

PHA Plans
Streamlined Annual
Version

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

OMB No. 2577-0226
(exp. 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan
for Fiscal Year: 2006/2007
PHA Name:

City of Pensacola
Department of Housing
4501 Twin Oaks Drive Suite 102
Pensacola, Florida 32506

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan Agency Identification

PHA Name: City of Pensacola Dept of Housing

PHA Number: FL092

PHA Fiscal Year Beginning: 10/2006/2007

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units:
 Number of S8 units:

Section 8 Only

Number of S8 units:
2055

Public Housing Only

Number of public housing units:

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

PHA Plan Contact Information:

Name: Sue Saffran, Deputy Director
 TDD: 850-453-7482

Phone: 850-453-7500
 Email: ssaffran@ci.pensacola.fl.us

Public Access to Information

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

- PHA's main administrative office PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. Yes No.

If yes, select all that apply:

- Main administrative office of the PHA
 PHA development management offices
 Main administrative office of the local, county or 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)

Streamlined Annual PHA Plan Fiscal Year 2006/2007

[24 CFR Part 903.12(b)]

Table of Contents

[

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PLAN COMPONENTS

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | 1. Housing Needs |
| <input checked="" type="checkbox"/> | 2. Financial Resources |
| <input checked="" type="checkbox"/> | 3. Policies on Eligibility, Selection, and Admissions |
| <input checked="" type="checkbox"/> | 4. Rent Determination Policies |
| <input type="checkbox"/> | 5. Capital Improvement Needs |
| <input type="checkbox"/> | 6. Demolition and Disposition |
| <input checked="" type="checkbox"/> | 7. Homeownership |
| <input checked="" type="checkbox"/> | 8. Civil Rights Certifications (included with PHA Certifications of Compliance) |
| <input checked="" type="checkbox"/> | 9. Additional Information |
| | a. PHA Progress on Meeting 5-Year Mission and Goals |
| | b. Criteria for Substantial Deviations and Significant Amendments |
| | c. Other Information Requested by HUD |
| | i. Resident Advisory Board Membership and Consultation Process |
| | ii. Resident Membership on the PHA Governing Board |
| | iii. PHA Statement of Consistency with Consolidated Plan |
| | iv. (Reserved) |
| <input type="checkbox"/> | 10. Project Based Voucher Program |
| <input checked="" type="checkbox"/> | 11. Supporting Documents Available for Review |
| <input type="checkbox"/> | 12. FY 20__ Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report |

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan* identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

Form HUD-50070, *Certification for a Drug-Free Workplace;*

Form HUD-50071, *Certification of Payments to Influence Federal Transactions;* and

Form SF-LLL & SF-LLL a, *Disclosure of Lobbying Activities.*

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

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 next component.

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)

2. Capital Improvement Needs

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Capital Fund Program

1. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability: 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.

1. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).

2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
	<input type="checkbox"/> Revitalization Plan under development
	<input type="checkbox"/> Revitalization Plan submitted, pending approval
	<input type="checkbox"/> Revitalization Plan approved
	<input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name(s) below:

4. Yes No: 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:

5. Yes No: 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:

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

****The City of Pensacola and Escambia County work with local lenders to jointly participate in the SHIP First Time Homebuyers Program, which is designed to assist low to moderate income families obtain affordable housing. SHIP funds provide down payment**

assistance and closing cost assistance, which is offered in the form of a forgivable loan.

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

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:

c. What actions will the PHA undertake to implement the program this year (list)?

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

Yes No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

low utilization rate for vouchers due to lack of suitable rental units

- access to neighborhoods outside of high poverty areas
- other (describe below:)

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: (provide name here)

Escambia Consortium, Florida Five Year Consolidated Plan, 2005/2009, 2005/2006 (October 1, 2005 through September 30, 2006), Comprised of Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Date August, 2005.

