

PHA Plans
Streamlined Annual
Version

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

OMB No. 2577-0226
(exp. 08/31/2009)

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

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

Streamlined Annual PHA Plan
for Fiscal Year: 2007/2008

PHA Name:

City of Pensacola

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

Streamlined Annual PHA Plan Agency Identification

PHA Name: City of Pensacola PHA Number: FL092

PHA Fiscal Year Beginning: 10/01/07

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
Number of public housing units: Number of S8 units:2,288 Number of public housing units: 0
Number of S8 units:

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

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

PHA Plan Contact Information:

Name: SUE SAFFRAN Phone: (850)453-7500
TDD: (850)453-7482 Email: ssaffran@ci.pensacola.fl.us

Public Access to Information

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

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

Display Locations for PHA Plans and Supporting Documents

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

If yes, select all that apply:

- Main administrative office of the PHA
- PHA development management offices
- Main administrative office of the local, county or State government
- Public library PHA website other (list below)

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

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

Streamlined Annual PHA Plan
Fiscal Year 20
[24 CFR Part 903.12(c)]

Table of Contents
[24 CFR 903.7(r)]

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

A. PHA PLAN COMPONENTS

- 1. Site-Based Waiting List Policies
903.7(b)(2) Policies on Eligibility, Selection, and Admissions
- 2. Capital Improvement Needs
903.7(g) Statement of Capital Improvements Needed
- 3. Section 8(y) Homeownership
903.7(k)(1)(i) Statement of Homeownership Programs
- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 6. Supporting Documents Available for Review
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 8. Capital Fund Program 5-Year Action Plan

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

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

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

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

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

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

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

A. Site-Based Waiting Lists-Previous Year

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

| Site-Based Waiting Lists | | | | |
|--|----------------|--|---|--|
| Development Information: (Name, number, location) | Date Initiated | Initial mix of Racial, Ethnic or Disability Demographics | Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL | Percent change between initial and current mix of Racial, Ethnic, or Disability demographics |
| | | | | |
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2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year?
2. Yes No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously

If yes, how many lists?

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

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

2. Capital Improvement Needs

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

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

A. Capital Fund Program

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

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

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

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

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

| |
|--|
| HOPE VI Revitalization Grant Status |
|--|

a. Development Name:

b. Development Number:

c. Status of Grant:

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

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name(s) below:

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

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

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

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

2. Program Description: The City of Pensacola Department of Housing does not administer a Section 8 Homeownership Program. However, the City of Pensacola and Escambia County work with local lenders to jointly participate in the SHIP First-Time Homebuyers Program, which is designed to assist low to moderate income families in the purchase of affordable housing. SHIP funding provides down payment and closing assistance, which is offered in the form of a forgivable loan.

The City of Pensacola targets families participating in the Housing Choice Voucher Program and conducts ongoing informational sessions to invite and encourage participation in the First Time Homebuyers Program from Voucher participants.

a. Size of Program

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

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

b. PHA-established eligibility criteria

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

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

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

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

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

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

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

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

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below :)

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

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

1. Consolidated Plan jurisdiction: (provide name here)

Escambia Consortium, Florida Five Year Consolidated Plan, 2005/2009, 2007/2008 (October 1 2006 through September 30, 2007), comprised of Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Date August, 2005.

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

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

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

Item 1: Escambia Consortium, Florida Five Year Consolidated Plan, 1005/2009, Annual Plan (October 1, 2006 through September 30, 2007), comprised of Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Date August 2005.

Priority #3: Rental Assistance

1. Project Summary:

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

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

Item 2: Escambia Consortium, Florida Five Year Consolidated Plan, 2005 /2009 Annual Plan (October 1, 2006 through September 30, 2007), Comprised of: Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Dated: August 2005.

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

i. Project Summary:

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

Item 3: Escambia Consortium, Florida Five Year Consolidated Plan, 2005 /2009 Annual Plan (October 1, 2006 through September 30, 2007),

Comprised of: Escambia County, City of Pensacola, Santa Rosa County, and City of Milton, Dated: August 2005.

