

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

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# Housing Authority of the City of Bessemer PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Fiscal Year 2007

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

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the City of Bessemer Housing Authority

**PHA Number:** AL125

**PHA Fiscal Year Beginning: (07/2007)**

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

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

**A. Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: To provide drug-free, decent, safe, and sanitary housing for eligible families; to provide opportunities for and promote self-sufficiency and economic independence for residents.

**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: 72)
  - Improve voucher management: (SEMAP score: 72)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions:
    1. Vacant Unit Turnaround

2. Public Housing Lease-up/ Occupancy

- 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)**

**To provide training for staff to insure fair and equitable treatment of residents, applicants, and the community.**

**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 Housing Authority of the City of Bessemer has included information concerning the operation of a conventional public housing, section 8 housing choice voucher, and section 8 moderate rehabilitation program in the following plan. Major renovation efforts through the capital fund will be continued as well as efforts to enhance resident security.**

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

**Required Attachments:**

- Admissions Policy for Deconcentration (AL125f01)
- Capital Fund Program Annual Statements (AL125b01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- PHA Management Organizational Chart (AL125c01)
- FY 2005 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)
  - a. Voluntary Conversion Initial Assessments (AL125d01)
  - b. Definition of Substantial Deviation and Significant Amendment or Modification (AL125a01)

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans	5 Year and Annual Plans

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Services Programs
	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)	
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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ability</b>	<b>Size</b>	<b>Loca--tion</b>
Income <= 30% of AMI	1,112	5	2	3	2	2	1
Income >30% but <=50% of AMI	421	5	2	3	2	3	2
Income >50% but <80% of AMI	110	3	2	4	3	3	3
Elderly	320	5	3	3	4	2	2
Families with Disabilities	N/A						
Race/Ethnicity W	330	3	3	3	2	3	3
Race/Ethnicity B	1,421	5	3	2	3	2	1
Race/Ethnicity H	N/A						
Race/Ethnicity O	N/A						

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: 2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data

- Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	433		134
Extremely low income <=30% AMI	108	29.51%	
Very low income (>30% but <=50% AMI)	244	66.67%	
Low income (>50% but <80% AMI)	14	3.83%	
Families with children	294	67.90%	
Elderly families	11	2.54%	
Families with Disabilities	67	15.47%	
Race/ethnicity W	41	9.47%	
Race/ethnicity B	392	90.53%	
Race/ethnicity O	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
0BR	9	2.08%	0
1 BR	130	30.02%	36

<b>Housing Needs of Families on the Waiting List</b>			
2 BR	158	36.49%	57
3 BR	92	21.25%	30
4 BR	38	8.78%	6
5 BR	6	1.39%	4
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			

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	716		20
Extremely low income <=30% AMI	546	82.85%	
Very low income (>30% but <=50% AMI)	95	14.42%	
Low income (>50% but <80% AMI)	18	2.73%	
Families with children	634	88.55%	
Elderly families	3	.42%	
Families with Disabilities	107	14.94%	
Race/ethnicity B	702	98.04%	
Race/ethnicity W	12	1.68%	
Race/ethnicity O	2	.28%	

<b>Housing Needs of Families on the Waiting List</b>			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)?5 Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one) <input type="checkbox"/> Section 8 project-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			
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Families with children			
Elderly families			
Race/ethnicity B			

<b>Housing Needs of Families on the Waiting List</b>			
Race/ethnicity W			
Race/ethnicity O			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input 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			

**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)  
Public Housing designated for elderly

**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)  
Completed modifications needed in public housing based on Section 504 Needs Assessment for Public Housing

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 grants)</b>		
a) Public Housing Operating Fund	\$ 3,510,188	
b) Public Housing Capital Fund	\$ 2,223,971	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 1,102,190	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
HCV Family Self-Sufficiency Program Coordinator Grant	\$ 36,964	FSS Program Coordination
<b>3. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Public Housing Capitol Fund FY06	\$ 2,193,044	Public Housing Modernization
<b>3. Public Housing Dwelling Rental Income</b>	\$ 720,000	Public Housing Operations
<b>4. Other income (list below)</b>		
Interest	\$ 60,000	Public Housing Operations
Misc. – Pest Control, Late Fees, Maintenance Charges	\$ 50,000	Public Housing Operations
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$ 9,896,357</b>	

### **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: (60 days)
  - Other: (At the time of application & immediately prior to extending an offer of unit if on the waiting list 90 days or more)
- 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 (Credit)
- 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)

Mandates by the local HUD Office

c. Preferences

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

High rent burden

Other preferences (select all that apply)

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

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)  
At an interim reexamination of family income

**(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:

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- 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 (if requested by prospective landlords)
  - Other (describe below)  
Rental history if requested by prospective landlords.

### (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)  
Application sight is designated when waiting list is opened.

**(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:

1. A 30-day extension is granted automatically at expiration.
2. Proof of medical reasons prohibiting search.
3. Contract can't be processed for reasons beyond voucher holder's control.

**(4) Admissions Preferences**

- a. Income targeting

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

- b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)
- Not applicable**

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

- Through published notices
- Other (list below)
- Not applicable**

### **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 flat rent, or minimum rent (less utility allowance). (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:

Minimum Rent Hardship Exemptions:

- A. The HA shall immediately grant an exemption from application of the minimum monthly rent to any family making a proper request in writing who is unable to pay because of financial hardship, which shall include:
- (1) The family has lost eligibility for, or is awaiting an eligibility determination from a federal, state, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the immigration and nationalization act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.
  - (2) The income of the family has decreased because of changed circumstance, including loss of employment.
  - (3) A death in the family has occurred which affects the family circumstances.
  - (4) Other circumstances which may be decided by the HA on a case by case basis.

All of the above must be proven by the Resident providing verifiable information in writing to the HA prior to the rent becoming delinquent and before the lease is terminated by the HA.

- B. If a resident requests a hardship exemption (**prior to the rent being delinquent**) under this section, and the HA reasonably determines the hardship to be of a temporary nature, exemption shall not be granted during a ninety day period beginning upon the making of the request for the exemption. A resident may not be evicted during the ninety day period for non-payment of rent. In such a case, if the resident thereafter demonstrates that the financial hardship is of a long term basis, the HA shall retroactively exempt the resident from the applicability of the minimum rent requirement for such ninety day period. This Paragraph does not prohibit the HA from taking eviction action for other violations of the lease.

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:  
Ceiling Rents (See 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)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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

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

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

**(2) Flat Rents**

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

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

## 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)
- Published FMR
- Annual Budget

**(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)

1. The family has lost eligibility for, or is awaiting an eligibility determination from federal, state, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the immigration and nationalization act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.
2. The income of the family has decreased because of changed circumstances, including loss of employment.
3. A death in the family has occurred which affects the family circumstances.
4. Other circumstances which may be decided by the HA on a case by case basis.