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

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

Item 1: Escambia Consortium, Florida Five Year Consolidated Plan, 2005/2009, Annual Plan (October 1, 2005 through September 30, 2006), Comprised of Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Date August 2005

Priority #3: Rental Assistance

- 1. Project Summary:**

Responsible Agency	Housing Units CMCP	Client Population	Resources	Performance Period
Pensacola Housing Department Non-Profit Sponsors	50 (1)	0-50% of Median	Section 8	12 Months

(1) NOTE: The City of Pensacola will apply for additional Section 8 Rental Assistance Vouchers or certificates as the opportunity is made available by the U.S. Department of HUD, however, actual funding decisions and award of the additional units rests solely with HUD.

Item 2: Escambia Consortium, Florida Five Year Consolidated Plan, 2005 /2009 Annual Plan (October 1, 2005 through September 30, 2006), Comprised of: Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Dated: August 2005.

Priority #3: Moderate Rehabilitation/Acquisition And/Or New Construction of Affordable Rental Units

i. Project Summary:

Responsible Agency	Housing Units CP	Client Population	Resources	Performance Period
NEFI/Escambia County Community Equity Investments, Inc., AMR at Pensacola, Inc., Private Lending Institutions	15	0-60% of Median	HOME/CHDO (1), HOME/CHDO (2), Private Bank(s), CEII/AMR Equity Federal Home Loan Bank	24 Months
<p>(1) HOME/CHDO: Escambia County 15% CHDO Set aside from HUD Home Program.</p> <p>(2) HOME/CHDO: State of Florida CHDO allocation to local Community Development Corporation from State HOME Program allocation (potential).</p>				

Item 3: Escambia Consortium, Florida Five Year Consolidated Plan, 2005 /2009 Annual Plan (October 1, 2005 through September 30, 2006), Comprised of: Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Dated: August 2005.

Priority #4/5: Support and Assistance for Transitional And/Or Permanent Housing For the Homeless/Special Needs

i. Project Summary:

Responsible Agency	Housing Units CP	Client Population	Resources	Performance Period
NEFI/Escambia County, Pensacola Housing Department, Loaves and Fishes Soup Kitchen, Inc., Salvation Army, Inc., Social Service Agencies	20	0-50% of Median	ESG McKinney Act Family Self-Sufficiency	24 Months

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Public housing grievance procedures <input 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
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	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
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
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				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5
		FFY Grant: PHA FY:	FFY Grant: PHA FY:	FFY Grant: PHA FY:	FFY Grant: PHA FY:
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual						
Statement						
Total CFP Estimated Cost			\$			\$

ATTACHMENT A

RESIDENT ADVISORY BOARD

Legal Notice of Meeting(s)

The City of Pensacola Department of Housing placed public notices in the Pensacola News-Journal on February 9, 2006 indicating the City of Pensacola's Resident Advisory Board would meet on February 15, 2006 at 5:00 p.m., at the City Housing Department, 4501 Twin Oaks Drive, Suite 102. Board membership roster and minutes of the Board meetings are available for Public review at the City Housing Department, 4501 Twin Oaks Drive, Suite 102, Monday-Friday, 8:30 a.m. – 4:30 p.m.

Membership/Roster

The City of Pensacola Department of Housing's Resident Advisory Board consists of four members that adequately reflect and represent the residents assisted by the City of Pensacola Department of Housing. Tenants are invited annually to participate as a board member. Members of the 2006 Board are as follows:

Wanda Smith
6283 Ridgeway Circle
Pensacola, FL 32504

Chaquita Wilder
1385 Toni St Apt A
Pensacola, FL 32514

Yolanda Nicholson
2535 Massachusetts Ave B6
Pensacola, FL 32505

Benjamin Moore
1303 W Desoto St
Pensacola, FL 32501

ATTACHMENT B

SECTION 8 RESIDENT ADVISORY BOARD MINUTES FEBRUARY 15, 2006

The meeting of the Resident Advisory Board for the Section 8 Program was held on Wednesday, February 15, 2006 at 5:00 p.m. in the conference room of the City of Pensacola Department of Housing.

