number Capital Fund Program Grant No. VA36P00750101 Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2001</b>			Status of Work
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost			
				Original	Revised	Obligated	Expended		
15. VA 7-19	Landscaping	1450	3125 sy	13,915.00	13,915.00	13,915.00	13,915.00	Completed	
700 S	Sod	1450	5500 sy	20,845.00	20,845.00	20,845.00	5,573.69	Under Contract	
Lombardy	Total VA 7-19			34,760.00	34,760.00	34,760.00	19,488.69		
16. VA 7-21	Replace Screen Doors	1460	124 doors	24,934.00	24,934.00	24,934.00	24,934.00	Completed	
Fulton	Total VA 7-21			24,934.00	24,934.00	24,934.00	24,934.00	Completed	
17. VA 7-23	Sod	1450	1800 sy	6,822.00	6,822.00	6,822.00	5,356.80	Under Contract	
Afton Avenue	Total VA 7-23			6,822.00	6,822.00	6,822.00	5,356.80		
18. VA 7-24	Hot Water Heater (HVAC)	1460	2 ea	5,135.00	11,897.50	11,897.50	4,542.50	Under Contract	
Bainbridge	Landscaping/Tree Pruning	1450	1,562 sy	15,025.00	15,025.00	15,025.00	15,025.00	Completed	
(Stoval Place)	Siding (Signs)	1460	30ea	606.00	606.00	606.00	606.00	Completed	
	Sod	1450	750 sy	2,842.50	3,996.19	3,996.19	3,996.19	Completed	
	Total VA 7-24			23,608.50	31,524.69	31,524.69	24,169.69		
20. VA 7-24	Hot Water Heater (HVAC)	1460	3 ea	10,645.00	21,800.00	21,800.00	10,250.00	Under Contract	
Bainbridge	Landscaping/Tree Pruning	1450	1562 sy	10,805.00	10,805.00	10,805.00	10,805.00	Completed	
(Fox Manor)	Total VA 7-24			21,450.00	32,605.00	32,605.00	21,055.00		
21. VA 7-8	Mosby Court VA 7-8	1499	LS	563,056.32	567,824.32	567,824.32	567,824.32	Completed	
	Total			563,056.32	567,824.32	567,824.32	567,824.32		
	Total Physical Improvements			5,264,594.33	5,281,729.84	5,281,729.84	5,012,092.24		





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

PHA Name: Richmond Redevelopment Housing Authority	Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.	VA36P00750101	Federal FY of Grant: <b>2001</b>
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Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1. VA 7-1 Gilpin Court Calhoun	Sep-03		Sep-03	Sep-05		Mar-05	
2. VA 7-2 Gilpin Court Extension	Sep-03		Sep-03	Sep-05		Mar-05	
3. VA 7-4 Hillside Court	Sep-03		Sep-03	Sep-05		Jul-04	
4. VA 7-5 Creighton Court	Sep-03		Sep-03	Sep-05		Jul-04	
5. VA 7-6 Whitcomb Court	Sep-03		Sep-03	Sep-05			
6. VA 7-7 Fairfield Court	Sep-03		Sep-03	Sep-05			
7. VA 7-8 Mosby Court	Sep-03		Sep-03	Sep-05			
8. VA 7-9 North Scattered	Sep-03		Sep-03	Sep-05			
9. VA 7-10 Small House	Sep-03		Feb-03	Sep-05		Mar-04	
10. VA 7-10 2700 Idlewood	Sep-03		Sep-03	Sep-05		Mar-04	

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

PHA Name: Richmond Redevelopment Housing Authority	Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.	VA36P00750101	Federal FY of Grant: <b>2001</b>
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Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
11. VA 7-12 Dove Court	Sep-03		Sep-03	Sep-05			
12. VA 7-16 Used House Program	Sep-03		Sep-03	Sep-05		Feb-05	
13. VA 7-17 Overlook	Sep-03		Sep-03	Sep-05			
14. VA 7-18 20th & Stonewall	Sep-03		Sep-03	Sep-05		Mar-04	
15. VA 7-19 700 S Lombardy	Sep-03		Sep-03	Sep-05			
16. VA 7-21 Fulton	Sep-03		Sep-03	Sep-05		Mar-04	
17. VA 7-23 Afton Avenue	Sep-03		Sep-03	Sep-05			
19. VA 7-24 Bainbridge (Stoval Place)	Sep-03		Sep-03	Sep-05			

**Annual Statement/Performance and Evaluation Report**

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

**Part III: Implementation Schedule**

PHA Name: Richmond Redevelopment Housing Authority		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.		VA36P00750101		Federal FY of Grant: <b>2001</b>	
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
20. VA 7-24 Bainbridge (Fox Manor)	Sep-03		Sep-03	Sep-05			
Resident Business Enter. Development Program	Sep-03		Sep-03	Sep-05		Sep-04	
Comprehensive Leader. Development Training for Residents	Sep-03		Sep-03	Sep-05			
Community Safe Neigh. Crime Prevention Prog.	Sep-03		Sep-03	Sep-05		Sep-04	
Management Improvement Coordinator	Sep-03		Sep-03	Sep-05		Jan-04	
Resident Training	Sep-03		Sep-03	Sep-05			
Mod/Maintenance Training	Sep-03		Sep-03	Sep-05		Oct-04	
RBEDC Clerks	Sep-03		Sep-03	Sep-05		Feb-04	
Operations	Sep-03		Sep-03	Sep-05		Oct-02	
Administration	Sep-03		Sep-03	Sep-05		Feb-04	
Contingency	Sep-03		Sep-03	Sep-05		Mar-04	