**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:

### 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	1346	134
Section 8 Vouchers	408	151
Section 8 Certificates	N/A	
Section 8 Mod Rehab	11	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	N/A	

### 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)
  - a. Admissions & Continued Occupancy Policy
  - b. Welcome/Move-in Booklet
  - c. Tenant Lease
  
- (2) Section 8 Management: (list below)
  - a. Section 8 Administrative Plan
  - b. Voucher Briefing Packet

## **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 AL125b01

-or-

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

**(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

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

-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)

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

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
AL125-001	Braswell Homes	14	8.14%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Install Gutters Front Porch Area			\$17,200	2006
Replace PVC Plumbing w/Copper Washer Box Plumbing			\$137,600	2007
Install Living Room Lighting			\$12,900	2007
Replace Security Screen Door Locks			\$43,000	2008
Replace Interior Wiring			\$2,580	2006
Replace Roof Vent Boots & Remove Unused Vents			\$60,200	2008
Paint Range Hood Exhaust Roof Vents			\$17,200	2009
Replace Outside Water Cut-Off Valves/Install Individual Check Meters			\$8,600	2009
Replace Perimeter Fencing/Install Sign			\$86,000	2009
<b>Total estimated cost over next 5 years</b>			<b>\$347,800</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
AL125-002a	Kate Waller Homes	6	4.41%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Strip & Sheetrock Ceilings			\$68,000	2006
Resurface Plaster Kitchen Walls			\$108,800	2006
Replace Kitchen Cabinets			\$134,640	2006
Replace Floor Tile			\$83,900	2006
Replace Front & Back Exterior Light Fixtures			\$27,200	2006
Install Gutters Front Porch Area			\$13,600	2006
Replace PVC Plumbing w/Copper			\$108,800	2007
Install Fire Suppressant Range Hoods			\$47,600	2006
Replace Refrigerators			\$52,360	2006
Washer Box Plumbing			\$10,200	2007
Install Living Room Lighting			\$34,000	2008
Replace Security Screen Door Locks			\$2,040	2008
Replace Outside Water Cut-Off Valves/Install Individual Check Meters			\$68,000	2009
Replace Interior Wiring			\$47,600	2008
Replace Roof Vent Boots & Remove Unused Vents			\$13,600	2009
Paint Range Hood Exhaust Roof Vents			\$6,800	2009
<b>Total estimated cost over next 5 years</b>			<b>\$ 827,140</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
AL125-002b	Sunset Homes	19	15.32%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Install Gutters Front Porch Area			\$12,400	2006
Replace PVC Plumbing w/Copper Washer Box Plumbing			\$99,200	2007
Install Living Room Lighting			\$9,300	2007
Replace Security Screen Door Locks			\$31,000	2008
Replace Outside Water Cut-Off Valves/Install Individual Check Meters			\$1,860	2006
Replace Roof Vent Boots & Remove Unused Vents			\$62,000	2009
Paint Range Hood Exhaust Roof Vents			\$12,400	2009
Total estimated cost over next 5 years			\$6,200	2009
			<b>\$234,360</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
AL125-002c	Davis Heights Homes	11	8.33%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Strip & Sheetrock Ceilings			\$66,000	2006
Resurface Plaster Kitchen Walls			\$105,600	2006
Replace Kitchen Cabinets			\$130,680	2006
Replace Floor Tile			\$81,444	2006
Replace Front & Back Exterior Light Fixtures			\$26,400	2006
Install Gutters Front Porch Area			\$13,200	2006
Replace PVC Plumbing w/Copper			\$105,600	2009
Install Fire Suppressant Range Hoods			\$46,200	2006
Replace Stove & Refrigerators			\$85,800	2006
Washer Box Plumbing			\$9,900	2009
Install Living Room Lighting			\$33,000	2008
Replace Security Screen Door Locks			\$1,980	2008
Repair/Replace Aluminum Soffit/Facia			\$98,340	2008
Replace Interior Wiring			\$46,200	2008
Repalce Roof Vent Boots & Remove Unused Vents			\$13,200	2010
Replace Outside Water Cut-Off Valves/Install Individual Check Meters			\$66,000	2010
Paint Range Hood Ehaust Roof Vents			\$6,600	2010
Total estimated cost over next 5 years			\$ 936,144	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
AL125-003	Southside Homes	88	22%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Install Fire Suppressant Range Hoods			\$140,000	2007
Replace Stoves			\$120,000	2007
Replace Kitchen Cabinets (200 Units)			\$198,000	2007
Washer Box Plumbing			\$30,000	2007
Install Living Room Lighting			\$100,000	2008
Replace Security Screen Door Locks			\$6,000	2006
Replace Front & Back Exterior Lights			\$55,200	2006
Install Pipe/Cover Ditch			\$129,285	2007
Replace Sliding Closet Doors (86 Elderly Units)			\$43,000	2007
Replace Roof Vent Boots & Remove Unused Vents			\$40,000	2010
<b>Total estimated cost over next 5 years</b>			<b>\$871,485</b>	

<b>Optional 5-Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
AL125-005	Hillside Homes	123	61.50%	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Demolish Units (Approx. 108 Units)			\$540,000	2007
Replace Kitchen Cabinets			\$198,000	2006
Replace Floor Tile			\$123,400	2006
Install Fire Suppressant Range Hoods			\$70,000	2006
Replace Stove & Refrigerators			\$130,000	2006
Washer Box Plumbing			\$15,000	2007
Install Living Room Lighting			\$50,000	2008
Replace Security Screen Door Locks			\$5,760	2008
Repair/Replace Aluminum Soffit/Facia			\$49,000	2008
Enclose/Replace closet doors & utility closet doors			\$103,450	2008
Replace Roof Vent Boots & Remove Unused Vents			\$10,000	2010
Reconstruct Short Front Porches (Approx. 76 Units)			\$32,500	2007
Replace Back Porches & Fill Backyards (30 Units)			\$26,800	2007
<b>Total estimated cost over next 5 years</b>			<b>\$1,353,910</b>	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL125-006	Thompson Manor Homes	6	10.71%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Sidewalk Repair/Replace			\$10,461	2006
Replace Kitchen Cabinets			\$55,440	2007
Install Fire Suppressant Range Hoods			\$ 19,600	2007
Washer Box Plumbing			\$ 4,200	2007
Replace Privacy Fencing			\$16,000	2009
Replace Front & Back Exterior Light Fixtures			\$10,000	2007
Replace Commodes & Lavatories/Replace Shut-off Valves			\$36,400	2007
Replace Water Heaters & Mixing Valves/Install Intake Exhaust Vent			\$42,000	2009
Replace Roof Vent Boots & Remove Unused Vents			\$2,800	2010
Replace Kitchen Light Fixtures			\$5,600	2008
Remodel/Refurbish Community Center			\$45,000	2008
Total estimated cost over next 5 years			\$ 243,481	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL125-012	J I Cobb Gardens	8	13.33%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Roofs			\$270,000	2008
Replace A/C Condensing Units			\$180,000	2008
Replace Vanity Tops, Lavatories, & Commodes			\$60,000	2009
Landscaping w/Trees			\$8,500	2009
Total estimated cost over next 5 years			\$518,500	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL125-013	Asbury Howard	3	4.55%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Roofs			\$205,000	2009
Replace Siding			\$410,000	2008
Replace A/C Condensing Units			\$198,000	2008
Replace Water Heaters w/Drain Pan Plumbed To Outside			\$49,500	2010
Landscaping w/Trees			\$8,500	2009
Total estimated cost over next 5 years			\$871,000	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL125	Agency Wide	N/A	N/A	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Operations			\$1,282,310	2007
Management Improvements				
Security Lighting			\$300,000	2007
Computer Upgrades			\$200,000	2007
Administration			\$700,000	2007
Total estimated cost over next 5 years			\$2,482,310	

## 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.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Hillside Homes
1b. Development (project) number: AL125-005
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (04/30/2007)
5. Number of units affected: 108
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 09/01/2007 b. Projected end date of activity: 01/31/2008

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Thompson Manor 1b. Development (project) number: AL125-006
2. Designation type: Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (1995)
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: 56
7. Coverage of action (select one) <input type="checkbox"/> Part of the development

Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name: Southside Homes	
1b. Development (project) number: AL125-003	
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 checked="" type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input checked="" type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (1995)	
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?	
7. Number of units affected: 86	
7. Coverage of action (select one)	
<input checked="" 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?

- Assessment underway
- Assessment results submitted to HUD
- Assessment results approved by HUD (if marked, proceed to next question)
- Other (explain below)

3.  Yes  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)

- Conversion Plan in development
- Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- Conversion Plan approved by HUD on: (DD/MM/YYYY)
- Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

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

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
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 (1)]

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

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

#### 1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 10/29/1997

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

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

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or

		selection/specific criteria/other)		both)

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2006 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	23 (As of 02/14/2007)
Section 8	23	34 (As of 02/14/2007)

- 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. Community Service Policy**

### **A. Each non-exempt adult public housing resident must:**

1. Contribute eight hours of community service;
2. Participate in a self-sufficiency program for eight hours in each month; or
3. Perform eight hours per month of combined activities as described in items 1 & 2.