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

i. Project Summary:

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

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

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

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Related Plan Component |
| X | <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i> | 5 Year and Annual Plans |
| X | <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i> | Streamlined Annual Plans |
| X | <i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i> | 5 Year and standard Annual Plans |
| X | Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement. | 5 Year and Annual Plans |
| X | Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists. | Annual Plan: Housing Needs |
| | Most recent board-approved operating budget for the public housing program | Annual Plan: Financial Resources |
| | Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure. | Annual Plan: Eligibility, Selection, and Admissions Policies |
| | Deconcentration Income Analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
| | Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy. | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| | Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy. | Annual Plan: Rent Determination |
| | Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy. | Annual Plan: Rent Determination |
| X | Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. X <input type="checkbox"/> Check here if included in Section 8 Administrative Plan. | Annual Plan: Rent Determination |
| | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation). | Annual Plan: Operations and Maintenance |
| | Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment). | Annual Plan: Management and Operations |
| | Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary) | Annual Plan: Operations and Maintenance and Community Service & Self- |

| List of Supporting Documents Available for Review | | |
|--|---|---|
| Applicable & On Display | Supporting Document | Related Plan Component |
| | | Sufficiency |
| <u>X</u> | Results of latest Section 8 Management Assessment System (SEMAP) | Annual Plan: Management and Operations |
| <u>X</u> | Any policies governing any Section 8 special housing types <u>X</u> Check here if included in Section 8 Administrative Plan | Annual Plan: Operations and Maintenance |
| | Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| <u>X</u> | Section 8 informal review and hearing procedures. <u>X</u> Check here if included in Section 8 Administrative Plan. | Annual Plan: Grievance Procedures |
| | The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year. | Annual Plan: Capital Needs |
| | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants. | Annual Plan: Capital Needs |
| | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing. | Annual Plan: Capital Needs |
| | Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA). | Annual Plan: Capital Needs |
| | Approved or submitted applications for demolition and/or disposition of public housing. | Annual Plan: Demolition and Disposition |
| | Approved or submitted applications for designation of public housing (Designated Housing Plans). | Annual Plan: Designation of Public Housing |
| | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937. | Annual Plan: Conversion of Public Housing |
| | Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion. | Annual Plan: Voluntary Conversion of Public Housing |
| | Approved or submitted public housing homeownership programs/plans. | Annual Plan: Homeownership |
| | Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan) | Annual Plan: Homeownership |
| | Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy | Annual Plan: Community Service & Self-Sufficiency |
| <u>X</u> | Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies. | Annual Plan: Community Service & Self-Sufficiency |
| <u>X</u> | FSS Action Plan(s) for public housing and/or Section 8. | Annual Plan: Community Service & Self-Sufficiency |
| | Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing. | Annual Plan: Community Service & Self-Sufficiency |
| | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) program reports for public housing. | Annual Plan: Community Service & Self-Sufficiency |
| | Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy. | Annual Plan: Pet Policy |
| <u>X</u> | The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings. | Annual Plan: Annual Audit |
| | Other supporting documents (optional) (list individually; use as many lines as necessary) | (specify as needed) |
| | Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection. | Joint Annual PHA Plan for Consortia: Agency Identification and Annual |

PHA Name:
HA Code:

Streamlined Annual Plan for Fiscal Year 20__

| List of Supporting Documents Available for Review | | |
|--|----------------------------|-------------------------------|
| Applicable & On Display | Supporting Document | Related Plan Component |
| | | Management and Operations |

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

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

8. Capital Fund Program Five-Year Action Plan

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

8. Capital Fund Program Five-Year Action Plan

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

8. Capital Fund Program Five-Year Action Plan

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

ATTACHMENT A

RESIDENT ADVISORY BOARD

Legal Notice of Meeting(s)

The City of Pensacola Department of Housing placed a public notice in the Pensacola News-Journal on February 1, 2007 indicating the City of Pensacola's Resident Advisory Board would meet on February 7, 2007 at 5:00 p.m. The Department also placed a Public Notice in the Pensacola News Journal on February 28, 2007 to run on March 2, 2007, stating that the Resident Advisory Board would meet at 5:00 p.m. at the City Housing Department offices, 4501 Twin Oaks Drive, Suite 102. The Advisory Board membership roster and minutes of the Board meetings are available for Public review at the City Housing Department, 4501 Twin Oaks Drive, Suite 102, Monday-Thursday, 8:30 a.m. – 4:30 p.m.