Present for the meeting were: Sue Saffran, Assistant Director of Housing; Marsha Bazinet, Section 8 Coordinator; Pat Hubbard, Housing Director, Chaquita Wilder, Wanda Smith, and Yolanda Nicholson, Section 8 tenant representatives.

The meeting was opened by Ms. Saffran, who welcomed the tenant representatives and expressed appreciation for their attendance. Ms. Saffran gave an overview of the Five Year Plan and the Annual Plan, and briefly recapped previous meetings and the purpose of the Advisory Board.

Those present received copies of the Housing Department's 5 year streamlined plan, which will be submitted to HUD prior to July 18, 2006. Ms. Saffran proceeded to review the plan, explaining that the Department would be establishing future goals such as applying for additional rental vouchers and seeking more available housing for lower income families.

Ms. Saffran proceeded to review the issues that were presented at last year's meetings, and requested comments on the criminal policies and extension policies with the Department. Ms. Hubbard stated that the criminal policies are fair, and extension policies have been loosened in recognition of the shortage of rental units due to the hurricanes. Board members stated that they also agree with the criminal and extension policies as currently stated in the Administrative Plan.

Ms. Smith stated that she is more concerned with the extension policy as her current apartment manager is requiring that all tenants move due to necessary renovations; Ms. Hubbard stated that she would be entitled to extensions as will be explained by her Housing Specialist.

Ms. Bazinet presented the new policy being considered, and outline of a disaster preference to be implemented using disaster vouchers and TBRA funds as available. Preference would first be offered to all applicants on the Section 8 Waiting list, then to other evacuees if they can document displacement in a federally declared natural disaster, and dependent upon the availability of vouchers, coupons, and funding. This was approved by all board members as reasonable and fair.

The timeline for presenting the Annual Plan for approval through the public comment period, through the Public Hearing process, the acceptance of the plan by City Council, and the forwarding of the plan through electronic transmission for HUD approval was reviewed.

The meeting closed at 6:00 p.m.

Respectfully Submitted
Marsha Bazinet, Section 8 Coordinator

ATTACHMENT C

PUBLIC HEARING MINUTES

May 3, 2006

A Public Hearing was held on May 3, 2006 at 9:00 a.m. in the conference room of the Housing Department to review the City of Pensacola Housing Department's updated Annual Plan for FY 2005-6.

Present were: Patricia K. Hubbard, Housing Department Director, Sue Saffran, Assistant Director, Marsha Bazinet, Section 8 Program Coordinator, Christine Crespo, and Randy Wilkerson, NEFI.

Pat Hubbard opened the meeting by welcoming the attendees and gave a brief overview of the Five Year plan and the Annual Plan update for the coming year of program operation.

The attendees reviewed one addition to be made to the Housing Choice Voucher Program Administrative plan, which will give victims of natural disaster (i.e. hurricanes, etc.), preference on the Housing Choice Voucher waiting list.

After some discussion, this new policy ~~was~~ accepted by those present, and will be submitted to the City Council for review.

The Public Hearing was closed at 10:00 a.m.

Respectfully Submitted,

Marsha Bazinet
HCV Program Coordinator

ATTACHMENT D

PROGRESS STATEMENT IN MEETING FIVE-YEAR PLAN MISSION AND GOALS

HUD Goal 1a. The City of Pensacola's Department of Housing has seen a marked but hopefully temporary decrease in the number of property owners and agents requesting to list rental units on the available units list, which is made available to Section 8 participants seeking housing. This decrease is attributed to the damage and destruction that occurred during Hurricane Ivan in September, 2004, and Dennis in June, 2005; the resulting increase in the costs of materials and labors to repair each unit, a sharp increase in the costs of insurance to owners, and a dramatic increase in rents. Many units have been or are in the process of being totally rehabilitated, to be returned to the housing stock as upscale condominiums and making them beyond the reach of Section 8 participants. Many Section 8 tenants are still housed in FEMA trailers throughout the area.