Community service is 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 does not include political activities.

For purposes of the community service requirement an adult is a person 18 years or older.

### **B. Exempt: An adult who:**

1. Is 62 years of age or older
2. Qualifies with disabilities that prevent the individual's compliance. The individual must provide appropriate documentation to support the qualifying disability, which may include self-certification. In addition, any person who is the primary caretaker of such individual is exempt.
3. Is engaged in work activities as defined in section 407(d) of the Social Security Act.
4. Is participating at least eight hours a month in a welfare-to-work program.
5. Is a member of a family receiving assistance from and in compliance with a State program funded under Part A, Title IV of the Social Security Act.
6. Currently working at least 20 hours per week.
7. A full time student enrolled in a public or private high school or a student taking 12 college credit hours per quarter or semester.

### **C. Proof of Compliance:**

Each head of household must present to the HA office documentation that he/she and all other persons eighteen years of age or older living in the household, who are not exempt, have complied with this section.

Documentation may include a letter from the agency on letterhead or other official document. Any such documentation shall be verifiable by the HA. Failure to comply with the Community Service Requirement and to provide appropriate verifiable documentation prior to the date required shall result in the lease not being renewed by the HA. Provided, however, that the HA may allow the family member who is not in compliance to complete the requirements within the following year as follows: The head of household and the person not in compliance shall sign an agreement stating that the deficiency will be cured within the next twelve months. The head of household annually

at re-certification shall make proof of compliance with the agreement. Failure to comply with the agreement shall result in the lease being terminated for such non-compliance, unless the person(s) other than the head of household no longer resides in the unit and has been removed from the lease.

FAILURE TO COMPLY WITH THE COMMUNITY SERVICE REQUIREMENT AND TO PROVIDE APPROPRIATE VERIFIABLE DOCUMENTATION PRIOR TO THE DATE REQUIRED SHALL RESULT IN THE LEASE NOT BEING RENEWED BY THE HA.

D. Changes in Exempt or Non-Exempt Status will be handled during an interim or annual re-certification.

E. Eligible activities:

1. Community Service:

- Work at a local public or non-profit institution, including but not limited to: school, Head start, other before or after school program, child care center, hospital, clinic, hospice, nursing home, recreation center, senior center, adult day care program, homeless shelter, feeding program, food bank (distributing either donated or commodity foods), or clothes closet (distributing donated clothing), etc.;
- Work with a non-profit organization that serves HA residents or their children, including but not limited to: Boy Scouts, Girl Scouts, Boys or Girls Club, 4-H Club, PAL, other children's recreation, mentoring, or education programs, Big Brothers or Big Sisters, Garden Center, Community clean-up programs, Beautification programs, etc.;
- Work with any program funded under the Older Americans Act, including but not limited to: Green Thumb, Service Corps of Retired Executives, Senior meals programs, Senior Center, Meals on Wheels, etc.;
- Work with any other public or non-profit youth or senior organizations;
- Work as an officer of a development or citywide resident organization;
- Work as a member of the Resident Advisory Committee;
- Helping neighborhood groups with special projects;
- Working through a resident organization to help other residents with problems, serving as an officer in a Resident Organization, serving on the Resident Advisory Board; and
- Caring for the children of other residents so they may volunteer.

2. Eligible Self-sufficiency Activities - Eligible self-sufficiency activities in which residents may engage include, but are not limited to:
  - Job readiness programs;
  - Job training programs;
  - Skills training programs;
  - Higher education (Junior college or college);
  - GED classes;
  - Apprenticeships (formal or informal);
  - Substance abuse or mental health counseling;
  - English proficiency or literacy (reading) classes;
  - English as a second language classes;
  - Budgeting and credit counseling; and
  - Carrying out any activity required by the Department of Public Assistance as part of welfare reform.
  - Training classes sponsored by the HA.

### **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 use 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)
  1. HUD Review

3. Which developments are most affected? (list below)
- Hillside Homes AL125-005
  - Sunset Homes AL125-002b

**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)
- Hillside Homes AL125-005
  - Sunset Homes AL125-002b

**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)
- Hillside Homes AL125-005
  - Sunset Homes AL125-002b

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

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 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)]

**Bessemer Housing Authority (HA)**

Dwelling Lease Addendum

**PET POLICY**

*This addendum is being executed in accordance of Section XVI of the Dwelling Lease to govern Pet Ownership in Public Housing. As applicable, Section 526 of the Quality Housing and Work Responsibility Act of 1998 (Public Law 105-276, 112 Stat. 2451, 2568 (the Public Housing Reform Act of 1998) added new section 31 (captioned "Pet Ownership in Public Housing") to the United States Housing Act of 1937. Section 31 establishes pet ownership requirements for tenants of public housing other than federally assisted rental housing for the elderly or persons with disabilities. Section 227 of the Housing-Rural Recovery Act of 1983 (12 U.S.C. 1701r-1) (the 1983 Act) covers pet ownership requirements for the elderly or persons with disabilities. This rule does not alter or affect these regulations in any way, nor would the regulation in Section 227 of the 1983 Act apply in any way to Section 31 of the 1937 Act. Section 31 of the 1937 Act is being implemented by adding a new subpart G to 24 CFR Part 960. The following policies must be complied with for pet ownership in the HA:*

**Section I. Pet Policy**

- A. Pet ownership: A tenant may own one or more common household pets or have one or more common household pets present in the dwelling unit of such tenant, subject to the following conditions:
  - 1. Each Head of Household may own up to two pets. If one of the pets is a dog or cat, (or other four-legged animal), the second pet must be contained in a cage or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.
  - 2. If the pet is a dog or cat, it must be neutered/spayed at six (6) months, and cats must be de-clawed three (3) months. The evidence can be provided by a statement/bill from veterinarian and/or staff of the humane society. The evidence must be provide prior to the execution of this agreement and/or within 10 days of the pet becoming of age to be neutered/spayed or

de-clawed. Tenant must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Tenant shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown) and 20 pounds (fully grown) if the pet is a dog. All other four-legged animals are limited to 10 pounds (fully grown).

3. If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.
4. If the pet is a fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and non-hazardous manner.
5. If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, as applicable. Evidence of inoculations can be provided by a statement/bill from veterinarian or staff of the humane society and must be provided before the executive of this agreement.
6. All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside it must be taken outside on a leash and kept off other Tenant's lawns. Also, all pets must wear collars with identification at all times. Pets without a collar will be picked-up immediately and transported to the Humane Society. All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not under the control of an adult. Pets which are unleashed, or leashed and unattended, on HA property will be impounded and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet and at the expense of the Tenant. Also, if a member of the HA staff has to take a pet to the Humane Society the Tenant will be charged \$50 to cover the expense of taking the pet(s) to the Humane Society.
7. Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is reported to HA staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, HA staff may enter the unit and remove the pet and transfer the pet to the humane society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Tenant. In the case of an emergency, the HA will work with the resident to allow more that 24 hours for the resident to make accommodations for the pet.
8. Pet(s), as applicable, must be weighed by a veterinarian or staff of the

humane society. A statement containing the weight of the pet must be provided to the HA prior to the execution of this agreement.

