

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

PHA Plans

5 Year Plan for Fiscal Years 2006 - 2010
Annual Plan for Fiscal Year 2006

Tulahoma Housing Authority

Randolph J. Meisel
Executive Director

PHA Plan

Agency Identification

PHA Name: Tullahoma Housing Authority

PHA Number: TN024

PHA Fiscal Year Beginning: (mm/yyyy) 10/2006

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 2006 - 2010
[24 CFR Part 903.5]

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score) 88
 - Improve voucher management: (SEMAP score) 96
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:

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

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

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

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

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2006
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Tullahoma Housing Authority has completed this Agency Plan in consultation with both our residents, and the local community. The public is provided with an opportunity to review the plan and offer comments at a public hearing to be held on May 18, 2006. The Annual Agency Plan is summarized as follows:

1. Housing Needs
Our current waiting list holds 126 applicants. Our greatest demand is for 1 bedroom units with 56% of our applicants on that list. 24% of our applicants are waiting for a 2 bedroom apartment, 17% are on the 3 bedroom list, and 3% are waiting for a 4 bedroom apartment. THA does not have any current plans to expand it's public housing stock.
2. Financial Resources
Tullahoma Housing Authority expects to expend approximately \$2,000,000 in FY 2006 for Operations, Capital Improvements and administrative costs.
3. Eligibility, Selection and Admission Policies
The ACOP, Lease and all related policies have been revised to comply with the requirements of the Quality Housing and Work Responsibility Act (QHWRA). These revisions address de-concentration and income mixing, thereby encouraging higher income families in the developments. Although THA has provided incentives for higher income families, the majority of our applicants are from the very low and extremely low income levels. All policies are reviewed on a regular basis.

4. Rent Determination – Discretionary Policies
The THA has had ceiling rents in place since 1989. During FY-2002 THA conducted an extensive rent comparability study in order to replace ceiling rents with appropriate Flat rents. Flat rents are set at \$281, \$323, \$418 and \$481 for one through four bedroom apartments at TN024-004, TN024-005 and TN024-006. Flat rents are set at \$225, \$258, \$334 and \$385 for one through four bedroom apartments at TN024-001 and TN024-002. Our minimum rent is \$50.00 for both public housing and Section 8 Rental Assistance. Our Section 8 Program utilizes Success Rate Payment Standards (SR110).
5. Operations and Management
All policies have been revised to comply with all mandated requirements of the QHWRA. THA has repeatedly changed companies and methodologies in its pest control efforts. Recent adoption of a new approach has netted positive results in our ongoing efforts to reduce and eliminate pests, including cockroaches.
6. Grievance Procedure
The THA Grievance Procedures have been revised to comply with the QHWRA.
7. Capital Improvements
Our projected funding under the Public Housing Capital Program is from \$350,000 to \$400,000. Our focus for the FY 2006 program year will continue to be general modernization improvements primarily in projects TN024-001 and TN024-002.
8. Demolition and/or Disposition
THA has no current plans for demolition or disposition.
9. Designation
THA has the following apartments designated for the elderly and/or disabled:
 - Autumn Manor - TN024-004 - 58 units
 - Cedar Lane - TN024-005 - 28 units
 - Whispering Oaks - TN024-006 - 11 units
10. Conversion of Public Housing
THA has no current plans to designate any developments or buildings to tenant-based assistance.
11. Homeownership
THA has no current plans to develop a Homeownership Program. However, information and referrals are provided for our residents.

12. Self-Sufficiency Programs
THA has a very active and wide-ranging Resident Services program that includes activities to provide greater economic self-sufficiency through the State's "Families First" welfare to work program. We anticipate a continuing reduction in this area due to the loss of PHDEP funding.
13. Safety and Crime Prevention
Safety and Crime Prevention for THA can no longer be funded through the Public Housing Drug Elimination Program. Services will continue being provided to the extent feasible under current funding levels. THA utilizes a two pronged approach by offering a wide array of anti-drug/anti-crime related programs, combined by employing a full-time police officer to work in our developments.
14. Ownership of Pets
THA has a pet policy that is in compliance with QHWRA requirements.
15. Civil Rights Certification
We have included the required certification regarding Fair Housing and Civil Rights in this Plan.
16. Annual Audit
Our most recent annual audit for fiscal year 2005 is on file at our local HUD office in Nashville, Tennessee, and is available for review at our main office during normal business hours.
17. Asset Management
It is the goal of THA to manage our assets (physical property, financial resources and manpower) as efficiently as possible to meet the intent of our mission statement. All applicable policies and procedures are in place to achieve this goal.

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.

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	4
ii. Table of Contents	7
1. Housing Needs	10
2. Financial Resources	17
3. Policies on Eligibility, Selection and Admissions	18
4. Rent Determination Policies	28
5. Operations and Management Policies	32
6. Grievance Procedures	34
7. Capital Improvement Needs	35
8. Demolition and Disposition	58
9. Designation of Housing	59
10. Conversions of Public Housing	60
11. Homeownership	62
12. Community Service Programs	63
13. Crime and Safety	66
14. Pets	68
15. Civil Rights Certifications (included with PHA Plan Certifications)	68
16. Audit	68
17. Asset Management	69
18. Other Information	69
19. Public Hearing	72

Attachments

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

Required Attachments:

- Admissions Policy for De-concentration
- FY 2006 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Attachment A – Brief Statement of Progress in Meeting the 5-Year Plan
Mission and Goals**

Attachment B – Resident Membership on Governing Board

- Attachment C – Membership of Resident Advisory Board**
- Attachment D – Voluntary Conversion Required Initial Assessments**
- Attachment E - Pet Policy**
- Attachment F - Community Service Policy**
- Attachment G – Follow-up Plan for Resident Survey**

Optional Attachments:

- PHA Management Organizational Chart
- FY 2006 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: 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
	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration 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 de-concentration 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 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 type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input 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 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 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
	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
	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
	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	Annual Plan: Conversion of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	1996 HUD Appropriations Act	
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	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
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	304	5	5	3	5	2	2
Income >30% but <=50% of AMI	61	4	4	3	5	2	2
Income >50% but							

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
<80% of AMI	15	4	4	3	5	2	2
Elderly	36	4	4	3	5	2	2
Families with Disabilities	88	4	4	4	5	2	2
White R/1	331	4	4	3	5	2	2
Black R/2	49	4	4	3	5	2	2
Hispanic E/1	0	4	4	3	5	2	2
Non-Hispanic E/2	380	4	4	3	5	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:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: Current 2006 Public/Assisted Housing and Sec 8 waiting lists.