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

PHA Name: <b>RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY</b>	Grant Type and Program Capital Fund Program Grant No. <b>VA36P00750102</b> Replacement Housing Factor Grant No.	Federal FY of Grant: <b>2002</b>
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement/Revision Number\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending 3-31-05   
 Final Performance and Evaluation Report\_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	1,540,019.00	1,540,019.00	1,540,019.00	1,540,019.00
3	1408 Management Improvements-Soft Costs	1,284,130.14	1,286,460.62	1,286,460.62	1,278,228.66
	1408 Management Improvements-Hard Costs				
4	1410 Administration	141,540.34	141,540.34	141,540.34	141,540.34
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	421,439.06	421,439.06	421,439.06	411,429.59
8	1440 Site Acquisition				
9	1450 Site Improvement	392,230.73	372,395.15	372,395.15	357,958.55
10	1460 Dwelling Structures	2,665,337.03	2,682,842.13	2,682,842.13	2,422,673.77
11	1465.1 Dwelling Equipment-Nonexpendable	183,206.00	183,206.00	183,206.00	183,206.00
12	1470 Nondwelling Structures	65,490.00	65,490.00	65,490.00	65,490.00
13	1475 Nondwelling Equipment	1,006,703.70	1,006,703.70	1,006,703.70	977,762.02
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant (Sum of lines 2-19)	7,700,096.00	7,700,096.00	7,700,096.00	7,378,307.93
	Amount of line 20 Related to LBP Activities				
	Amount of Line 20 Related to Section 504 Compliance				
	Amount of Line 20 Related to Security-Soft Cost	159,055.59	104,157.72	104,157.72	95,925.76
	Amount of Line 20 Related to Security-Hard Cost	50,973.27	39,651.43	48,112.81	48,112.81
	Amount of Line 20 Related to Energy Conservation Measures	51,589.74	51,589.74	51,589.74	51,589.74
	Collateralization Expenses or Debt Service				

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

PHA Name: Richmond Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program Grant No. <b>VA36P00750102</b> Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2002</b>			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Obligated	Expended		
1. VA 7-1	Repave Parking at C.O.	1450	LS	32,070.00	32,070.00	32,070.00	32,070.00	Completed	
Gilpin Court	Replace Building Lights	1460	90ea	11,486.83	11,446.83	11,446.83	11,446.83	Completed	
	Tree Pruning	1450	LS	10,000.00	6,255.00	6,255.00	6,255.00	Completed	
	Refrigerators	1465	443 ea	131,616.26	131,616.26	131,616.26	131,616.26	Completed	
	Fencing	1450	700 lf	30,000.00	14,436.60	14,436.60		Under Contract	
	Total VA 7-1			215,173.09	195,824.69	195,824.69	181,388.09		
2. VA 7-2	Tree Pruning	1450	148/unit	1,000.00	2,480.00	2,480.00	2,480.00	Completed	
Gilpin Court	Install New Elevator (C.Office)	1460	LS	603,491.23	603,491.23	603,491.23	509,693.02	Under Contract	
Extension	Replace Flat Roof (901)	1460	LS	30,000.00	44,972.00	44,972.00	40,474.80	substantially complete	
	Replace Building Lights	1460	90ea	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
	Total VA 7-2			637,311.69	653,763.69	653,763.69	555,468.28		
3. VA 7-4	Tree Pruning	1450	49/unit	1,000.00	600.00	600.00	600.00	Completed	
Hillside Court	Replace Building Lights	1460	90ea	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
	Landscaping (Modular Walls)	1450	402 Units	20,096.00	20,096.00	20,096.00	20,096.00	Completed	
	Carbon Monoxide Monitors	1460		53,371.00	53,371.00	53,371.00	53,371.00	Completed	
	Total VA 7-4			77,287.46	76,887.46	76,887.46	76,887.46		
4. VA 7-5	Repair Sidings/Soffit	1460	397/unit	106,319.74	106,319.74	106,319.74	106,319.74	Completed	
Creighton Court	Tree Pruning	1450	79/unit	40,000.00	7,430.00	7,430.00	7,430.00	Completed	
	Replace Building Lights	1460	100 ea	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
	Roof Shingle Replacement	1460	1594 sqs	207,065.00	207,065.00	207,065.00	207,065.00	Completed	
	Foundation - Floor Lifting	1460	LS	27,000.00	27,000.00	27,000.00	27,000.00	Completed	
	Total VA 7-5			383,205.20	350,635.20	350,635.20	350,635.20		
5. VA 7-6	Repair/Rep. Siding and Soffits	1460	45/unit	251,337.88	251,337.88	251,337.88	251,337.88	Completed	
Whitcomb Court	Tree Pruning	1450	91/unit	40,000.00	41,090.00	41,090.00	41,090.00	Completed	
	Replace Building Lights	1460	100 ea	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
	Foundation - Floor Lifting	1460	LS	21,500.00	21,500.00	21,500.00	21,500.00	Completed	
	Total VA 7-6			315,658.34	316,748.34	316,748.34	316,748.34		