**Note:**

**Any pet that is not fully-grown will be weighed every six months. Also, any pet that exceeds the weight limit at any time during occupancy will not be an eligible pet and must be removed from HA property.**

- B. Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of to avoid any unpleasant and unsanitary odor from being in the unit.
- C. Prohibited Animals: Animals that are considered vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, rottweiler, doberman pinscher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by a HA representative prior to the execution of this lease addendum.
- D. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other tenants. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. This includes any pets that make noise continuously and/or incessantly for a period of 10 minutes or intermittently for ½ hour or more to the disturbance of any person at any time of the day or night. The Housing Manager will terminate this authorization, if a pet disturbs other tenants under this section of the lease addendum. The Tenant will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.
- E. If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem in the area of cleanliness and sanitation, the Housing Manager will notify the tenant, in writing, that the animal must be removed from the Public Housing Development, within 10 day of the date of the notice from the HA. If the pet may be a danger or threat to the safety and security of other persons to 10 day notice will be changed to upon receipt of the notice from the HA. The Tenant may request a hearing, which will be handled according to the HA's established grievance procedure. The pet may remain with the tenant during the hearing process unless the HA has determined that the pet may be a danger or threat to the safety and security of other persons. If this determination is made by the HA, the pet must be immediately removed from the unit upon receipt of the notice from the HA.
- F. The Tenant is solely responsible for cleaning up the waste of the pet within the dwelling and on the grounds of the public housing development. If the pet is taken outside it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage. If the HA staff is required to clean any waste left by a pet, the Tenant will be charged \$25 for the removal of the waste.
- G. *The Tenant shall have pets restrained so that maintenance can be performed in the apartment. The Tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Tenant shall be charged a fee of \$25.00. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained will be impounded and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet and at the expense of the Tenant. Also, if a member of the HA staff has to take a pet to the Humane Society the Tenant will be charged an additional \$50 to cover the expense of taking the pet(s) to the Humane Society. The*

*housing authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.*

H. Pets may not be bred or used for any commercial purposes.

## **Section II. SCHEDULE OF FEES AND DEPOSITS**

### FEE AND DEPOSIT SCHEDULE

(A fee and deposit is required for each pet)

Type of Pet	Fee	Deposit
Dog	\$150	\$250
Cat	\$100	\$150
Fish Aquarium	\$50	\$100
Fish Bowl (Requires no power and no larger than two gallons)	\$0	\$25
Caged Pets	\$100	\$150

Note: The above schedule is applicable for each pet; therefore, if a tenant has more than one pet he or she must pay the applicable pet fee and deposit for each pet.

*The entire fee and deposit (subject to the exception listed below) must be paid prior to the execution of the lease addendum. No pet shall be allowed in the unit prior to the completion of the terms of this pet policy. It shall be a serious violation of the lease for any tenant to have a pet without proper approval and without having complied with the terms of this policy. Such action shall be considered to be a violation of paragraph iv (L) of the lease and the HA will issue a termination notice. The tenant will be entitled to a grievance hearing in accordance with the HA's grievance procedure.*

*If the deposit is more than \$100.00, the head of household may elect to pay \$100.00 at the time of the signing of this addendum and make \$50.00 per month payments until the total deposit is paid. The fee shall not be reimbursed, and the deposit made shall be utilized to offset damages caused by the pet and/or tenant. Any balance, if any, from the deposit will be refunded to the tenant.*

## **RESIDENT ACKNOWLEDGMENT**

After reading and/or having read to me this lease addendum I, \_\_\_\_\_ agree to the following: (Print Name)

I agree to abide by the requirements outlined in this lease addendum for pet ownership and to keep the pet(s) in accordance with this lease addendum.

I agree and understand that I am liable for any damage or injury whatsoever caused by pet(s) and shall pay the landlord or applicable party for any damages or injury caused by the pet(s). I also realize that I should obtain liability insurance for pet ownership and that paying for the insurance is my responsibility.

I agree to accept full responsibility and will not hold liable (indemnify) the landlord for any claims by or injuries to third parties or their property caused by my pet(s).

I agree to pay a non-refundable fee of \$\_\_\_\_\_ to cover some of the additional operating cost incurred by the HA. I also understand that this fee is due and payable prior to the execution of this lease addendum.

I agree to pay a refundable pet deposit of \$\_\_\_\_\_ to the HA. If the pet deposit exceeds \$100.00, the deposit may be paid with an initial payment of \$100.00, and the additional amount due in increments of

\$50 per month for \_\_\_\_\_ consecutive months. The \$50.00 is due and payable with my rent and other charges. If I fail to make the total payment due, which shall include the pet deposit payment, rent and other charges, my lease will be terminated in accordance with the provisions of the dwelling lease and collection policy. The Fee and Initial Deposit must be paid prior to the execution of this lease addendum. The pet deposit may be used by the Landlord at the termination of the lease toward payment of any rent or toward payment of any other costs made necessary because of Tenant's occupancy of the premises. Otherwise, the pet deposit, or any balance remaining after final inspection, will be returned to the Tenant after the premises are vacated and all keys have been returned.

I agree and understand that violating this lease addendum will result in the removal of the pet(s) from the property of the HA and that I may not be allowed to own any type of pet in the future while being an occupant of the HA.

\_\_\_\_\_  
Head of Household Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Housing Authority Representative

\_\_\_\_\_  
Date

### **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:

During the month of February 2007, meetings were held with the residents and/or resident advisory board of each public housing development to gather input for the agency plan. The meeting schedule was as follows: Kate Waller Homes , February 1, 2007, 5:00 PM; Braswell Homes, February 5, 2007, 5:00 PM; Hillside Homes and JI Cobb Gardens, February 8, 2007, 6:15 PM; Southside Homes, February 6, 2007, 5:00 PM; Thompson Manor, February 1, 2007, 6:15 PM; Davis Heights Homes & Asbury Howard Homes, February 8, 2007, 5:00 PM; Sunset Homes, February 5, 2007, 6:30 PM.

Comments and recommendations made during the resident meetings and available for public review include:

Project	RAB Comment	HA Action
Kate Waller Homes	<ul style="list-style-type: none"> <li>• Cycle Painting</li> <li>• Drafty Windows</li> </ul>	<ul style="list-style-type: none"> <li>• Referred to cycle painting contract</li> <li>• Referred to Site Maintenance</li> </ul>
Braswell Homes	<ul style="list-style-type: none"> <li>• Water standing in yard</li> </ul>	<ul style="list-style-type: none"> <li>• Included in 5-year capital budget plan</li> </ul>
Hillside Homes/J I Cobb Gardens	<ul style="list-style-type: none"> <li>• Upstairs Plumbing (Hillside)</li> </ul>	<ul style="list-style-type: none"> <li>• Refer to future CFP</li> </ul>
Southside Homes	<ul style="list-style-type: none"> <li>• Interior Cycle Painting</li> <li>• Fresh air vents remain in some units</li> </ul>	<ul style="list-style-type: none"> <li>• Referred to cycle painting contractor</li> <li>• Review for inclusion in future CFP</li> </ul>
Thompson Manor	<ul style="list-style-type: none"> <li>• Clean &amp; Paint Retaining Wall/Repair Fence</li> <li>• Repair Outside Faucets</li> <li>• Request for speed breakers</li> </ul>	<ul style="list-style-type: none"> <li>• Under review for inclusion in future CFP</li> <li>• Referred to Maintenance</li> <li>• Referred to City</li> </ul>
Davis Heights / Asbury Howard Homes	<ul style="list-style-type: none"> <li>• Drafty Windows</li> <li>• Cycle Painting</li> </ul>	<ul style="list-style-type: none"> <li>• Referred to Site Maintenance</li> <li>• Referred to cycle painting contractor</li> </ul>
Sunset Homes	<ul style="list-style-type: none"> <li>• Cycle Painting</li> <li>• Rusting Bathtubs</li> <li>• Storage Units</li> </ul>	<ul style="list-style-type: none"> <li>• Referred to cycle painting contractor</li> <li>• Referred to Site Maintenance</li> <li>• HA will not provide</li> </ul>

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)  
See chart above.

#### 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: (Bessemer, AL)

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)  
Upgrade quality of housing through modernization  
Sustain affordable housing for low-income families

Other: (list below)

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

#### **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**

The following actions are defined as substantial deviation or significant amendment or modification:

GOALS

- Additions or deletions of Strategic Goals

PROGRAMS

- Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities

CAPITAL BUDGET

- Additions of non-emergency work items (items not included in the current Annual Statement or Five Year Action Plan) or change in use of replacement reserve funds.