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover

Housing Needs of Families on the Waiting List			
Waiting list total	126		121
Extremely low income <=30% AMI	101	80	
Very low income (>30% but <=50% AMI)	18	14	
Low income (>50% but <80% AMI)	7	6	
Families with children	56	44	
Elderly families	15	12	
Families with Disabilities	23	18	
White R/1	117	93	
Black R/2	9	7	
Hispanic E/1	0	0	
Non-Hispanic E/2	126	100	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	70	56	68
2 BR	30	24	29
3 BR	21	16	19
4 BR	5	4	5
5 BR	0	0	0
5+ BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	201		27
Extremely low income <=30% AMI	158	79	
Very low income (>30% but <=50% AMI)	37	18	
Low income (>50% but <80% AMI)	6	3	
Families with children	137	68	
Elderly families	11	5	
Families with Disabilities	55	27	
White R/1	178	89	
Black R/2	23	11	
Hispanic E/1	0	0	
Non-Hispanic E/2	201	100	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	63	32	8
2 BR	89	44	12
3 BR	43	21	6
4 BR	6	3	1
5 BR	0	0	0
5+ BR	0	0	0

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? 4

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, victims of a natural disaster.

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance

- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2006 grants)		
a) Public Housing Operating Fund	\$399,711	
b) Public Housing Capital Fund	\$367,058	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$410,965	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY-2004 CFP	\$57,823	Physical & Mgmt Imp.
FY-2005 CFP	\$356,183	
3. Public Housing Dwelling Rental Income	\$502,590	Mgmt & Maint Ops

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)		
Excess Utilities	\$9,900	Utilities
Non-Dwelling Rent	\$1,920	Operations
Investments	\$18,700	Operations
Other Op Receipts	\$23,500	Operations
4. Non-federal sources (list below)		
Operating Reserve	\$706,890	Unexpected Needs
Total resources	\$2,855,240	PHA Operations

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)

➤ Begin immediately at time of application

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

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

- Violent Behavior
- Rape/Sex Offender

- Record of serious disturbances
 - Alcohol related criminal activities
 - False information and refusal to complete forms
- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

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

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

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

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

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

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

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

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

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

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists

- At the development to which they would like to apply
- Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

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)

- Elderly & Disabled for elderly and disabled units
- Near Elderly for elderly developments and units
- Handicapped persons for handicap accessible units

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.

6 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

- Elderly & Disabled for elderly and disabled units
- Near Elderly for elderly developments and units
- Handicapped persons for handicap accessible units

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

- 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:

- TN024-001
- TN024-002
- TN024-005
- TN024-006

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)

As noted under Capital Improvement Needs in Component 7 of this plan, a major interior/exterior renovation project has been programmed for Dossett and Carver Homes. It is hoped that major modernization improvements will help to encourage applicant families whose income is above the Established Income Range to accept units in these developments.

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:

- TN024-001
- TN024-002

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:

- TN024-005
- TN024-006

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)

- Outstanding debts to other PHAs
- False information and/or refusal to complete forms

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)

- Names of previous landlords
- Previous rental history

(2) Waiting List Organization

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

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

- Will extend up to the maximum allowable voucher term of 120 days. Very often necessary in order to find acceptable units within Rent Ranges.

(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)
- Recently discharged from State mental health residence program
 - Elderly/Disabled/Handicapped and desires to live in an Independent Group Residence

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

3 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

- Recently discharged from State mental health residence program
- Elderly/Disabled/Handicapped and desires to live in an Independent Group Residence

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:

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

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

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

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

A five member Board of Commissioners governs Tullahoma Housing Authority. The Mayor of the City of Tullahoma appoints the Commissioners to five-year terms. The Board hires the Executive Director, and together with the Executive Director, sets the policy and direction of the Housing Authority. Reporting directly to the Executive Director, and responsible for their respective program areas are: the Deputy Director, Public Housing Manager, Maintenance Supervisor, Section 8 Program Manager, Modernization Coordinator, and Resident Services Coordinator.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	269	121
Section 8 Vouchers	116	27
Section 8 Certificates	NA	NA
Section 8 Mod Rehab	NA	NA
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	NA
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal Programs(list individually)	NA	NA

C. Management and Maintenance Policies

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

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

- Dwelling Lease
- Admissions & Continued Occupancy Policy (ACOP)
- Grievance Policy
- Resident Charges for Abuse
- Resident Utility Allowances
- Pet Policy
- Community Room Policy
- UPCS Inspection Checklist
- Maintenance Policy (Including Pest Control/Extermination)
- Annual Maintenance Plan
- Disposition Policy
- Procurement Policy
- Capitalization Policy
- Personnel Policy

- Job Descriptions
- Internal Control Procedures
- Operating Budget and Subsidy Schedule
- Capital Fund Grant Plan and Budget
- Public Housing Agency Plans (5-Year and Annual)
- Public Housing Management Assessment Certification and Score
- HUD Regulations, Notices, and Circular Letters
- Investment Policy
- Safety Policy
- Gas Emergency Manual
- Gas O&M Plan
- Community Service Policy
- Lead-Based Paint Policy
- Resident Initiatives Policy
- Relocation Policy
- Annual Contributions Contract (ACC) & Amendments with HUD
- Non-Profit Corporation Act and Charter
- Tullahoma Housing Authority By-Laws
- Cooperation Agreement Between THA and the City of Tullahoma

(1) Section 8 Management: (list below)

- Section 8 Administrative Plan
- All applicable policies listed above

These documents are available at the Tullahoma Housing Authority Office located at 2401 Cedar Lane Village Drive, Tullahoma, Tennessee

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

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

PHA Name: Tulahoma Housing Authority	Grant Type and Number Capital Fund Program Grant No: TN43P02450106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
--	---	---

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

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0			
2	1406 Operations	0			
3	1408 Management Improvements	60,000			
4	1410 Administration	15,942			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	62,000			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	12,500			
10	1460 Dwelling Structures	210,616			
11	1465.1 Dwelling Equipment—Nonexpendable	0			
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	6,000			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			
19	1501 Collaterization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$ 367,058			
22	Amount of line 21 Related to LBP Activities	20,000			
23	Amount of line 21 Related to Section 504 compliance	0			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			