<b>Annual Statement/Performance and Evaluation Report</b>									
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>									
<b>Part II: Supporting Pages</b>									
PHA Name:		<b>Grant Type and Number</b>				<b>Federal FY of Grant:</b>			
Richmond Redevelopment & Housing Authority		Capital Fund Program Grant No. <b>VA36P00750102</b>				<b>2002</b>			
		Replacement Housing Factor Grant No.							
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	Obligated	Expended		
6. VA 7-7	Tree Pruning	1450	89/unit	60,000.00	105,948.00	105,948.00	105,948.00	Completed	
Fairfield Court	Replace Building Lights	1460	100 ea	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
	Replace Siding & Soffit	1460	80 bldg	212,000.00	212,300.00	212,300.00	212,300.00	Completed	
	Total VA 7-7			274,820.46	321,068.46	321,068.46	321,068.46		
7. VA 7-8	Replace Building Lights	1460	100 ea	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
Mosby Court	Tree Pruning	1450	LS	500.00	3,815.00	3,815.00	3,815.00	Completed	
	Foundation - Floor Lifting	1460	LS	12,200.00	12,200.00	12,200.00	12,200.00	Completed	
	Total VA 7-8			15,520.46	18,835.46	18,835.46	18,835.46		
8. VA 7-9	Tree Pruning	1450	LS	10,000.00				Deleted	
North Scattered	Total VA 7-9			10,000.00	-	-	-		
9. VA 7-9	Install Elevator	1460	LS	5,744.00	5,744.00	5,744.00	5,169.60	Under Contract	
1200 Decatur	Replace Building Lights	1460	76 ea	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
	Renovate Elderly (new)	1460	LS	1,201.40	1,201.40	1,201.40	1,201.40	Completed	
	Tree Pruning	1450	LS	3,000.00				Deleted	
	Total VA 7-9			12,765.86	9,765.86	9,765.86	9,191.46	Under Contract	
10 VA 7-9	Replace Compactor	1460	LS	13,200.00	13,200.00	13,200.00	13,200.00	Completed	
1202 N. 1st St.	Replace Building Lights	1460	90 ea	2,820.46				Reprogram	
	Renovate Elderly (new)	1460	LS	1,505.80	1,505.80	1,505.80	1,505.80	Completed	
	Tree Pruning	1450	LS	2,000.00				Deleted	
	Total VA 7-9			19,526.26	14,705.80	14,705.80	14,705.80		
11. VA 7-10	Reroofing	1460	395 sq	17,992.00	17,992.00	17,992.00	17,992.00	Completed	
Small House	Replace Building Lights	1460	55/unit	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
2700 Idlewood	Renovate Elderly (Idlewood)	1460	LS	2,197.10	2,197.10	2,197.10	2,197.10	Completed	
Small House	Tree Pruning	1450	LS	3,000.00	34,609.80	34,609.80	34,609.80	Completed	
	Total VA 7-10			26,009.56	57,619.36	57,619.36	57,619.36		
page 3									

<b>Annual Statement/Performance and Evaluation Report</b>									
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b>									
<b>Part II: Supporting Pages</b>									
PHA Name:		<b>Grant Type and Number</b>			<b>Federal FY of Grant:</b>				
Richmond Redevelopment & Housing Authority		Capital Fund Program Grant No.			VA36P00750102			2002	
		Replacement Housing Factor Grant No.							
Development Number/Name	General Description of Major Work Categories	Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
HA-Wide Activities				Original	Revised	Obligated	Expended		
12. VA 7-12	Replace Stair Treads/Treads	1460	14925 sf	194.08	194.08	194.08	194.08	Completed	
Dove Court	Replace Refrigerators	1465	\$459ea	27,524.80	27,524.80	27,524.80	27,524.80	Completed	
	Tree Pruning	1450	LS	500.00				Deleted	
	Upgrade Electrical	1460	LS		9,728.89	9,728.89	9,728.89	Completed	
	Total VA 7-12			28,218.88	37,447.77	37,447.77	37,447.77		
13. VA 7-15	Electrical Upgrade/Panels	1460	18 units	16,483.36	327.51	327.51	327.51	Completed	
Bainbridge	Tree Pruning	1450	LS	1,500.00				Deleted	
	Sod	1450	300 sy	2,122.30	2,122.30	2,122.30	2,122.30	Completed	
	Total VA 7-15			20,105.66	2,449.81	2,449.81	2,449.81		
14. VA 7-16	Bathroom Replacements	1460	4000/unit	165,000.00	165,000.00	165,000.00	148,238.19	Under Contract	
Used House Prg	Total VA 7-16			165,000.00	165,000.00	165,000.00	148,238.19		
15. VA 7-17	Tree Pruning	1450	LS	8,000.00				Deleted	
Overlook	Total VA 7-17			8,000.00	-	-	-		
16. VA 7-18	Replace Building Lights	1460	73ea	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
Stonewall	Renovate Elderly (new)	1460	LS	5,234.73	5,234.73	5,234.73	5,234.73	Completed	
	Tree Pruning	1450	LS	5,000.00				Deleted	
	Total VA 7-18			13,055.19	8,055.19	8,055.19	8,055.19		
17. VA 7-19	Replace Building Lights	1460	36ea	2,820.46	2,820.46	2,820.46	2,820.46	Completed	
3900 Old Brook	Install Elevator	1460		326,533.98	338,054.50	338,054.50	232,242.52	Under Contract	
	Renovate Elderly (new)	1460	LS	5,717.20	5,717.20	5,717.20	5,717.20	Completed	
	Tree Pruning	1450		5,000.00				Deleted	
	Total VA 7-19			340,071.64	346,592.16	346,592.16	240,780.18	Under Contract	











Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Richmond Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. <b>VA36P00750102</b> Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2002</b>	
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1. VA 7-1 Gilpin Court Calhoun	Sep-04		Sep-04	Sep-06			<i>Obligation is 24 months from date of ACC Amendment</i>
2. VA 7-2 Gilpin Court Extension	Sep-04		Sep-04	Sep-06			<i>Expenditures is 48 months from date of ACC Amendment</i>
3. VA 7-4 Hillside Court	Sep-04		Sep-04	Sep-06		Mar-05	
4. VA 7-5 Creighton Court	Sep-04		Sep-04	Sep-06		Nov-04	
5. VA 7-6 Whitcomb Court	Sep-04		Sep-04	Sep-06		Dec-04	
6. VA 7-7 Fairfield Court	Sep-04		Sep-04	Sep-06		Jan-05	
7. VA 7-8 Mosby Court	Sep-04		Sep-04	Sep-06		Mar-05	
8. VA 7-9 North Scattered	N/A		N/A	N/A			
9. VA 7-9 1200 Decatur	Sep-04		Sep-04	Sep-06			
10. VA 7-9 1202 N 1st St	Sep-04		Sep-04	Sep-06		Mar-05	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Richmond Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. <b>VA36P00750102</b> Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2002</b>	
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
11. VA 7-10 Small House	Sep-04		Sep-04	Sep-06		Nov-04	<i>Obligation is 24 months from date of ACC Amendment</i>
							<i>Expenditures is 48 months from date of ACC Amendment</i>
12. VA 7-12 Dove Court	Sep-04		Sep-04	Sep-06		Sep-04	
13. VA 7-15 Bainbridge	Sep-04		Sep-04	Sep-06		Oct-04	
14. VA 7-16 Used House Program	Sep-04		Sep-04	Sep-06			
15. VA 7-17 Overlook	N/A		N/A	N/A			
16. VA 7-18 20th & Stonewall	Sep-04		Sep-04	Sep-06		Sep-04	
17. VA 7-19 3900 Old Brook	Sep-04		Sep-04	Sep-06			
18. VA 7-19 700 S Lombardy	Sep-04		Sep-04	Sep-06			
19. VA 7-20 Randolph	Sep-04		Sep-04	Sep-06		Mar-05	
20. VA 7-21 Fulton	Sep-04		Sep-04	Sep-06		Nov-04	



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

PHA Name: Richmond Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. <b>VA36P00750102</b> Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2002</b>	
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
21. VA 7-22 1611 Fourth Ave.	Sep-04		Sep-04	Sep-06		Oct-04	<i>Obligation is 24 months from date of ACC Amendment</i>
22. VA 7-23 Afton Avenue	N/A		N/A	N/A			<i>Expenditures is 48 months from date of ACC Amendment</i>
23. VA 7-24 Bainbridge (Stoval Place)	Sep-04		Sep-04	Sep-06		Oct-04	
24. VA 7-24 Bainbridge (Fox Manor)	Sep-04		Sep-04	Sep-06		Oct-04	
25. PHA Wide	Sep-04		Sep-04	Sep-06			
26. Vehicles	Sep-04		Sep-04	Sep-06			
Resident Business Ent. Develop Program	Sep-04		Sep-04	Sep-06		Jul-04	
Comprehensive Leader. Development Training for Residents	Sep-04		Sep-04	Sep-06		May-04	
Community Safe Neigh. Crime Prevention Prog.	Sep-04		Sep-04	Sep-06			
Management Improvement Coordinator	Sep-04		Sep-04	Sep-06		May-04	





Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: <b>RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY</b>		Grant Type and Program Capital Fund Program Grant No. <b>VA36P00750103</b> Replacement Housing Factor Grant No.		Federal FY of Grant: <b>2003</b>	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement/Revision Number____ <input type="checkbox"/> Performance and Evaluation Report for Program Year Ending 3-31-05 <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				
2	1406 Operations	1,222,376.00	1,222,376.00	1,222,376.00	1,222,376.00
3	1408 Management Improvements-Soft Costs	1,222,376.00	1,222,376.00	1,082,214.00	934,581.42
	1408 Management Improvements-Hard Costs				
4	1410 Administration	550,769.64	550,769.64	550,769.64	517,614.27
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	260,462.36	260,462.36	246,586.96	184,404.82
8	1440 Site Acquisition				
9	1450 Site Improvement	17,200.00	49,908.11	39,908.11	23,064.71
10	1460 Dwelling Structures	1,222,124.67	1,263,324.50	587,263.53	483,777.86
11	1465.1 Dwelling Equipment-Nonexpendable	212,500.00	209,840.50	157,393.41	4,259.91
12	1470 Nondwelling Structures	174,999.33	188,556.16	188,556.16	188,556.16
13	1475 Nondwelling Equipment	629,072.00	544,266.73	278,194.73	278,194.73
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	600,000.00	600,000.00	600,000.00	404,356.28
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines 2-19)	6,111,880.00	6,111,880.00	4,953,262.54	4,241,186.16
21	Amount of line 20 Related to LBP Activities				
22	Amount of Line 20 Related to Section 504 Compliance				
23	Amount of Line 20 Related to Security-Soft Cost	350,000	350,000.00	350,000.00	234,855.84
24	Amount of Line 20 Related to Security-Hard Cost	5,000	5,000.00	-	-
25	Amount of Line 20 Related to Energy Conservation Measures	100,000	100,000.00	-	-
26	Collateralization Expenses or Debt Service				









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

PHA Name: Richmond Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2003</b>	
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1. VA 7-1 Gilpin Court	09/16/05			09/16/07			<i>Obligation is 24 months from date of ACC Amendment</i>
2. VA 7-6 Whitcomb Court	09/16/05		Aug-04	09/16/07		Nov-04	<i>Expenditures is 48 months from date of ACC Amendment</i>
3. VA 7-7 Fairfield Court	09/16/05			09/16/07			
4. VA 7-9 1202 N 1st St	09/16/05			09/16/07			
5. VA 7-10 Small House	09/16/05			09/16/07			
6. VA 7-18 20th & Stonewall	09/16/05			09/16/07			
7. VA 7-22 1611 Fourth Ave.	09/16/05			09/16/07			
8. VA 7-24 Bainbridge (Fox Manor)	09/16/05			09/16/07			
9. Maintenance Vehicles	09/16/05			09/16/07			
10. PHA Wide New Computers	09/16/05			09/16/07			
11. PHA Wide Warehouse Renov.	09/16/05		Oct-04	09/16/07		Feb-05	

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

**Part III: Implementation Schedule**

PHA Name: Richmond Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.					Federal FY of Grant: <b>2003</b>
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
12. PHA WIDE							<i>Obligation is 24 months from date of ACC Amendment</i>
Warehouse Renov	09/16/05			09/16/07		Feb-05	
							<i>Expenditures is 48 months from date of ACC Amendment</i>
13. PHA WIDE	09/16/05			09/16/07			
Vacancy Reduction							
14. VA 7-24	09/16/05			09/16/07			
Development							
Resident Business Enter. Development Program	09/16/05			09/16/07			
Comprehensive Leader. Development Training for Residents	09/16/05			09/16/07			
Community Safe Neigh. Crime Prevention Prog.	09/16/05			09/16/07			
Management Improvement Coordinator	09/16/05			09/16/07			
Drug Elimination	09/16/05			09/16/07			
Vacancy Reduction	09/16/05			09/16/07			
A/E Fees	09/16/05			09/16/07			
Operations	09/16/05			09/16/07			
Administration	09/16/05			09/16/07			

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

PHA Name: <b>RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY</b>	Grant Type and Program Capital Fund Program Grant No. <b>VA36P00750203</b> Replacement Housing Factor Grant No.	Federal FY of Grant: <b>2003-1</b>
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement/Revision Number\_\_   
 Performance and Evaluation Report for Program Year Ending\_ 3/31/2005   
 Final Performance and Evaluation Report \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	291,863.00	291,863.00	291,863.00	-
3	1408 Management Improvements-Soft Costs	210,000.00	310,000.00	273,845.90	269,322.64
	1408 Management Improvements-Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	150,000.00	150,000.00	150,000.00	119,276.82
8	1440 Site Acquisition				
9	1450 Site Improvement	133,971.36	133,487.99	-	-
10	1460 Dwelling Structures	573,481.64	573,965.01	447,717.21	319,001.21
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	100,000.00	-	-	-
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines 2-19)	1,459,316.00	1,459,316.00	1,163,426.11	707,600.67
21	Amount of line 20 Related to LBP Activities				
22	Amount of Line 20 Related to Section 504 Compliance				
23	Amount of Line 20 Related to Security-Soft Cost	-	-	-	-
24	Amount of Line 20 Related to Security-Hard Cost				
25	Amount of Line 20 Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				