POLICIES

- Changes to rent or admissions policies or organization of the waiting list

An exception to the above definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant amendments by HUD.

## CAPITAL FUND PROGRAM TABLES (Attachment AL125b01)

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of the City of Bessemer		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P12550107 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b>  2007
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	234,319			
3	1408 Management Improvements	25,000			
4	1410 Administration	160,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	99,300			
8	1440 Site Acquisition				
9	1450 Site Improvement	130,000			
10	1460 Dwelling Structures	989,000			
11	1465.1 Dwelling Equipment—Nonexpendable	345,633			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition	370,000			
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,353,252			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program Grant No: AL09P12550107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007			
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	
AL125-001 Braswell Homes	Replace PVC Plumbing w/ Cooper Replace Washer Box & Plumbing Install CCTV Monitoring System	1460 1460 1465 1	172 172	137,600 12,900 225,633				
AL125-002a Kate Waller Homes	Replace PVC Plumbing w/Cooper Replace Washer Box & Plumbing	1460 1460	136 136	108,800 10,200				
AL125-002b Sunset Homes	Replace PVC Plumbing w/Cooper Replace Washer Box & Plumbing	1460 1460	128 128	99,200 9,300				
AL125-002c Davis Heights Homes	No Work Items							
AL125-003 Southside Homes	Install Fire Suppressant Range Hoods Replace Stoves Replace Kitchen Cabinets Replace Washer Box & Plumbing Install Pipe/Cover Ditch Replace Sliding Closet Doors (Elderly)	1460 1465 1 1460 1460 1450 1460	400 400 200 400 86	140,000 120,000 198,000 30,000 130,000 43,000				
AL125-005 Hillside Homes	Demolish Housing Units Replace Washer Box & Plumbing Reconstruct Short Front Porches Replace back Porches & Fill Backyards	1485 1460 1460 1460	108 98 76 30	370,000 15,000 32,500 26,800				
AL125-006 Thompson Manor	Replace Kitchen Cabinets Install Fire Suppressant Range Hoods Replace washer Box & Plumbing Replace Front & Rear Exterior Lights Replace Commodes & Lavatories/Replace Shut-off Valves	1460 1460 1460 1460 1460	56 56 56 112 56	55,500 19,600 4,200 10,000 36,400				
AL125-012 J.I. Cobb Gardens	No Work Items							
AL125-013 Asbury Howard	No Work Items							
PHA Wide:								
Operations	General Fund	1406		234,319				
Management Improvements	a. Computer Upgrades	1408		25,000				
Administration	Administrative Salaries	1410		160,000				

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program Grant No: AL09P12550107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007			
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	
Fees & Costs	Architect & Engineering Services	1430		99,300				
	Totals			2,353,252				

# Annual Statement/Performance and Evaluation Report

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

### Part III: Implementation Schedule

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program No: AL09P12550107 Replacement Housing Factor No:				Federal FY of Grant: 2007	
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	
AL125-001 Braswell Homes	08/17/2008			08/17/2010			
AL125-002a Kate Waller Homes	08/17/2008			08/17/2010			
AL125-002b Sunset Homes	08/17/2008			08/17/2010			
AL125-002c Davis Heights Homes	08/17/2008			08/17/2010			
AL125-003 Southside Homes	08/17/2008			08/17/2010			
AL125-005 Hillside Homes	08/17/2008			08/17/2010			
PHA Wide:							
Operations	12/31/2006			03/31/2007			
Management Improvements	08/17/2008			08/17/2010			
Administration	08/17/2008			08/17/2010			

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Housing Authority of the City of Bessemer	Grant Type and Number Capital Fund Program Grant No: AL09P12550106 Replacement Housing Factor Grant No:	Federal FY of Grant:  2006
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Original Annual Statement 
  Reserve for Disasters/ Emergencies 
  Revised Annual Statement (revision no: 2 )  
 Performance and Evaluation Report for Period Ending: 02/28/2007 
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	222,397	228,968	228,968	222,397
3	1408 Management Improvements	25,000	25,000		
4	1410 Administration	160,000	160,000		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	99,300	99,300		
8	1440 Site Acquisition				
9	1450 Site Improvement	0	119,793		
10	1460 Dwelling Structures	1,506,207	1,246,108		
11	1465.1 Dwelling Equipment—Nonexpendable		204,320		
12	1470 Nondwelling Structures	36,067	36,067	36,067	22,485
13	1475 Nondwelling Equipment				
14	1485 Demolition	175,000	170,120		
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,223,971	2,289,676	265,035	244,882
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

# Annual Statement/Performance and Evaluation Report

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

### Part II: Supporting Pages

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program Grant No: AL09P12550106 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	
AL125-001 Braswell Homes	Install Gutter	1460	172	14,986	17,200			Pending
	Replace Security Screen Door Locks	1460	344	2,580	6,880			Pending
	Replace Interior Wiring	1460	172	79,617	0			Deleted
	Reconfigure Management Office	1470	1	5,140	5,140	3,803	3,803	In Progress
AL125-002a Kate Waller Homes	Repair Parking Bays (Standing Water)	1450	3	0	4,500			Pending
	Install Gutters	1460	68	13,600	13,600			Pending
	Strip & Sheetrock Ceilings	1460	136	68,000	68,000			Pending
	Resurface Plaster Kitchen Walls	1460	136	108,800	108,800			Pending
	Replace Kitchen Cabinets	1460	136	134,640	134,640			Pending
	Replace Floor Tile	1460	136	83,900	83,900			Pending
	Replace Front & Rear Exterior Lights	1460	272	27,200	27,200			Pending
	Install Fire Suppressant Range Hoods	1460	136	47,600	47,600			Pending
Replace Refrigerators	1465 1	136	0	54,720			Pending	
AL125-002b Sunset Homes	Repair Parking Bays	1450		0	0			Deleted
	Install Gutters	1460	62	12,400	12,400			Pending
	Replace Security Screen Door Locks	1460	256	1,860	5,120			Pending
	Reconfigure Management Office	1470	1	5,213	5,213	3,863	3,863	In Progress
AL125-002c Davis Heights Homes	Repair Parking Bays	1450		0	0			Deleted
	Install Gutters	1460	66	13,200	13,200			Pending
	Strip & Sheetrock Ceilings	1460	132	66,000	66,000			Pending
	Resurface Plaster Kitchen Walls	1460	132	105,600	105,600			Pending
	Replace Kitchen Cabinets	1460	132	130,680	130,680			Pending
	Replace Floor Tile	1460	132	81,444	81,444			Pending
	Replace Front & Rear Exterior Lights	1460	264	26,400	26,400			Pending
	Install Fire Suppressant Range Hoods	1460	132	46,200	46,200			Pending
Replace Stoves & Refrigerators	1465 1	132	0	88,800			Pending	
Reconfigure Management Office	1470	1	5,762	5,762	4,121	4,121	In Progress	
AL125-003 Southside Homes	Repair/Replace Asphalt Parking Lots	1450		0	104,832			Pending
	Replace Security Screen Door Locks	1460	800	6,000	16,000			Pending
	Replace Front & Rear Exterior Lights	1460	800	55,200	55,200			Pending
	Reconfigure Management Office	1470	1	7,612	7,612	7,612		In Progress