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

PHA Name: Tullahoma Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P02450106 Replacement Housing Factor Grant No:		Federal FY of Grant: 2006	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
26	Amount of line 21 Related to Energy Conservation Measures	0			

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

PHA Name: Tullahoma Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P02450106 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Resident Services Coordinator	1408	Lump Sum	30,000				
PHA-WIDE	Police Officer	1408	Lump Sum	30,000				
PHA-WIDE	Advertisements	1410	Lump Sum	942				
PHA-WIDE	Clerk of the Works	1410	Lump Sum	15,000				
PHA-WIDE	Mod Coordinator	1430	Lump Sum	28,000				
PHA-WIDE	A&E Services	1430	Lump Sum	25,000				
PHA-WIDE	Environmental Testing/Monitoring	1430	Lump Sum	9,000				
PHA-WIDE	Drainage, Parking, Landscaping, Walks & Handrails	1450	Lump Sum	5,500				
PHA-WIDE	Interior Painting	1460	Lump Sum	30,000				
PHA-WIDE	Maintenance Tools & Equipment: Concrete Grinder	1475	Lump Sum	6,000				
TN024-02	Remove Rear Walks	1450	Lump Sum	7,000				
TN024-04	Paint Building Exterior	1460	60 DU	12,000				

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

PHA Name: Tullahoma Housing Authority		Grant Type and Number Capital Fund Program Grant No: TN43P02450106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN024-04	Install HVAC Housings	1460	60 DU	16,116				

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

PHA Name: TULLAHOMA HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: TN43P02450105 Replacement Housing Factor Grant No:		Federal FY of Grant: 2005	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2006 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations	0	0	0	0
3	1408 Management Improvements	60,000	36,000.00	36,000.00	0
4	1410 Administration	15,589	15,358.77	15,000.00	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	66,000	29,000.00	24,000.00	3,750.00
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	8,000	4,500.00	0	0
10	1460 Dwelling Structures	165,000	162,000.00	9,000.00	0
11	1465.1 Dwelling Equipment—Nonexpendable		0	0	0
12	1470 Non-dwelling Structures	44,000	117,324.00	0	0
13	1475 Non-dwelling Equipment	27,353	22,759.23	15,759.23	15,759.23
14	1485 Demolition		0	0	0
15	1490 Replacement Reserve		0	0	0
16	1492 Moving to Work Demonstration		0	0	0
17	1495.1 Relocation Costs	1,000	0	0	0
18	1499 Development Activities		0	0	0
19	1501 Collaterization or Debt Service		0	0	0
20	1502 Contingency		0	0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$ 386,942	\$ 386,942.00	\$ 99,759.53	\$ 19,509.23
22	Amount of line 21 Related to LBP Activities	42,000	42,000.00	0	0
23	Amount of line 21 Related to Section 504 compliance	0	0	0	0
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0

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

PHA Name: TULLAHOMA HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: TN43P02450105		Federal FY of Grant: 2005	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)			
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2006		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs	0	0	0	0
26	Amount of line 21 Related to Energy Conservation Measures	0	0	0	0

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

PHA Name: Tulahoma Housing Authority		Grant Type and Number Capital Fund Program Grant No: : TN43P02450105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Resident Services Coordinator	1408	Lump Sum	30,000	18,000.00	18,000.00	0	In Process
PHA-WIDE	Police Officer	1408	Lump Sum	30,000	18,000.00	18,000.00	0	In Process
PHA-WIDE	Advertisements	1410	Lump Sum	589	358.77	0	0	In Process
PHA-WIDE	Clerk of the Works/Admin. Personnel	1410	Lump Sum	15,000	15,000.00	15,000.00	3,750.00	In Process
PHA-WIDE	Mod Coordinator	1430	Lump Sum	26,000	14,000.00	14,000.00	0	In Process
PHA-WIDE	A&E Services	1430	Lump Sum	30,000	10,000.00	10,000.00	0	In Process
PHA-WIDE	Environmental Testing/Monitoring	1430	Lump Sum	10,000	5,000.00	0	0	Planning
PHA-WIDE	Drainage, Parking, Landscaping, Walks & Handrails	1450	Lump Sum	8,000	4,500.00	0	0	Planning
PHA-WIDE	Interior Painting	1460	Lump Sum	25,000	9,000.00	9,000.00	0	In Process
PHA-WIDE	Computer Equipment	1475	Lump Sum	20,353	15,759.23	15,759.23	15,759.23	Complete
PHA-WIDE	Relocation	1495	Lump Sum	1,000	0	0	0	Deleted

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

PHA Name: Tulahoma Housing Authority		Grant Type and Number Capital Fund Program Grant No: : TN43P02450105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN024-04	Community Room Upgrades: Drop Ceiling, Light Fixtures, Demo Wall, Paint/Paper, Flooring, Electrical, Plumbing, Mechanical & Hardware	1470	Lump Sum	20,000	93,324.00	0	0	In Process
TN024-04	Tables, Chairs, Benches, etc. for Comm. Room	1475	Lump Sum	7,000	7,000.00	0	0	Planning
TN024-04	Paint Building Exterior	1460	60 DU	12,000	12,000.00	0	0	In Process
TN024-04	Install HVAC Housings	1460	60 DU	36,000	36,000.00	0	0	In Process
TN024-01	Ext. Police Facility: Roof, Fascia, Soffit, Siding, Porch Imp., Gutters, Stucco, Paint Bricks, Doors, Lights, Roof Extension For Postal Facility, Meter Base	1470	Lump Sum	24,000	24,000			In Process
TN024-01	Fascia, Soffit, Siding & Porch Imp. (LBP)	1460	8 DU	32,000	45,000	0	0	In Process
TN024-01	Re-Roof	1460	8 DU	12,000	12,000	0	0	In Process
TN024-01	Gutters/Downspouts	1460	8 DU	4,000	4,000	0	0	In Process
TN024-01	Stucco Finish	1460	8 DU	8,000	8,000	0	0	In Process
TN024-01	Paint Bricks	1460	8 DU	9,000	9,000	0	0	In Process
TN024-01	Exterior Doors & Hardware	1460	8 DU	13,000	13,000	0	0	In Process
TN024-01	Storm Doors	1460	8 DU	6,500	6,500	0	0	In Process
TN024-01	Shutters	1460	8 DU	2,500	2,500	0	0	In Process
TN024-01	Exterior Lights	1460	8 DU	2,000	2,000	0	0	In Process