Membership/Roster

The City of Pensacola Department of Housing's Resident Advisory Board consists of three volunteer members that adequately reflect and represent the residents assisted by the City of Pensacola Department of Housing. Tenants are invited annually to participate as a board member. Members of the 2007 Board are as follows:

Catrina Thomas
8 White Street
Pensacola, FL 32507
Chaquita Wilder
1385 Toni St Apt A
Pensacola, FL 32514

Yolanda Nicholson
2535 Massachusetts Ave B6
Pensacola, FL 32505

Benjamin Moore
1303 W Desoto St
Pensacola, FL 32501

ATTACHMENT B (2)

SECTION 8 RESIDENT ADVISORY BOARD

MINUTES OF THE MEETING

March 7, 2007

The second annual meeting of the Resident Advisory Board for the Section 8 Housing Choice Voucher Program was held on Wednesday, March 7, 2007 at 5:00 p.m. in the Housing Department conference room.

Present for the meeting were: Sue Saffran, Assistant Director of Housing, Marsha Bazinet, Section 8 Coordinator; and Section 8 tenant representative Catrina Thomas. Long time Member Benjamin Moore and Yolanda Nickerson were absent for this meeting.

The meeting was opened by Ms. Saffran, with a recap of the Annual Plan and a review of the changes in the attachments to the Annual Plan.

Ms. Saffran, Ms. Bazinet, and Ms. Thomas also discussed any improvements that could be made to program procedures to assist clients and to give better service. Ms. Thomas suggested promoting the program through childcare, school, and church publications. This would allow more eligible families to apply, and also make more landlords aware of the availability of the program. Both suggestions were met with approval. A query about changing the application procedures was not accepted, as the Housing Department had attempted other avenues and the result was often chaotic, once resulting in physical altercations. Sue Saffran stated that the current waiting list policies appear to be the most fair and least stressful to clients and disabled persons.

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

The meeting closed at 6:00 p.m.

Respectfully Submitted,

Marsha Bazinet
Section 8 Coordinator

ATTACHMENT C

PUBLIC HEARING MINUTES

May 3, 2007

A Public Hearing was held on May 3, 2007 at 9:00 a.m. in the conference room of the Housing Department to review the City of Pensacola Housing Department's updated Annual Plan for FY 2007-8.

Present were: Marsha Bazinet, Section 8 Program Coordinator, Christine Crespo, Sarah Jones, Francine Mathis, Helen Autrey, and Dale Hunt.

Marsha Bazinet opened the meeting by welcoming the attendees and gave a brief overview of the Annual Plan update for the coming year of program operation.

The attendees reviewed one addition to be made to the Housing Choice Voucher Program Administrative plan, which will clarify procedures regarding reasonable accommodation and definitions of disability as pertains to the Housing Choice Voucher waiting list and program participants.

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

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

Respectfully Submitted,

Marsha Bazinet
HCV Program Coordinator

ATTACHMENT D

PROGRESS STATEMENT IN MEETING FIVE-YEAR PLAN MISSION AND GOALS FOR FY 2007/2008 ANNUAL PLAN

HUD Goal 1a. The City of Pensacola's Department of Housing has seen an increase since late 2006 in the number of property owners and agents requesting to list rental units on the available units list, which is made available to Section 8 participants seeking housing. This increase is attributed to homeowners completing repairs due to the damage and destruction that occurred during Hurricane Ivan in September, 2004, and Dennis in June, 2005; and returning to their homes, leaving rental units vacant and available on the local market. Investors are also contributing through new construction, taking advantage of state tax credits to build complexes and offering to rent through the Housing Choice Voucher program. Many of these complexes were begun in 2005, and are just now nearing completion. Some existing units have changed ownership and have been totally rehabilitated and returned to the rental market. The increasing number of rentals available is also contributing to a downward trend in rent amounts, making them affordable to the Section 8 participants. A distribution of funds from the Hurricane Housing Recovery Program was used to assist participants with paying deposits and utility turn on and transfer fees.

The Pensacola Housing Department continues to survey unassisted rental units in Escambia County to determine comparable rents for each bedroom size. The location, quality, size, number of bedrooms, age, amenities, housing services, maintenance and utilities of the unit are considered in assessing the comparable rents. The payment standard for one and two bedroom units has been increased 110% of the FMR to further assist participants in finding suitable units.