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program Grant No: AL09P12550106 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	
AL125-005 Hillside Homes	Demolish Housing Units	1485	108	175,000	170,120			Pending
	Resurface Kitchen Walls	1460	158	126,400	0			Deleted
	Replace Kitchen Cabinets	1460	92	156,400	91,080			Pending
	Replace Floor Tile	1460	92	97,500	56,764			Pending
	Install Fire Suppressant Range Hoods	1460	92	0	32,200			Pending
	Replace Stoves & Refrigerators	1465	1	0	60,800			Pending
	Reconfigure Management Office	1470	1	12,340	12,340	10,698		In Progress
AL125-006 Thompson Manor	Repair/Replace Sidewalks	1450		0	10,461			Pending
AL125-012 J.I. Cobb Gardens	No Work Items							
AL125-013 Asbury Howard	No Work Items							
PHA Wide:								
Operations	General Fund	1406		222,397	228,968	228,968	222,397	In Progress
Management Improvements	a. Computer Upgrades	1408		25,000	25,000			Pending
Administration	Administrative Salaries	1410		160,000	160,000			Pending
Fees & Costs	Architect & Engineering Services	1430		99,300	99,300			Pending
	Totals			2,223,971	2,289,676		244,882	

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program No: AL09P12550106 Replacement Housing Factor No:				Federal FY of Grant: 2006	
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	
AL125-001 Braswell Homes	08/17/2008			08/17/2010			
AL125-002a Kate Waller Homes	08/17/2008			08/17//2010			
AL125-002b Sunset Homes	08/17/2008			08/17/2010			
AL125-002c Davis Heights Homes	08/17/2008			08/17/2010			
AL125-003 Southside Homes	08/17/2008			08/17/2010			
AL125-005 Hillside Homes	08/17/2008			08/17/2010			
PHA Wide:							
Operations	12/31/2006			03/31/2007			
Management Improvements	08/17/2008			08/17/2010			
Administration	08/17/2008			08/17/2010			

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Housing Authority of the City of Bessemer	Grant Type and Number Capital Fund Program Grant No: AL09P12550105 Replacement Housing Factor Grant No:	Federal FY of Grant:  2005
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Original Annual Statement 
  Reserve for Disasters/ Emergencies 
  Revised Annual Statement (revision no: 3 )  
 Performance and Evaluation Report for Period Ending: 02/28/2007 
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	234,319	234,319	234,319	234,319
3	1408 Management Improvements	65,000	65,000	65,000	6,700
4	1410 Administration	160,000	160,000	160,000	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	197,296	197,296	197,296	87,730
8	1440 Site Acquisition				
9	1450 Site Improvement	2,574	2,574	2,574	2,574
10	1460 Dwelling Structures	1,432,628	1,432,628	1,432,628	
11	1465.1 Dwelling Equipment—Nonexpendable		3,483	3,483	
12	1470 Nondwelling Structures	44,571	44,540	39,311	39,311
13	1475 Nondwelling Equipment	206,802	203,350	203,350	203,350
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,343,190	2,343,190	2,337,961	573,984
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program Grant No: AL09P12550105 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	
AL125-001 Braswell Homes	Replace Inoperable Windows	1460	30	15,000	15,000	15,000		In Progress
	Strip & Sheetrock Ceilings	1460	172	275,000	275,000	275,000		In Progress
	Resurface Kitchen Walls	1460	172	108,800	108,800	108,800		In Progress
	Replace Kitchen Cabinets	1460	172	0				
	Replace Floor Tile	1460	172	83,900	83,900	83,900		In Progress
	Replace Front & Rear Exterior Lights	1460	344	27,200	27,200	27,200		In Progress
	Install Fire Suppressant Range Hoods	1460	172	47,600	47,600	47,600		In Progress
	Maintenance Parking Shed	1470	1	11,005	11,005	11,005	11,005	Complete
	Maintenance Parking Fencing	1475	750 Sq. Ft.	4,050	3,243	3,243	3,243	Complete
AL125-002a Kate Waller Homes	Replace Inoperable Windows	1460	30	15,000	15,000	15,000		
	Install Additional Security Lighting	1475		0				
AL125-002b Sunset Homes	Replace Inoperable Windows	1460	30	15,000	15,000	15,000		In Progress
	Install Interactive CCTV Monitor System	1475	32	172,604	172,604	172,604	172,604	Complete
	CCTV Monitoring Service	1430		20,162	20,162	20,162		In Progress
	Strip & Sheetrock Ceilings	1460	124	144,940	144,940	144,940		In Progress
	Resurface Kitchen Walls	1460	124	99,200	99,200	99,200		In Progress
	Replace Kitchen Cabinets	1460	124	4,612	4,612	4,612		In Progress
	Replace Floor Tile	1460	124	76,508	76,508	76,508		In Progress
	Replace Front and Rear Exterior Lights	1460	248	24,800	24,800	24,800		In Progress
	Install Fire Suppressant Range Hoods	1460	124	43,400	43,400	43,400		In Progress
Maintenance Parking Shed	1470	1	11,040	11,040	11,040	11,040	Complete	
Maintenance Parking Fencing	1475	750 Sq. Ft.	4,050	3,243	3,243	3,243	Complete	
AL125-002c Davis Heights Homes	Replace Inoperable Windows	1460	30	15,000	15,000	15,000		In Progress
	Maintenance Parking Shed	1470	1	12,280	12,280	12,280	12,280	Complete
	Maintenance Parking Fencing	1475	750 Sq. Ft.	4,050	3,243	3,243	3,243	Complete
AL125-003 Southside Homes	Repair/ Replace Aluminum Soffit/Fascia	1460	400	298,000	298,000	298,000		In Progress
AL125-005 Hillside Homes	Replace Commodes & Lavatories	1460	92	112,568	112,568	112,568		In Progress
	Replace Plumbing for 2 <sup>nd</sup> Story Bathrooms	1460	64	15,600	15,600	15,600		In Progress
	CCTV Monitoring Service	1430		20,162	20,162	20,162		In Progress
	Maintenance Parking Fencing	1475		5,402	4,371	4,371	4,371	Complete
AL125-006 Thompson Manor	Install Gutters	1460	11	10,500	10,500	10,500		In Progress

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program Grant No: AL09P12550105 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	
AL125-012 J.I. Cobb Gardens	No Work Items							
AL125-013 Asbury Howard	No Work Items							
PHA Wide:								
Operations	General Fund	1406		234,319	234,319	234,319	234,319	Complete
Management Improvements	1. Computer Upgrades	1408		25,000	25,000	25,000	6,700	In Progress
	2. Security Lighting	1408		40,000	40,000	40,000		In Progress
	3. Admin. Building Security Features:							
	a. Install CCTV Monitoring System	1475		16,646	16,646	16,646	16,646	Complete
	b. Install Limited Access Locks	1470		5,229	5,229			Pending
c. Seal Coat & Stripe Parking Lot	1450		2,574	2,574	2,574	2,574	Complete	
d. Replace Carpet	1470		5,017	4,986	4,986	4,986	Complete	
4. Replacement Refrigerators	1465. 1			3,483	3,483	3,483		In Progress
Administration	Administrative Salaries	1410		160,000	160,000	160,000		In Progress
Fees & Costs	Architect & Engineering Services	1430		155,395	155,395	155,395	87,730	In Progress
	Police Services Beyond Baseline	1430		0				
	Utility Pole License Agreement	1430		1,577	1,577	1,577		In Progress
Totals				2,343,190	2,343,190	2,337,961	573,984	

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program No: AL09P12550105 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	
AL125-001 Braswell Homes	08/17/2007			08/17/2009			
AL125-002a Kate Waller Homes	08/17/2007			08/17/2009			
AL125-002b Sunset Homes	08/17/2007			08/17/2009			
AL125-002c Davis Heights Homes	08/17/2007			08/17/2009			
AL125-003 Southside Homes	08/17/2007			08/17/2009			
AL125-005 Hillside Homes	08/17/2007			08/17/2009			
PHA Wide:							
Operations	12/31/2005			03/31/2006			
Management Improvements	08/17/2007			08/17/2009			
Administration	08/17/2007			08/17/2009			