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

PHA Name: Tulahoma Housing Authority		Grant Type and Number Capital Fund Program Grant No: : TN43P02450105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN024-01	Meter Bases	1460	2 EA	3,000	3,000	0	0	In Process
	Total Program			386,942	386,942.00	99,759.23	19,509.23	

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

PHA Name: Tulahoma Housing Authority		Grant Type and Number Capital Fund Program No: : TN43P02450105 Replacement Housing Factor No:				Federal FY of Grant: 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-WIDE	8/18/2007			8/18/2009			
TN024-01	8/18/2007			8/18/2009			
TN024-04	8/18/2007			8/18/2009			

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

PHA Name: TULLAHOMA HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: TN43P02450104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
---------------------------------------	--	------------------------------

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 3)
 Performance and Evaluation Report for Period Ending: 03/31/2006 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0			
2	1406 Operations	0			
3	1408 Management Improvements	60,000.00	63,224.09	63,224.09	63,224.09
4	1410 Administration	15,750.00	17,835.57	17,835.57	17,613.04
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	66,000.00	56,673.75	56,673.75	28,673.75
8	1440 Site Acquisition	0			
9	1450 Site Improvement	75,857.00	105,948.69	105,948.69	105,948.69
10	1460 Dwelling Structures	147,000.00	132,811.22	17,507.00	17,507.00
11	1465.1 Dwelling Equipment—Nonexpendable	0			
12	1470 Non-dwelling Structures	15,000.00	3,113.68	3,113.68	3,113.68
13	1475 Non-dwelling Equipment	16,982.00	16,982.00	16,982.00	16,982.00
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	0			
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$ 396,589.00	\$ 396,589.00	\$ 281,284.78	\$ 253,062.25
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance	55,000.00	36,000.00	0	0
24	Amount of line 21 Related to Security – Soft Costs	0	0	0	0
25	Amount of Line 21 Related to Security – Hard Costs	0	0	0	0

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

PHA Name: TULLAHOMA HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: TN43P02450104 Replacement Housing Factor Grant No:		Federal FY of Grant: 2004	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/2006 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
26	Amount of line 21 Related to Energy Conservation Measures	0	0	0	0

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

PHA Name: Tullahoma Housing Authority		Grant Type and Number Capital Fund Program Grant No: : TN43P02450104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Resident Services Coordinator	1408	Lump Sum	30,000.00	32,673.56	32,673.56	32,673.56	Complete
PHA-WIDE	Police Officer	1408	Lump Sum	30,000.00	30,550.53	30,550.53	30,550.53	Complete
PHA-WIDE	Advertisements	1410	Lump Sum	750.00	335.57	335.57	113.04	In Process
PHA-WIDE	Clerk of the Works	1410	Lump Sum	15,000.00	17,500.00	17,500.00	17,500.00	In Process
PHA-WIDE	Mod Coordinator	1430	Lump Sum	26,000.00	28,325.00	28,325.00	28,325.00	Complete
PHA-WIDE	Environmental Testing/Monitoring	1430	Lump Sum	10,000.00	0	0	0	Deleted
PHA-WIDE	A&E Services	1430	Lump Sum	30,000.00	28,348.75	28,348.75	348.75	In Process
PHA-WIDE	Drainage, Parking, Landscaping, Walks & Handrails	1450	Lump Sum	4,357.00	14,620.00	14,620.00	14,620.00	Complete
TN024-02	Cluster Mail Boxes	1450	2 Ea	1,500.00	0	0	0	Deleted
PHA-WIDE	Interior Painting	1460	Lump Sum	25,000.00	14,737.00	14,737.00	14,737.00	Complete
TN024-01	Fascia, Soffit, Siding & Porch Imp. (LBP)	1460	4 DU	40,000.00	35,304.22	0	0	In Process

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

PHA Name: Tullahoma Housing Authority		Grant Type and Number Capital Fund Program Grant No: : TN43P02450104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN024-01	Re-Roof	1460	4 DU	15,000.00	15,000.00	0	0	In Process
TN024-01	Gutters/Downspouts	1460	4 DU	7,500.00	7,500.00	0	0	In Process
TN024-01	Stucco Finish	1460	4 DU	10,500.00	10,500.00	0	0	In Process
TN024-01	Paint Bricks	1460	4 DU	12,500.00	12,500.00	0	0	In Process
TN024-01	Ext. Doors & Hardware	1460	8 EA	16,000.00	16,000.00	0	0	In Process
TN024-01	Storm Doors	1460	8 EA	8,000.00	8,000.00	0	0	In Process
TN024-01	Shutters	1460	4 DU	2,500.00	2,500.00	0	0	In Process
TN024-01	Exterior Lights	1460	4 DU	3,000.00	3,000.00	0	0	In Process
TN024-01	Exterior Painting	1460	4 DU	5,000.00	5,000.00	0	0	In Process
	From 5-Year Plan							
PHA-WIDE	Maintenance Vehicle	1475	Lump Sum	16,982.00	16,982.00	16,982.00	16,982.00	Complete
PHA-WIDE	HVAC Replacement	1460	Lump Sum	2,000.00	2,770.00	2,770.00	2,770.00	Complete

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

PHA Name: Tulahoma Housing Authority		Grant Type and Number Capital Fund Program Grant No: : TN43P02450104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
TN024-01	Parking Area Improvements (FY03 CFP)	1450	4 Areas	70,000.00	91,328.69	91,328.69	91,328.69	Complete
TN024-01	Postal Facility (LBP) (FY03 CFP)	1470	Lump Sum	15,000.00	813.68	813.68	813.68	Complete
TN024-04	Elevator Upgrades	1470	Lump Sum	0	2,300.00	2,300.00	2,300.00	Complete
	Total Program			\$ 396,589	\$ 396,589.00	\$281,284.78	\$253,062.25	

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

PHA Name: Tulahoma Housing Authority		Grant Type and Number Capital Fund Program No: : TN43P02450104 Replacement Housing Factor No:				Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA-WIDE	9/30/07			9/30/08			
TN024-01	9/30/07			9/30/08			
TN024-04	9/30/07			9/30/08			

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-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)