Through its partnership with the Escambia Consortium, the City of Pensacola sponsored/financed the construction of forty seven (47) single-family housing units built by Community Equity Investment, Inc. (CEII), AMR, Habitat for Humanity, and private urban infill builders (SHIP \$1,410,000). Fifty-five (55) elderly housing units were completed by Methodist Homes for the Aging, Inc. in the redevelopment area of downtown Pensacola. The Escambia Consortium provided \$330,000 of SHIP funds for this unique project.

Additionally, CEII is constructing twelve (12) more rental units (Townsend Terrace – 8 units, HOME Program \$357,000 and Jordan Street Rentals – 4 units, HOME Program \$238,000). Finally, two elderly rental complexes as of 2005 are pending start of construction and will receive support from the Consortium, including: HUD Section 202 Program: AHEPA 126 Apartments (Creighton Road) – fifty (50) units/elderly and Florida Housing Tax Credit Program: Alabaster Gardens (Massachusetts Avenue) – 147 units/elderly. Local funding: SHIP \$1,600,000. Units will be under construction by late summer 2006. Through the Consortium in excess of \$3,900,000 has either been expended or committed to increasing available affordable housing units for the period ending December 31, 2005.

1b. The City of Pensacola Housing Department continues to strive towards increasing its performance under SEMAP scoring. This agency is in the process of acquiring a new, updated software package, which will undoubtedly assist greatly with data transmissions to HUD, which are an integral part of the SEMAP monitoring.

Compliance through the current software program is difficult because it is obsolete, having been acquired in 1995; the vendor is non-cooperative, and the software does not interface with HUD's PIC program which accepts and attempts to translate the transmitted data. Problems at this time are due to old data transmissions which must be eliminated from PIC, as it is interfering (per the PIC coach) with the new data and score calculations. The Housing Department's goal is to first acquire the new software, then convert data from the old software to the new software with a minimum of difficulty, and thus achieve the highest SEMAP score possible.

In addition, this Housing Department will, within the coming month, hire an independent software company to assess the transmission of previous PIC data and thoroughly train housing staff in correct data input to the 50058 in order to clean up the old data and guarantee transmission of correct data in the future.

1c. The Housing Department's current, short term goal is to reach other landlords in order to increase the amount of rental units available to Section 8 tenants, through the use of advertising and outreach to the community. Landlords are constantly counseled on screening techniques in order to acquire and keep more satisfactory tenants, and maintain a positive view of the Section 8 Program and its participants. A landlord newsletter is sent out periodically with program changes and updates. The goal of this housing agency continues to be to encourage the enrollment, participation, and satisfaction of new landlords and owners.

The Pensacola Housing Department continuously surveys unassisted rental units in Escambia County to determine comparable rents for each bedroom size. The location, quality, size, number of bedrooms, age, amenities, housing services, maintenance and utilities of the unit are considered in assessing the comparable rents. This survey will be reassessed annually, as the market has been extremely volatile due to the influence of the recent hurricanes on the area.

Through the City of Pensacola's participation in the SHIP - First-Time Homebuyers Program, over one hundred twenty (120) families have received counseling and assistance in the purchase of their home this past fiscal year. It is anticipated at least the same number of additional families will be assisted by the end of the current fiscal year.

The City of Pensacola developed and implemented an Urban Infill Housing Redevelopment Project for very low, low and moderate income families. This project is designed to stimulate investment in the Pensacola Front Porch Community and designated local Escambia County Community Redevelopment Areas by offering financial incentives that will encourage the proactive redevelopment of abandoned or vacant urban infill properties by private developers/builders, non-profit corporations, and other interested parties for production of affordable housing. Eligible families may qualify for a maximum SHIP down payment no interest forgivable loan up to \$25,000. Approximately thirty-five (35) families have been assisted under this program during the past fiscal year.