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program Grant No: AL09P12550104 Replacement Housing Factor Grant No:			Federal FY of Grant:  2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 02/28/2007 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	232,997		232,997	232,997
3	1408 Management Improvements	85,000		45,000	45,000
4	1410 Administration	160,000		160,000	56,897
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	4,500			
10	1460 Dwelling Structures	1,847,474		1,830,674	
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	2,329,971		2,308,671	334,894
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: Housing Authority of the City of Bessemer			Grant Type and Number Capital Fund Program Grant No: AL09P12550104 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	
AL125-001 Braswell Homes	Install Doorbells Weather Strip Exterior Doors	1460 1460	172 344	25,800 34,400		25,800 34,400		In Progress In progress
AL125-002a Kate Waller Homes	Install Doorbells Weather Strip Exterior Doors	1460 1460	136 272	20,400 27,200		20,400 27,200		In Progress In Progress
AL125-002b Sunset Homes	Install Doorbells Weather Strip Exterior Doors Install Additional Security Lighting	1460 1460 1450	124 248 10	18,600 24,800 4,500		18,600 24,800		In Progress In Progress Pending
AL125-002c Davis Heights Homes	Install Doorbells Weather Strip Exterior Doors	1460 1460	132 264	19,800 26,400		19,800 26,400		In Progress In Progress
AL125-003 Southside Homes	Install Doorbells Weather Strip Exterior Doors Modernize Bathrooms	1460 1460 1460	400 800 426	60,000 80,000 0		60,000 80,000		In Progress In Progress Deleted
AL125-005 Hillside Homes	Install Doorbells Weather Strip Exterior Doors Modernize Bathrooms	1460 1460 1460	200 320 238	30,000 32,000 1,411,674		30,000 32,000 1,411,674		In Progress In Progress In Progress
AL125-006 Thompson Manor	Install Doorbells Weather Strip Exterior Doors Replace Emergency Notification System	1460 1460 1460	56 112 56	8,400 11,200 16,800		8,400 11,200		In Progress In Progress Pending
AL125-012 J.I. Cobb Gardens	No Work Items							
AL125-013 Asbury Howard	No Work Items							
PHA Wide:								
Operations	General Fund	1406		232,997		232,997	232,997	Complete
Management Improvements	a. Computer Upgrades b. Security Lighting	1408 1408		45,000 40,000		45,000 40,000	45,000	Complete Pending
Administration	Administrative Salaries	1410		160,000		160,000	56,897	In Progress
	Totals			2,329,971		2,308,671	334,894	

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program No: AL09P12550104 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	
AL125-001 Braswell Homes	09/30/2006		09/30/2006	09/30/2008			
AL125-002a Kate Waller Homes	09/30/2006		09/30/2006	09/30/2008			
AL125-002b Sunset Homes	09/30/2006			09/30/2008			
AL125-002c Davis Heights Homes	09/30/2006		09/30/2006	09/30/2008			
AL125-003 Southside Homes	09/30/2006		09/30/2006	09/30/2008			
AL125-005 Hillside Homes	09/30/2006		09/30/2006	09/30/2008			
AL12—006 Thompson Manor	09/30/2006			09/30/2008			
PHA Wide:							
Operations	12/31/2004		12/31/2004	03/31/2005		03/31/2005	
Management Improvements	09/30/2006			09/30/2008			
Administration	09/30/2006		09/30/2006	09/30/2008			

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

<b>PHA Name:</b> Housing Authority of the City of Bessemer	<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P12550203 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  <b>2003</b>
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 02/28/2007  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	42,054		42,054	42,054
3	1408 Management Improvements	53,855		53,855	53,855
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	34,945		34,945	
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	252,788		252,788	
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	36,901		36,901	36,901
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	420,543		420,543	132,810
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program Grant No: AL09P12550203 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL125-001 Braswell Homes	No Work Items			134,640		134,640		In Progress
AL125-002a Kate Waller Homes	Repair/Replace Sidewalks	1450						
AL125-002b Sunset Homes	Repair/Replace Sidewalks Replace Kitchen Cabinets	1450 1460		118,148		118,148		In Progress
AL125-002c Davis Heights Homes	No Work Items							
AL125-003 Southside Homes	No Work Items							
AL125-005 Hillside Homes	No Work Items							
AL125-006 Thompson Manor	No Work Items							
AL125-012 J.I. Cobb Gardens	No Work Items							
AL125-013 Asbury Howard	No Work Items							
PHA Wide:								
Operations	General Fund	1406		42,054		42,054	42,054	Complete
Management Improvements	a. Computer Upgrades	1408		49,055		49,055	49,055	Complete
	c. Time & Attendance System	1408		4,800		4,800	4,800	Complete
Non-dwelling Equipment	a. Filing System	1475		15,809		15,809	15,809	Complete
	b. Communication Radios	1475		21,092		21,092	21,092	Complete
	c. Maintenance Parking Shed	1470						
Administration Building	a. Replace Fire Detection Alarm System	1470						
	b. Seal & Stripe Parking Area	1450						
Fees & Costs	A & E Fees	1430		34,945		34,945		In Progress
	Totals			420,543		420,543	132,810	

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program No: AL09P12550203 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
AL125-002a Kate Waller Homes	09/30/2005			09/30//2006			
AL125-002b Sunset Homes	09/30/2005			09/30/2006			
PHA Wide:							
Operations	12/31/2003		12/31/2003	03/31/2004		03/31/2004	
Management Improvements	09/30/2004		09/30/2005	12/31/2005		03/31/06	

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Housing Authority of the City of Bessemer	Grant Type and Number Capital Fund Program Grant No: AL09P12550103 Replacement Housing Factor Grant No:	Federal FY of Grant:  2003
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Original Annual Statement 
  Reserve for Disasters/ Emergencies 
  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 02/28/2007 
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	199,112		199,112	199,112
3	1408 Management Improvements	98,000		98,000	80,203
4	1410 Administration	140,000		140,000	140,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	47,726		47,726	47,726
8	1440 Site Acquisition				
9	1450 Site Improvement	491,270		491,270	491,270
10	1460 Dwelling Structures	877,619		877,619	239,180
11	1465.1 Dwelling Equipment—Nonexpendable	137,390		137,390	137,390
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,991,117		1,991,117	1,334,881
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	80,000			
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program Grant No: AL09P12550103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL125-001 Braswell Homes	Repair/Replace Sidewalks Landscaping/Erosion Control	1450 1450		64,170 74,730		64,170 74,730	64,170 74,730	Complete Complete
AL125-002a Kate Waller Homes	Repair/Replace Sidewalks	1450		49,910		49,910	49,910	Complete
AL125-002b Sunset Homes	Modernize Bathrooms Landscaping/Erosion Control Repair/Replace Sidewalks	1460 1450 1450		0 60,040 46,345			60,040 46,345	Deleted Complete Complete
AL125-002c Davis Heights Homes	Modernize Bathrooms Repair/Replace Sidewalks	1460 1450		49,910		49,910	49,910	Complete
AL125-003 Southside Homes	Modernize Bathrooms Replace Refrigerators Repair Replace Sidewalks	1460 1465. 1 1450	426 400	877,619 122,000 146,165		877,619 122,000 146,165	239,180 122,000 146,165	In Progress Complete Complete
AL125-005 Hillside Homes	No Work Items							
AL125-006 Thompson Manor	Replace Ranges	1465. 1	56	15,390		15,390	15,390	Complete
AL125-012 J.I. Cobb Gardens	No Work Items							
AL125-013 Asbury Howard	No Work Items							
PHA Wide:								
Operations	General Fund	1406		199,112		199,112	199,112	Complete
Management Improvements	a. Liaison Police Service b. Security Lighting c. Computer Upgrades	1408 1408 1408		0 60,000 38,000		60,000 38,000	42,203 38,000	Deleted In Progress Complete
Administration	Administrative Salaries	1410		140,000		140,000	140,000	Complete
Fees & Costs	A & E Service	1430		47,726		47,726	47,726	Complete
	Totals			1,991,117		1,991,117	1,334,881	