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Tulahoma Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 4 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 5 FFY Grant: 2010 PHA FY: 2010
	Annual Statement				
PHA-WIDE		132,942	155,058	157,758	271,058
<i>TN024-01</i>			251,086		60,000
TN024-02				209,300	
TN024-04			12,000		36,000
TN024-05		138,116			
TN024-06		96,000			
CFP Funds Listed for 5-year planning		\$ 367,058	\$ 367,058	\$ 367,058	\$ 367,058
Replacement Housing Factor Funds		0	0	0	0

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of

1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the

U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations

Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

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

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

B. 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.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program	

<input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Adult Computer Training	10	Response to Announcement	Dossett Community Center	Both
Haven of Hope (Domestic Violence)	20	Crime Data Base Domestic Violence Calls	East Lincoln Elementary School	Both
“Families First”	59	AFDC Recipients	DHS/THA/Resident Services Department	Public Housing
Housekeeping Seminar	10	Residents with Housekeeping Violations	Cedar Lane and Dossett Community Center	Public Housing
Head Start	10	Letters & School Announcements	Cedar Lane Community Center	Both
GED Preparation Classes	10	Families First Participants	Adult Learning Center and Motlow CC	Both
Interviewing Skills and Techniques Classes	10	Response to announcement and job seeking Residents	Cedar Lane Community Center	Both
Better Money Management	10	Response to announcement	Cedar Lane Community Center	Both

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	Not Required	N/A
Section 8	Not Required	N/A

- 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 "F"

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children

- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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

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

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

Dossett Homes (TN024-01)

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)

Dossett Homes (TN024-01)

C. Coordination between PHA and the police

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

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

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

Dossett Homes (TN024-01)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 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 2005 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See Attachment “E”

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

- Dossett representative asked about playground equipment and was told it is already in the plan. She also had several questions about a sign and a bulletin board for the Dossett Community Center and was told that these items could be addressed administratively through the Operating Budget.
- Cedar Lane representatives asked about roof replacement and were told the roofs were still in good shape, having all been replaced within the past 10 years. Several other issues were raised that were addressed administratively.
- Carver representatives asked about storage buildings for their lawn and outdoor equipment. It was agreed that this was a good idea and that consideration would be given to perhaps including this item in the FY-2007 plan after a feasibility study is conducted and the costs are estimated.
- The Autumn Manor representative raised several issues that were addressed through the issuance of a maintenance work order.

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

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

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)

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)

- **Preserve existing affordable housing stock**
- **Promote economic self-sufficiency/welfare to work**
- **Promote crime prevention, security, and safety**
- **Insure equal housing and employment opportunities**
- **Provide housing for special needs persons**
- **Promote and conserve energy resources**

Other: (list below)

- **The State of Tennessee has reviewed the PHA Plans and has found them to be consistent with the States' Consolidated Plan.**

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

D. Other Information Required by HUD

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

DEFINITION OF SUBSTANTIAL DEVIATION and SIGNIFICANT AMENDMENT or MODIFICATION

In accordance with the Final Public Housing Agency Plans Regulations, 24 CFR Part 903, Section 903.7 ® (2), the PHA establishes the following basic criteria for a "substantial deviation" and "significant" amendment or modification.

1. The THA will consider a "substantial deviation" to be a change in the Mission, Goals, and Objectives of the PHA Plans that is duly determined by the board of Commissioners and the Resident Advisory Board to be a deviation from the latest approved PHA Plans. If the Board of Commissioners and the Resident Advisory Board considers the change(s) in the Mission, Goals, and Objectives to be substantial, in their determination, the Plans will be submitted to HUD for review and approval.
2. In addition, if there is a change in funding of greater than 20 percent of the Operating Budget and/or Capital Fund amount, this will be considered an amendment/modification to the Plans, except for emergencies that are beyond the control of the PHA. If the item/activity is included in the 5-year Capital Improvements Program, it will not be considered a significant change although the cost may exceed the 20 percent threshold; therefore, not requiring HUD review and approval.

19. PUBLIC HEARING:

A Public Hearing was held at 5:00 p.m., May 18, 2006 in the Cedar Lane Village Community Center, 301 Cedar Lane Village Drive, Tullahoma, Tennessee. Attending the meeting were 13 residents from four different THA housing complexes, the THA liaison from the Tullahoma News, and four THA Commissioners, along with numerous members of the THA staff. During and after the hearing there were numerous comments made by residents, and general satisfaction expressed about planned Capital Fund expenditures. The sign-in sheet and complete minutes for this hearing are on file and available at the THA main office.

Attachment A

BRIEF STATEMENT OF PROGRESS IN MEETING THE 5-YEAR PLAN MISSION AND GOALS

Tulahoma Housing Authority consistently accomplishes its Mission by providing decent, safe, and sanitary housing for very low-income families while maintaining their rent payments at an affordable level. We promote fair housing and the opportunity for low and very low-income families of all ethnic backgrounds to live in an environment free from discrimination. We also actively promote economic self-sufficiency by providing numerous services and programs, as detailed in section 12 of this plan.

We are working towards our goal of reducing and maintaining vacancies to less than 2 percent. Our resident participation has increased over the past year. Our Section 8 Voucher payment standards have been increased to Success Level (SR110), which increases opportunity under the Section 8 program.

The quality of life and economic vitality of our communities has improved due in large part to both the law enforcement activities, and educational activities provided. Since PHDEP funding has been eliminated, we anticipate a decline and possibly a reversal of this progress. Adopting a local preference for working families has also stimulated economic vitality.

Attachment B

Resident Membership on Governing Board

Name – Brenda Wilson

Method of Selection – Appointed by Mayor

Term of Appointment – Five Years

Attachment C

Membership of Resident Advisory Board

<u>Name</u>	<u>Apartment Complex</u>
Sabrina Bluth	Dossett Homes
Margaret White	Carver Homes &
Lydia Dodson	Whispering Oaks
Thomas Alford	Cedar Lane Village
Jane Gregory	Cedar Lane Village
Betty Laymance	Cedar Lane Village
Brenda Wilson	Cedar Lane Village
Roberta Ross	Whispering Oaks
Jean McCarver	Autumn Manor

Attachment D

Voluntary Conversion of Public Housing Developments Required Initial Assessment

HOUSING AUTHORITY OF: **TULLAHOMA, TENNESSEE – TN024**

As required by 24 CFR part 972 – Conversion of Public Housing to Tenant-Based Assistance, we have:

1. *Reviewed each development’s operation as public housing;*
2. *Considered the implications of converting the public housing to tenant-based assistance; and*
3. *Concluded that the conversion of the development may be:*
 - *Appropriate because removal of the development would meet the necessary conditions for voluntary conversion; or*
 - *Inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.*

Necessary conditions for voluntary conversion:
<ul style="list-style-type: none"> • Not be more expensive than continuing to operate the development (or portion of it) as public housing; • Principally benefit the residents of the public housing development to be converted and the community; and • Not adversely affect the availability of affordable housing in the community.