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

Additionally, CEII is constructing twelve (12) more rental units (Townsend Terrace – 8 units, HOME Program \$357,000 and Jordan Street Rentals – 4 units, HOME Program \$238,000). Finally, two elderly rental complexes as of 2005 are pending start of construction and will receive support from the Consortium, including: HUD Section 202 Program: AHEPA 126 Apartments (Creighton Road)

– fifty (50) units/elderly and Florida Housing Tax Credit Program: Alabaster Gardens (Massachusetts Avenue) – 147 units/elderly. Local funding: SHIP \$1,600,000. Units will be under construction by late summer 2006. Through the Consortium in excess of \$3,900,000 has either been expended or committed to increasing available affordable housing units for the period ending December 31, 2005.

In the recovery phase of Hurricane Ivan, the Housing Department made phone contact with each owner to ensure that they were provided the information to secure a Small Business Association (SBA) Loans for rebuilding their rental units.

1b. In January, 2007, the City of Pensacola Department of Housing purchased and implemented a new software program from HAPPY software. The previous program (ECS) was implemented in 1995 and was seriously outdated. Staff underwent hands-on training, and the transition was relatively smooth.

One of the immediate benefits of changing software is apparent in the monthly electronic transmissions to PIC. It is now The City of Pensacola Housing Department continues to strive towards increasing its performance under SEMAP scoring. This agency is in the process of acquiring a new, updated software package, which will undoubtedly assist greatly with data transmissions to HUD, which are an integral part of the SEMAP monitoring. Compliance through the current software program is difficult because it is obsolete, having been acquired in 1995; the vendor is non-cooperative, and the software does not interface with HUD's PIC program which accepts and attempts to translate the transmitted data. Problems at this time are due to old data transmissions which must be eliminated from PIC, as it is interfering (per the PIC coach) with the new data and score calculations. The Housing Department's goal is to first acquire the new software, then convert data from the old software to the new software with a minimum of difficulty, and thus achieve the highest SEMAP score possible.

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

1c. The Pensacola Housing Department continues to encourage and provides ongoing counseling to applicants and participants to seek units in diverse neighborhoods with mixed incomes. All clients continue to receive an annually updated "Expanding Housing Opportunities" booklet which contains maps and outlines of poverty census areas, and other information regarding school locations and their ranking and available transportation lines and medical services. This has become more difficult due to the Hurricanes and the resulting shortage of affordable rental housing within this jurisdiction. The Housing

Department consistently urges tenants to establish a good rental history in order to obtain better referrals from landlords, who are urged to screen prospective tenants more closely. The Department has developed a "Tenant Resume" and a "Tenant Application" which is issued to new families and current participants that are moving. Tenants are encouraged to use these tools to better promote themselves to potential landlords.

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

The City of Pensacola developed and implemented an Urban Infill Housing Redevelopment Project for very low, low and moderate income families. This project is designed to stimulate investment in the Pensacola Front Porch Community and designated local Escambia County Community Redevelopment Areas by offering financial incentives that will encourage the proactive redevelopment of abandoned or vacant urban infill properties by private developers/builders, non-profit corporations, and other interested parties for production of affordable housing. Eligible families may qualify for a maximum HHRP/SHIP second mortgage no interest forgivable loan up to \$50,000. Approximately thirty-five (35) families have been assisted under this program during the past fiscal year.

HUD Goal 2. NA

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

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

HUD Goal 4. Through the Escambia Consortium and its participation in the Homeless Coalition and local Fair and Affordable Housing Committees, the

Pensacola Housing Department continues to support just and fair housing opportunities to all residents of Escambia, County and attend Fair Housing training on an annual basis. Staff is working with Fair Housing officials from Tallahassee to complete a mass mailout to all participants. This educational material will inform tenants what Fair Housing encompasses and how to access the resources.

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

HUD Goal 5b. The Disaster Voucher Waiting List continues to be open to the families displaced by Hurricane Ivan. Approximately 189 families have received Disaster Vouchers. Eighty of these families are under lease and receiving rental assistance.

HUD Goal 5c. The Housing Agency is in the process of developing an emergency plan. Hurricane Awareness Packets have been developed and are distributed to tenants and landlords. A form was sent to all participating landlords requesting their current contact information including emergency phone numbers and email addresses. We are using this to create a database with the landlords information and encouraging them to work with their tenants. Additionally, we have requested that they have an emergency evacuation plan for their tenants. We anticipate by implementing this plan that we will have a quicker response time in the event of another natural disaster.