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

PHA Name: Richmond Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program Grant No. <b>VA36P00750203</b> Replacement Housing Factor Grant No.					Federal FY of Grant: <b>2003</b>		
Development Number/Name  HA-Wide Activities	General Description of Major Work Categories		Dev Acct  No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
1. VA 7-24	Windows		1460	50 Units	100,000.00	100,000.00	51,935.20	51,935.20	Under Contract
Fox Manor	Cover siding w/vinyl		1460	50 Units	151,153.00	151,153.00	119,600.00		Under Contract
	Total Fox Manor				251,153.00	251,153.00	171,535.20	51,935.20	
2. VA 7-8	Replace Conc Pad		1450	104 Units	81,271.36	80,787.99			
Mosby Court	Replace Screen Doors		1460	208 Ea	47,970.00	47,970.76	47,970.76	47,970.76	Completed
	Interior Stair Treads		1460	104 Units	-				
	Install Floor Tile		1460	104 Units	176,728.64	176,728.64	176,728.64	176,728.64	Completed
	Replace Address Signs		1460	104 Units	1,000.00	1,482.61	1,482.61		Under Contract
	Tree Pruning		1450	LS	10,000.00	10,000.00			
	Upgrade Electrical Panels		1460	104 Units	45,630.00	45,630.00			
	Install Sod		1450	3000 Sy	17,700.00	17,700.00			
	Install Building Lights		1460	104 Units	1,000.00	1,000.00			
	Stabilization Foundations		1460	LS	-	-			
	Landscaping		1450	LS	10,000.00	10,000.00			
	Replace Fencing		1450	1071 Lf	15,000.00	15,000.00			
	Total Mosby				406,300.00	406,300.00			
PHA	Vacancy Reduction		1460		50,000.00	50,000.00	50,000.00	42,366.61	Under Contract
	Total				50,000.00	50,000.00	50,000.00	42,366.61	
PHA	Warehouse Renovations		1475		100,000.00	-			
	Total					-	-	-	







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

PHA Name: <b>RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY</b>	Grant Type and Program Capital Fund Program Grant No. <b>VA36P00750104</b> Replacement Housing Factor Grant No.	Federal FY of Grant: <b>2004</b>
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Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement/Revision Number\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending 3/31/2005   
 Final Performance and Evaluation Report\_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations	1,428,095.00	1,428,095.00	-	-
3	1408 Management Improvements-Soft Costs	1,388,890.00	1,388,890.00	795,691.48	511,358.94
	1408 Management Improvements-Hard Costs				
4	1410 Administration	677,705.00	677,705.00	677,705.00	208,680.90
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	400,000.00	400,000.00	12,000.00	-
8	1440 Site Acquisition				
9	1450 Site Improvement	66,986.00	66,986.00	-	-
10	1460 Dwelling Structures	2,698,501.00	2,698,501.00	1,156,294.49	430,497.70
11	1465.1 Dwelling Equipment-Nonexpendable	20,000.00	20,000.00	-	-
12	1470 Nondwelling Structures	30,000.00	30,000.00	-	-
13	1475 Nondwelling Equipment	430,300.00	430,300.00	123,494.00	3,494.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines 2-19)	7,140,477.00	7,140,477.00	2,765,184.97	1,154,031.54
21	Amount of line 20 Related to LBP Activities				
22	Amount of Line 20 Related to Section 504 Compliance				
23	Amount of Line 20 Related to Security-Soft Cost	497,611.00	497,611.00	497,611.00	233,082.73
24	Amount of Line 20 Related to Security-Hard Cost	365,582.00	365,582.00	-	-
25	Amount of Line 20 Related to Energy Conservation Measures	64,000.00	64,000.00	-	-
26	Collateralization Expenses or Debt Service				

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

PHA Name: Richmond Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2004</b>			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories		Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
1. VA 7-1	Digital Controls		1460	LS	15,000.00	15,000.00	0.00	0.00	
Gilpin Court	Total				15,000.00	15,000.00	-	-	
2. VA 7-2	Carbon Monoxide Monitors		1460	LS	24,000.00	24,000.00	0.00	0.00	
Gilpin Court Ext	Total				24,000.00	24,000.00	-	-	
3. VA 7-4	Foundation Settlement		1460	5 Bldgs	10,000.00	10,000.00	0.00	0.00	
Hillside Court	Screen Doors		1460	804 ea	160,800.00	160,800.00	-	0.00	
	Prime Doors		1460	804 ea	260,000.00	260,000.00	0.00	0.00	
	Total				430,800.00	430,800.00	-	-	
4. VA 7-5	Back Porch Roofs		1460	350 units	130,000.00	130,000.00	0.00	0.00	
Creighton Court	Back Porch/Other lighting		1460	504 units	128,782.00	128,782.00	0.00	0.00	
	Total				258,782.00	258,782.00	-	-	
5. VA 7-6	Foundation Settlement		1460	5 Bldgs	10,000.00	10,000.00	0.00	0.00	
Whitcomb Court	Vinyl Soffit at Porches		1460	10880 LF	25,000.00	25,000.00	-	0.00	
	Carbon Monoxide Monitors		1460	LS	47,000.00	47,000.00	0.00	0.00	
	Total				82,000.00	82,000.00	-	-	