<i>DEVELOPMENT NUMBER</i>	<i>DEVELOPMENT NAME</i>	<i>DEVELOPMENT EXEMPTED?</i>	<i>EXEMPTION REASON</i>	<i>CONVERSION APPROPRIATE?</i>
<i>TN024 – 01</i>	<i>DOSSETT HOMES</i>	<i>NO</i>	<i>N/A</i>	<i>NO</i>
<i>TN024 – 02</i>	<i>CARVER HOMES</i>	<i>NO</i>	<i>N/A</i>	<i>NO</i>
<i>TN024 – 04</i>	<i>AUTUMN MANOR</i>	<i>YES</i>	<i>ELDERLY/DISABLED HIGH RISE</i>	<i>N/A</i>
<i>TN024 – 05</i>	<i>CEDAR LANE VILLAGE</i>	<i>NO</i>	<i>N/A</i>	<i>NO</i>
<i>TN024 – 06</i>	<i>WHISPERING OAKS</i>	<i>NO</i>	<i>N/A</i>	<i>NO</i>

***Voluntary Conversion of Public Housing Developments
Required Initial Assessment***

HOUSING AUTHORITY OF: TULLAHOMA, TENNESSEE – TN024

NARRATIVE

During August of 2001 we conducted our initial assessment of housing stock to determine if voluntary conversion to tenant-based assistance would be warranted in any of our developments. In conducting this assessment we looked at cost, ability to occupy the development, cost and workability of vouchers, and other factors.

Our examination of cost factors revealed that our average monthly subsidy expenditure in support of Public Housing was \$116.14. Our average monthly HAP expenditure in support of our Section 8 Voucher program was \$223.25. This makes a Section 8 Voucher in our area almost twice the cost of Public Housing.

We also examined the impact this action would have on the availability of affordable housing in our community, and the benefit to our residents and applicants for housing. This examination revealed that at the time of the assessment, there were 125 applicants on the Public Housing waiting list, and over 200 applicants waiting for a Section 8 Voucher. The main problems with Section 8 Vouchers in this area is finding landlords that are willing to deal with the regulatory restrictions of the Section 8 program, and also willing to keep their rent within authorized ranges.

In conclusion, our initial assessment resulted in the determination for all our developments, that conversion would be inappropriate. Removal of any of our Public Housing Developments would not meet the necessary conditions for voluntary conversion.

Attachment E

PET POLICY

FOR

TULLAHOMA HOUSING AUTHORITY

(JULY 1999)

All residents who have a pet must sign and abide by the following rules and policies relating to pet ownership on Tullahoma Housing Authority premises. Violation of any one or more of these rules and/or policies will result in revocation of the resident's permission to have a pet. Repeated violations will result in termination of your lease with the Tullahoma Housing Authority.

PET RULES:

1. Permitted pets are domesticated dogs, cats and birds.
2. Maximum number of pets per household: **ONE (1)**
3. Maximum adult size: DOG - 15" tall when full-grown
CAT - 10" tall when full-grown
4. Dogs and cats are to be licensed each year with the City and residents must show proof of yearly distemper and rabies boosters at initial registration and at the annual recertification. No vicious or intimidating animals will be tolerated.
5. Dogs and cats must remain in the resident's unit unless they are on a leash and directly controlled by an adult. Birds must be confined to a cage at all times.
6. Residents must provide a plastic lined litter box for cat waste. The litter box must be changed on a regular basis. Residents are responsible for properly disposing of cat waste.
7. Residents are responsible for promptly cleaning up pet droppings on Housing Authority property and properly disposing of said droppings.

8. Should the pet accidentally excrete in the apartment, hallway or on public area carpets, floors, etc., it shall be pet owner's immediate responsibility to remove the excretion and sanitize the area. Should the manager or any other employee for any reason be required to remove the excretion or sanitize the area, the pet owner shall be billed for services rendered. Residents shall take adequate precautions to eliminate any pet odors within or around their unit and maintain the unit in a sanitary condition at all times.
9. Residents shall not permit any disturbances by their pet which would interfere with the other residents peaceful enjoyment of their apartments, whether by loud barking, howling, biting, scratching, chirping or other such activities.
10. Under no circumstances shall pets be left unattended for twenty-four hours or more. If this does happen, the Housing Authority has the right to remove the pet and transfer it to the proper authorities. The Housing Authority accepts no responsibility for the pet under such circumstances.
11. Residents shall not alter their unit, yard, patio or balcony to create an enclosure for any animal.
12. Residents are responsible for all damages, including cost of fumigation caused by their pets.
13. Management may require more frequent housekeeping inspections for residents with pets than for residents without pets.
14. Pets must be housebroken and/or litter trained.
15. No animal of any kind shall be raised, bred or kept in any unit for any commercial purpose.
16. Pets must be on a leash when they are in common areas of the buildings.
17. Cat litter and animal droppings may not be put down the trash chute, but must be disposed of outside in designated containers. (Autumn Manor residents).
18. Residents with pets must provide the Housing Authority office with the name of the pet's veterinarian and an alternate care person to contact in case the resident becomes sick or becomes unable to take care of the animal.
19. If the pet should die, the resident must dispose of the remains according to local health regulations.
20. If, at any time, the pet's condition poses an emergency safety or health hazard, the Housing Authority will have the pet removed at the pet owner's expense.
21. The resident shall be solely responsible for any and all damages or losses occasioned to any person or property by the pet. The resident agrees to hold

Attachment F

**COMMUNITY SERVICE
POLICY**

For

Tulahoma Housing Authority

August 2000

Table of Contents

Introduction

Section One - Qualifying Activities

- A. Community Service Activities
- B. Self Sufficiency Activities
- C. Verification Procedures

Section Two - Exemptions

- A. Exemption Criteria
- B. Verification Procedures

Section Three - Non-Compliance

- A. Actions Taken by Housing Authority
- B. Options Available to Resident

Section Four - Documentation

- A. Resident Notification Letter
- B. Exemption Request Form
- C. Master Time Sheet
- D. Individual Time Sheet

Introduction

Community Service is defined as the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community Service is not employment and may not include political activities. Additionally, residents may not perform activities that relate to work which is ordinarily performed by Tullahoma Housing Authority employees in order to satisfy this requirement.