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

PHA Name: Housing Authority of the City of Bessemer		Grant Type and Number Capital Fund Program No: AL09P12550103 Replacement Housing Factor No:				Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
AL125-001 Braswell Homes	09/30/2005		09/30/2005	09/30/2006		09/30/06	
AL125-002a Kate Waller Homes	09/30/2005		09/30/2005	09/30/2006		09/30/2006	
AL125-002b Sunset Homes	09/30/2005		09/30/2005	09/30/2006		09/30/2006	
AL125-002c Davis Heights Homes	09/30/2005		09/30/2005	09/30/2006		09/30/2006	
AL125-003 Southside Homes	09/30/2005		09/30/2005	09/30/2006	06/30/2007		
AL125-005 Hillside Homes							
AL125-006 Thompson Manor	09/30/2004		9/30/2004	12/31/2004		12/31/2004	
PHA Wide:							
Operations	12/31/2003		12/31/2003	03/31/2004		03/31/2004	
Management Improvements	09/30/2005		09/30/2005	12/31/2005	06/30/2007		
Administration	09/30/2004		9/30/2004	09/30/2006		09/30/2006	





# BESSEMER HOUSING AUTHORITY – TABLE OF ORGANIZATION

Revised 05/15/2006

Attachment AL125c01

**BOARD OF COMMISSIONERS (5)**

**EXECUTIVE DIRECTOR (1)**

**Comptroller 1**

Executive Secretary (1)

Accounting Clerk (1)

**GENERAL OPERATIONS  
MANAGER (1)**

Section 8 Coordinator (1)

Section 8 Specialist (2)

FSS Case  
Manager (1)

Receptionist Cashier (1)

Occupancy Coordinator (1)

HQS Inspector (1)

Quality Control Coordinator (1 P/T)

Leasing Clerk (1)

Maintenance/Modernization  
Coordinator (1)

**Braswell Homes (172 Units)**

Property Manager (1)  
Assistant Property Manager (1)  
Maintenance Mechanic (1)  
Maintenance Aide (1)

**Sunset Homes (124 Units)**

Property Manager (1)  
Assistant Property Manager (1)  
Maintenance Mechanic (2)

**Southside Homes (400 Units)**

Property Manager (1)  
Assistant Property Manager (2)  
Data Entry Clerk (1)  
Maintenance Mechanic (3)  
Maintenance Aide (1)

**Thompson Manor (56 Units)**

Property Manager (1 part-time)  
Maintenance Mechanic (1 part-time)

**Kate Waller Homes (136 Units)**

Property Manager (1)  
Assistant Property Manager (1)  
Maintenance Mechanic (2)

**Davis Heights/Asbury Howard  
Homes (198 Units)**

Property Manager (1)  
Data Entry Clerk (1)  
Maintenance Mechanic (1)  
Maintenance Aide (1)

**Hillside Homes/J.I. Cobb  
Gardens (260 Units)**

Property Manager (1)  
Assistant Property Manager (1)  
Data Entry Clerk (1)  
Maintenance Mechanic (2)  
Maintenance Aide (1)

Component 10 (B) Voluntary Conversion Initial Assessments

- a. How many of the PHA's developments are subject to the Required Initial Assessments? Six (6)
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? One (1)
- c. How many Assessments were conducted for the PHA's covered developments? Six (6)
- d. Identify PHA Developments that may be appropriate for conversion based on the Required Initial Assessments: The Bessemer Housing Authority has reviewed each development subject to assessment to determine if conversion would be appropriate or inappropriate based on the cost to operate the units and the ability to fill the units with voucher holders versus occupancy as public housing units. The assessments revealed that it would be very difficult to fill the units at each of the six developments with voucher holders since we have a number of public housing residents applying for vouchers to relocate throughout the community. Also, the cost to operate the Public Housing sites are very close to the Section 8 operating costs and less in certain developments. Therefore, it has been concluded that conversion would be inappropriate for each of the six developments in question.

## Statement of Progress in Meeting the 5-Year Plan Mission and Goals

The Bessemer Housing Authority is striving to make significant progress in meeting the 5-Year Plan Mission and Goals. Monthly crime statistics are not available to use through the City of Bessemer Police Department due to a manpower shortage. However, our in-house tracking of crime in and around Bessemer Housing Authority properties indicate that crime and specifically drug-related criminal activity is significantly less in Authority owned properties than in the City of Bessemer in general. Resident complaints are consistently dropping as evidence that our communities are improving. The housing conditions in the Bessemer Housing Authority continue to improve each year as evidenced by our annual UPCS inspections. This provides evidence that we are meeting our mission of providing decent, safe, and sanitary housing for eligible families. The housing authority continues to operate a voluntary FSS program for public housing residents and a mandatory FSS program for Section 8. Our minimum program size for Section 8 is currently 26 participants. Our plan is to continue both programs in an effort to promote self-sufficiency and economic independence for residents.

The Bessemer Housing Authority has requested additional HC Vouchers to replace expiring Moderate Rehabilitation Contracts. We feel that this will expand the supply of assisted housing in our area while providing the voucher holder with more options. Our public housing occupancy rate continues to suffer although it has improved slightly. New leasing procedures have had a positive effect on our lease up rate and the number of move-outs seems to have slowed slightly. We are optimistic that our occupancy rate will significantly increase during this fiscal year. We are constantly working to devise avenues that will speed up the move-in process while not compromising the necessary checks that are required. In accordance with a mandate from the local HUD Office, we have implemented a transfer system which allows one transfer per one move-in, which hampers our progress of increasing our occupancy rate.

The goal of increasing our scores for public housing and voucher management continues to be of high priority for the Bessemer Housing Authority. We continue to address problem areas and feel certain that this will help us improve our score on future certifications. Our goal is high performer status. Customer satisfaction surveys conducted by HUD continue to improve and show that our residents are being provided the services they deserve and desire. The process of renovating and upgrading our public housing units by the installation of new heating and cooling systems and the modernization of community centers has been completed. We now have central heat and air at all public housing units. We have completed all scheduled bathroom renovations and are now beginning kitchen, ceiling, and flooring upgrades in our public housing units.

We continue to make significant efforts to reach out to current and potential voucher landlords in our area. We constantly communicate with them about changing requirements and the benefits the program can provide them. We view our relationship with landlords as a partnership and realize that our program can't be successful without them. Our voucher payment standard is currently at 105% of FMR. Our approach to

increasing the payment standard is one of caution to keep from inflating the local rental market. Property values in our area are consistently lower than surrounding communities and that is reflected in our payment standard.

Our goal of bringing higher income residents into lower income developments has been successful. Six of our seven developments are at or above 85% of the area median income. Our system of a HA wide waiting list has helped to spread families of different incomes through our various communities. Security within public housing has been diminished by the termination of our contract with the local police department in conjunction with the termination of the Drug Elimination Program funding. However, some physical improvements, perimeter fencing and security camera installation, recently completed at two of our developments have enhanced security. Additional security lighting and improved security screen door locks are planned to further increase security.

The Bessemer Housing Authority takes pride in its efforts to ensure equal opportunity and affirmatively further fair housing. We provide training for our staff, and information for our residents and applicants to insure non-discrimination in accessibility to housing under our administration. We are also in compliance with handicap accessibility requirements.

## Attachment AL125f01

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

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>
J I Cobb Gardens	60	Small Development with a majority of working families.	Average income of waiting list and applicants suggests that no plan is needed.

AL125g01

Resident Membership of the PHA Governing Board

Resident Member Name: Vacant

Method of Selection: Appointment (Appointed by the Mayor of the City of Bessemer and confirmed by the Bessemer City Council)

Term of Appointment: February 17, 2004 through February 17, 2009  
(Seat was vacated on April 10, 2006 by the resignation of the sitting resident commissioner. No action has been taken by the appointing authority to fill the vacancy)

## RESIDENT ADVISORY BOARD

The resident advisory board has become defunct. Resident meetings are held annually in all public housing developments to obtain resident input. These meetings are advertised through our resident newsletter and individual development fliers that are mailed or hand delivered.

We are not aware of any efforts by residents to organize at this time.