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

PHA Name: Richmond Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2004</b>			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories		Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
6. VA 7-7	Building Lights		1460	480 ea	130,000.00	130,000.00	-	-	
Fairfield Court	Carbon Monoxide Monitors		1460	LS	25,000.00	25,000.00	-	-	
	Total				155,000.00	155,000.00	-	-	
7. VA 7-8	Foundation Settlement		1460	5 Bldgs	10,000.00	10,000.00	-	-	
Mosby Court	Carbon Monoxide Monitors		1460	65 ea	50,000.00	50,094.00	50,094.00	-	
	Total				60,000.00	60,094.00	50,094.00	-	
8. VA 7-9	Carbon Monoxide Monitors		1460	15 ea	36,000.00	36,221.49	36,221.49	-	
North Scattered	Roof Shingle Replacement		1460	46 Bldgs	138,000.00	138,000.00	-	-	
	Total				174,000.00	174,221.49	36,221.49	-	
9. VA 7-9	Door Closers		1460	200 ea	30,000.00	30,000.00	-	-	
1202 N 1st St	Total				30,000.00	30,000.00	-	-	
10. VA 7-10	Update Fire Alarm System		1460	LS	19,000.00	19,000.00	-	-	
2700 Idlewood	Fiber Coat Flat Roof		1460	24 units	3,000.00	3,000.00	-	-	
	Card Reader		1460	LS	5,000.00	5,000.00	-	-	
	Subtotal				27,000.00	27,000.00	-	-	
11. VA 7-10	Replace Storm Doors		1460	120 ea	39,000.00	39,000.00	-	-	
Small House Prg	Subtotal				39,000.00	39,000.00	-	-	

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

PHA Name: Richmond Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2004</b>			
Development Number/Name HA-Wide Activities	General Description of Major Work Categories		Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
12. VA 7-12	Upgrade Interior Electric		1460	59 units	40,000.00	40,000.00	-	-	
	Dove Court		1460	47 ea	12,000.00	11,684.51	11,560.00	-	
	Total				52,000.00	51,684.51	11,560.00	-	
13. VA 7-15	Replace Clothesline Poles		1450	18 units	2,000.00	2,000.00	-	-	
	Bainbridge		1460	18 units	4,500.00	4,500.00	-	-	
	Total				6,500.00	6,500.00	-	-	
14. VA 7-18	HVAC		1460	70 Units	40,000.00	40,000.00	-	-	
	Stonewall				40,000.00	40,000.00	-	-	
15. VA 7-19	Replace Trash Compactor		1475	LS	6,000.00	6,000.00	-	-	
	3900 Old Brook				6,000.00	6,000.00	-	-	
16. VA 7-19	Update Fire Alarm System		1460	LS	70,000.00	70,000.00	-	-	
	700 S. Lombardy		1460	170/unit	18,000.00	18,000.00	-	-	
	Total				88,000.00	88,000.00	-	-	
17. VA 7-21	Community Reroofing		1470	per bldg	30,000.00	30,000.00	-	-	
	Fulton		1460	5 bldg	15,000.00	15,000.00	-	-	
	Termite Treatment		1460	LS	20,000.00	20,000.00	-	-	
	Total				65,000.00	65,000.00	-	-	
18. VA 7-22	Site Improvements		1450	666/units	59,986.00	59,986.00	-	-	
	1611 4th Avenue		1460	LS	6,000.00	6,000.00	-	-	
	Total				65,986.00	65,986.00	-	-	

**Annual Statement/Performance and Evaluation Report**

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

**Part II: Supporting Pages**

PHA Name: Richmond Redevelopment & Housing Authority		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.					Federal FY of Grant: <b>2004</b>		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories		Dev Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
19. VA 7-23	Replace Refrigerators		1465	500/unit	20,000.00	20,000.00	-	-	
Afton Avenue	HVAC-Replace DHW Units		1460	500/unit	20,000.00	20,000.00	-	-	
	Total				40,000.00	40,000.00	-	-	
20. VA 7-24	HVAC		1460	25 units	4,000.00	4,000.00	-	-	
Stovall Place	Building Lights		1460	LS	20,000.00	20,000.00	-	-	
	Total				24,000.00	24,000.00	-	-	
21. VA 7-24	Sidewalk Repairs		1450	50/unit	5,000.00	5,000.00	-	-	
Fox Manor	Roof Shingle Replacement		1460	50/unit	75,000.00	75,000.00	-	-	
	Total				80,000.00	80,000.00	-	-	
22. PHA WIDE	Maintenance Vehicles		1475	5ea	120,000.00	120,000.00	120,000.00	-	
	Total				120,000.00	120,000.00	120,000.00	-	
23. PHA WIDE	Vacancy Reduction		1460	LS	650,000.00	650,000.00	650,000.00	285,949.39	
	Total				650,000.00	650,000.00	650,000.00	285,949.39	
24. PHA WIDE	Computer Hardware		1475	LS	217,500.00	217,500.00	3,494.00	3,494.00	
	Total				217,500.00	217,500.00	3,494.00	3,494.00	
25. PHA WIDE	Deferred Maintenance		1460	LS	408,419.00	408,419.00	408,419.00	144,548.31	
	Total				408,419.00	408,419.00	408,419.00	144,548.31	
26. PHA WIDE	Public Safety		1475	LS	86,800.00	86,800.00	-	-	
	Total				86,800.00	86,800.00	-	-	