The Quality Housing and Work Responsibility Act of 1998 requires that nonexempt residents of public housing perform community service. HUD states that the provision is not intended to be perceived as punitive, but rather considered as rewarding activity that will assist residents in improving their own and their neighbors' economic and social well-being and give residents a greater stake in their communities.

Effective October 01, 2000, in order to be eligible for continued occupancy in public housing, each adult family member must either contribute eight hours per month of community service, or participate in an economic self-sufficiency program. A combination of community service and a self-sufficiency program will suffice to meet this eight hour requirement. The only exception will be those who meet the exemption requirements which are defined in the body of this policy.

Section One

Qualifying Activities

The following list contains community service and self-sufficiency locations and activities that meet the requirements of this policy. This list is not meant to be all inclusive and other programs may be added, as they are identified. If not included on this list, residents must contact the THA office to ensure their activity complies with this policy. Qualifying activities are as follows:

- (1) Resident Organizations
- (2) Neighborhood Patrols
- (3) Participation in Adult Education Programs
- (4) Summer Food Program (THA or City of Tullahoma)
- (5) Youth Activities (sponsored through the THA community centers)
- (6) Youth Activities (sponsored through the City of Tullahoma)
- (7) Participation in any approved job training program (JTPA or other State Program)
- (8) Correction Academy
- (9) Good Samaritan
- (10) Haven of Hope
- (11) Attic Outlet
- (12) Shepherds House
- (13) Senior Citizen Center (meals on wheels)
- (14) Adult Learning Center
- (15) Participation in Community Action Councils or Committees (Drug Task Force)
- (16) Participation in AA or other substance abuse programs

Residents will be required to bring in verification of eight hours completed for each month in which they do not qualify for an exemption. The administrator of the program in which the service is being performed must sign this verification of hours worked. The Housing Authority will maintain a time sheet on each Resident that is required to do community service, and will track the hours completed. Residents may complete more than eight hours in one month toward the total of 96 hours per year, therefore completing the requirement earlier than the twelve months allowed. THA will review family compliance on a continuous basis, and will verify such compliance annually, at least thirty days before the end of the twelve month lease term

Any non-exempt Resident who does not complete the required hours in a calendar year, will not be eligible for continued assistance from the Housing Authority, and their lease may be terminated. Residents who have completed their required hours shall have their lease automatically renewed, unless terminated for other good cause. Requirements for exemption are contained in Section Two of this policy.

Section Two

Exemptions

In order to qualify for an exemption from the Community Service requirement, each adult family member must complete an exemption request, along with proper verification, and return this request to the THA office. THA will approve or deny the request for exemption within 30 days from receipt of a request that includes the required documentation. A family member may request exempt status at any time. All new residents are exempt for the partial month when they first move in, after which an exemption must be requested if one is desired.

Exempt individuals are those who meet one or more of the following criteria, and can provide verification:

- (1) Is 62 years of age or older;

Verification: Birth Certificate

- (2) Is a blind or disabled individual, as defined under the Social Security Act, and who certifies that because of this disability he or she is unable to comply with the community service requirements;

Verification: Social Security or SSI award letter

- (3) Can provide documentation from a licensed physician that they have a disabling condition, which would prevent them from completing the community service requirement, specifying the expected length of the disabling condition;

Verification: Letter from physician

- (4) Is a family member who is the primary caregiver for someone who is blind or disabled as set forth above;

Verification: Award letter of affected member

- (5) Is a family member who is employed, either full or part-time;

Verification: Check Stubs or Income Verification Form

- (6) Is a full-time student; (in high school or college with 12 credit hours or more)

Verification: Enrollment Form

- (7) Is a family member who is exempt from work activity under Part A of Title IV of the Social Security Act or under any other State welfare program;

Verification: Letter or Notice from DHS

- (8) Is a family member receiving assistance, benefits or services under a State program funded under Part A of Title IV of the Social Security Act or under any other State welfare program, and who is in compliance with that program;

Verification: Families First PRP or benefit letter

- (9) Is a single parent of under school age children, or a parent of under school age children, where the other adult member qualifies for an exemption from the community service requirement.

Verification: Children's birth certificates

Section Three

Non-Compliance

THA 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. If THA determines that there is a family member who is required to fulfill the service requirement, but who has violated this family obligation, the resident will be considered to be in non-compliance, and notified of this determination in writing. This notification will contain the following:

- A. A brief description of the non-compliance;
- B. Notification that THA will not renew the lease at the end of the twelve month lease term unless;
 - 1. The resident, and any other non-compliant family member enter into a written agreement with THA in order to cure such non-compliance. Non-compliance must be cured in accordance with such agreement by participating in an economic self-sufficiency program for or contributing to community service as many additional hours as the resident needs to comply in the aggregate with such requirement and make themselves current with program requirements; or
 - 2. The family provides written assurance satisfactory to the THA that the resident or other non-compliant family member no longer resides in the unit.
- A. Notification that the resident may request a grievance hearing on the THA determination in accordance with THA grievance procedures. Additionally, that the resident may exercise any available judicial remedy to seek timely redress for THA's non-renewal of the lease because of such determination.

Section Four

Documentation

On the following pages are the forms used to document participation in Community Service and/or economic self-sufficiency activities. These forms include 1.) A Resident notification letter; 2.) An exemption request form; 3.) A Master time sheet; and 4.) An individual time sheet.

COMMUNITY SERVICE WORK REQUIREMENT **NOTIFICATION LETTER**

The Quality Housing and Work Responsibility Act of 1998 requires that nonexempt residents of public housing perform community service. In order to be eligible for continued occupancy, each adult family member must contribute eight hours of community service per month or participate in an economic self-sufficiency program, or a combination of the two for eight hours per month, unless they are exempt from the requirement.