HUD Goal 2. The Pensacola Housing Department continues to encourage and provides ongoing counseling to applicants and participants to seek units in diverse neighborhoods with mixed incomes. All clients continue to receive an annually updated “Expanding Housing Opportunities” booklet which contains maps and outlines of poverty census areas, and other information regarding school locations and their ranking and available transportation lines and medical services. This has become more difficult due to the Hurricanes and the resulting shortage of affordable rental housing within this jurisdiction. The Housing Department consistently urges tenants to establish a good rental history in order to obtain better referrals from landlords, who are urged to screen prospective tenants more closely.

In addition, the Housing Department strives to improve community relations by meeting with concerned homeowners and listening to citizen complaints, and through the education of program participants in the area of neighborhood relations. The problem of graffiti appears to have lessened greatly in most neighborhoods. The current emphasis is on removing trash from neighborhoods and keeping yards more attractive with greater curb appeal through continual maintenance by the residents. The removal of unregistered, unlicensed vehicles has also been emphasized. The Department has noticed a reduction in complaints from homeowners since additional counseling and more strenuous inspections have been implemented.

most curb appeal due to their efforts. The Housing Department hopes to establish within participants a renewed, personal pride in their home and a wish to contribute to their neighborhood and community.

HUD Goal 3. The Pensacola Housing Department’s Family Self-Sufficiency Coordinator is dedicated to promoting participation in the Family Self-Sufficiency Program. Individual counseling sessions are held routinely to assist potential and current participants. The total number of participants is 27. Of the 27 participants, 23 individuals now have positive balances in their escrow accounts with total deposits of approximately \$81,800.00.

HUD Goal 4. Through the Escambia Consortium and its participation in the Homeless Coalition and local Fair and Affordable Housing Committees, the Pensacola Housing Department continues to support just and fair housing opportunities to all residents of Escambia, County.

HUD Goal 5. Staff continues to be involved in the Long Term Recovery Committee coordinating with Catholic Charities to assist eligible families in FEMA trailers obtain Disaster Vouchers.

Goal 6. The Disaster Voucher Waiting List continues to be open to the families displaced by Hurricane Ivan. _____ families have received Disaster Vouchers. _____ families are under lease and receiving rental assistance.

Goal 7. An emergency plan has been developed. Hurricane Awareness Packets have been developed and are distributed to tenants and landlords. A form was sent to all participating landlords requesting their current contact information including emergency phone numbers and email addresses. Additionally, we have requested that they have an emergency evacuation plan for their tenants.

HA Goal 1. The Pensacola Housing Department continues to maintain accurate records of family eligibility and documents monthly Housing Assistance Payment. A new system of document storage, called Fortis, has been instituted. Staff continues to conduct annual re-certification meetings. Staff is currently researching updated software solutions to increase the accuracy and expand the reporting capabilities.

Goal 2. The Housing Department maintains a Section 8 Waiting List of potential participants, conducts eligibility briefings using a new Power Point presentation, conducts standard, quality control, and complaint inspections in keeping with Minimum Housing Quality Standards and Southern Building Code compliance, and processes leases and contracts on a continuous basis. The current waiting list has approximately 1,000 applicants.

Goal 3. Through vigilance and monitoring of HUD's home web page and the constantly updated web pages of the Federal Register, the Pensacola Housing Department intends to keep abreast of current rules, regulations, and changes. When necessary, the Section 8 Administrative Plan is amended to maintain the plan's integrity.

The City of Pensacola now administers 2255 Housing Choice Vouchers, including 200 Disaster Vouchers, Fair Share, Family Unification, Family Self-Sufficiency and the Mainstream Programs. The Family Self-Sufficiency Coordinator position was funded for the year. The City of Pensacola Housing Department requests renewals from HUD to fund the position of Family Self Sufficiency Coordinator by applying to HUD annually, and applies for any other voucher grants that become available. Thirty four new vouchers will be issued beginning in April, 2006, to assist tenants living within the

Ridgetop Apartment Complex, whose own HUD contract expires effective April 30, 2006.

Lead Hazard Control inspections are continuing and are not deterrent to landlords wishing to rent their units under the Section 8 Housing Assistance Programs. The Housing Department will continue to apply for grants to improve Housing Quality Standards compliance as such grants become available.