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

PHA Name: Richmond Redevelopment and Housing Authority	Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.	Federal FY of Grant: <b>2004</b>
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Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1. VA 7-1 Gilpin Court	14-Sep-2006			14-Sep-2008			<i>Obligation is 24 months from date of ACC Amendment</i>
							<i>Expenditures is 48 months from date of ACC Amendment</i>
2. VA 7-2 Gilpin Court Extension	14-Sep-2006			14-Sep-2008			
3. VA 7-4 Hillside Court	14-Sep-2006			14-Sep-2008			
4. VA 7-5 Creighton Court	14-Sep-2006			14-Sep-2008			
5. VA 7-6 Whitcomb Court	14-Sep-2006			14-Sep-2008			
6. VA 7-7 Fairfield Court	14-Sep-2006			14-Sep-2008			
7. VA 7-7 Mosby Court	14-Sep-2006			14-Sep-2008			
8. VA 7-9 North Scattered	14-Sep-2006			14-Sep-2008			
9. VA 7-9 1202 N 1st St	14-Sep-2006			14-Sep-2008			
10. VA 7-10 2700 Idlewood	14-Sep-2006			14-Sep-2008			
11. VA 7-10 Small House	14-Sep-2006			14-Sep-2008			

Annual Statement/Performance and Evaluation Report							
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)							
Part III: Implementation Schedule							
PHA Name: Richmond Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.				Federal FY of Grant: <b>2004</b>	
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
12. VA 7-12 Dove Court	14-Sep-2006			14-Sep-2008			<i>Obligation is 24 months from date of ACC Amendment</i>
							<i>Expenditures is 48 months from date of ACC Amendment</i>
13. VA 7-15 Bainbridge	14-Sep-2006			14-Sep-2008			
14. VA 7-18 Stonewall	14-Sep-2006			14-Sep-2008			
15. VA 7-19 3900 Old Brook	14-Sep-2006			14-Sep-2008			
16. VA 7-19 700 S Lombardy	14-Sep-2006			14-Sep-2008			
17. VA 721 Fulton	14-Sep-2006			14-Sep-2008			
18. VA 7-22 1611 4th Avenue	14-Sep-2006			14-Sep-2008			
19. VA 7-23 Afton Avenue	14-Sep-2006			14-Sep-2008			
20. VA 7-24 Stovall Place	14-Sep-2006			14-Sep-2008			
21. VA 7-24 Fox Manor	14-Sep-2006			14-Sep-2008			
22. Vehicles	14-Sep-2006			14-Sep-2008			
23. Vacancy Reduction	14-Sep-2006			14-Sep-2008			
24. Computer Hard	14-Sep-2006			14-Sep-2008			

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

PHA Name: Richmond Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No. Replacement Housing Factor Grant No.					Federal FY of Grant: <b>2004</b>
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Fund Expended (Quarter Ending Date)			Reason for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
25. Deferred Maint.	14-Sep-2006			14-Sep-2008			<i>Obligation is 24 months from date of ACC Amendment</i>
26. Public Safety	14-Sep-2006			14-Sep-2008			<i>Expenditures is 48 months from date of ACC Amendment</i>
Community Safe Neigh. Crime Prevention Prog.	6-Sep-2006			5-Sep-2008			
PC Upgrade	6-Sep-2006			5-Sep-2008			
Resident Training	6-Sep-2006			5-Sep-2008			
Drug Elimination	6-Sep-2006			5-Sep-2008			
Resident Services	6-Sep-2006			5-Sep-2008			
Community Service Coordinators	6-Sep-2006			5-Sep-2008			
Management assess.	6-Sep-2006			5-Sep-2008			
Mod Clerks	6-Sep-2006			5-Sep-2008			
Operations	6-Sep-2006			5-Sep-2008			
Administration	6-Sep-2006			5-Sep-2008			

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

HA Name: <b>RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY</b>	<b>Grant Type and Program</b> Capital Fund Program Grant No. Replacement Housing Factor Grant No.	Federal FY of Grant: <b>2005</b>
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Original Annual Statement     Reserve for Disasters/Emergencies     Revised Annual Statement/Revision Number \_\_\_\_  
 Performance and Evaluation Report for Program Year Ending \_\_\_\_\_     Final Performance and Evaluation Report \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements-Soft Costs				
	1408 Management Improvements-Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	\$ Amount			
19	1502 Contingency				
20	Amount of Annual Grant (Sum of lines 2-19)				
21	Amount of line 20 Related to LBP Activities				
22	Amount of Line 20 Related to Section 504 Compliance				
23	Amount of Line 20 Related to Security-Soft Cost				
24	Amount of Line 20 Related to Security-Hard Cost				
25	Amount of Line 20 Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				