Eligible activities for completion of your Community Service Requirement will include eight hours per month contributed to any of the following activities or organizations:

- (1) Resident Organizations
- (2) Neighborhood Patrols
- (3) Participation in Adult Education Programs
- (4) Summer Food Program (THA or City of Tullahoma)
- (5) Youth Activities (sponsored through the THA community centers)
- (6) Youth Activities (sponsored through the City of Tullahoma)
- (7) Participation in any approved job training program (JTPA or other State Program)
- (8) Correction Academy
- (9) Good Samaritan
- (10) Haven of Hope
- (11) Attic Outlet
- (12) Shepherds House
- (13) Senior Citizen Center (meals on wheels)
- (14) Adult Learning Center
- (15) Participation in Community Action Councils or Committees (Drug Task Force)
- (16) Participation in AA or other substance abuse programs

If you are participating in a program that is not listed, contact the Housing Authority office with the name of the program in which you are participating. This list is not meant to be all inclusive and other programs may be added, as we become aware of them.

You will be required to bring in verification of hours completed each month. The administrator of the program in which you are participating must sign your verification of hours worked. The Housing Authority will maintain a time sheet on each Resident that is required to do community service, and will track the hours completed. You may complete more than eight hours in one month toward your total of 96 hours per year, therefore completing your requirement earlier than the twelve months allowed. You must only have eight hours for each month in which you do not qualify for an exemption. Exemption request forms are available at the Housing Authority business office.

Anyone who does not complete the required hours in a calendar year, will not be eligible for continued assistance from the Housing Authority, and their lease may be terminated. Residents who have completed their required hours shall have their lease automatically renewed, unless terminated for other good cause.

Sincerely,

COMMUNITY SERVICE EXEMPTION REQUEST

All adult (over 18) members of resident families are required to perform eight hours of community service each month, unless they qualify for exempt status with the Housing Authority. To qualify for an exemption, each adult family member must complete and return an exemption request, along with proper documentation, to verify that they are exempt from the community service requirement.

Exempt individuals are those who meet one or more of the following criteria. An adult who:

(1) Is 62 years of age or older;

Verification: Birth Certificate

(2) Is a blind or disabled individual, as defined under the Social Security Act, and who certifies that because of this disability he or she is unable to comply with the community service requirements;

Verification: Social Security or SSI award letter

(3) Can provide documentation from a licensed physician that they have a disabling condition, which would prevent them from completing the community service requirement, specifying the expected length of the disabling condition;

Verification: Letter from physician

(4) Is a family member who is the primary caregiver for someone who is blind or disabled as set forth above;

Verification: Award letter of affected member

(5) Is a family member who is employed, either full or part-time;

Verification: Check Stubs or Income Verification Form

(6) Is a full-time student; (in high school or college with 12 credit hours or more)

Verification: Enrollment Form

(7) Is a family member who is exempt from work activity under Part A of Title IV of the Social Security Act or under any other State welfare program;

Verification: Letter or Notice from DHS

(8) Is a family member receiving assistance, benefits or services under a State program funded under Part A of Title IV of the Social Security Act or under any other State welfare program, and who is in compliance with that program;

Verification: Families First PRP or benefit letter

(9) Is a single parent of under school age children, or a parent of under school age children, where the other adult member qualifies for an exemption from the community service requirement.

Verification: Children's birth certificates

In order to qualify for the exemption, you must turn in verification of your exemption with your request form. All new residents are exempt for the partial month when they first move in, after which an exemption must be requested if one is desired. If an exemption is not requested, it will be assumed that you do not desire one and you will be required to perform the required community service hours. Please fill in required information below.

I do hereby request an exemption from performing my eight hours of community service each month, because I qualify for one of the exemptions listed above.

NAME

ADDRESS

DATE

Individual time sheets are placed in tenant files once annual hours are completed.

COMMUNITY SERVICE
INDIVIDUAL TIME SHEET

NAME _____ MOVE-IN DATE _____

ADDRESS _____ START MONTH _____

MONTH	HOURS REQ	HOURS COMP	ORGANIZATION	LOCATION	VERIFIED
JANUARY					
FEBRUARY					
MARCH					
APRIL					
MAY					
JUNE					
JULY					
AUGUST					
SEPTEMBER					
OCTOBER					
NOVEMBER					
DECEMBER					
TOTAL					

Attachment G

Follow-up Plan for Resident Survey

Communication

We have made changes in several areas in order to address this issue. We have expanded our Resident newsletter, and distribute copies at the main office during rent week as well as distributing copies door-to-door to those residents who are housebound or pay by mail. We have implemented a “Welcome to THA” program for all new residents that incorporates a gift bag with pertinent information regarding services offered. Flyers for all Resident Services events are distributed door-to-door before the event. We have increased the community presence of staff members, especially Resident Services personnel so that all our residents are aware of the many services and activities THA makes available. We have recently added two VISTA Community Cares members to the Resident Services Department to help in these efforts.

Neighborhood Appearance

The majority of negative feedback on this survey section came from residents of TN024-001 and TN024-002. Both of these developments were undergoing a complete parking lot, curb and sidewalk removal and replacement project at the time the survey was administered. Admittedly this has been inconvenient for our residents, but the results have been worth it. This project has now been completed. THA is proud of its neighborhoods, and has an ongoing program of neighborhood improvements and clean-up. In addition to residents efforts to keep the units clear of trash as required in the lease, the THA provides maintenance staff to pick up trash on a daily basis. THA continues to plant grass, trees and flowers during the spring and summer seasons. In addition, trees and shrubs are regularly trimmed. THA works closely with the resident council and resident organizations in an effort to make necessary aesthetic improvements. We all want our developments to be clean and attractive.

Safety

The Resident Services Department of Tullahoma Housing Authority has contacted John Riley, Director of Emergency Management for the City of Tullahoma to develop a comprehensive risk management plan with an emphasis on fire safety and drug awareness. Additionally, Tullahoma Housing Authority pays the salary of one full-time Tullahoma Police Officer who is under the operational control of the Housing

Authority and works full time on crime and safety issues within Housing Authority properties. Our Community Cares members are required to conduct a safety check in each unit when they do a resident's pre-assessment. They check for frayed carpet or loose area rugs, make sure there is nothing around heaters and check for fall hazards within the apartment. They also distribute THA's Fire Evacuation Plan to each resident. They will update data for the fire department on residents who are wheelchair bound, need assistance, have oxygen in use or are hearing impaired. Community Cares members are also required to distribute disaster kits (flashlights, batteries, non-perishable food items) to residents they are servicing. In our summer youth program we will implement fire safety classes for the children and are planning to recruit police officers to speak to the children on relevant issues.