

# PHA Plans

## Streamlined 5-Year/Annual Version

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

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

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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 to certain 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.

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# Streamlined 5-Year Plan for Fiscal Years 2007 - 2011

## Streamlined Annual Plan for Fiscal Year 2007

**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. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

## Streamlined Five-Year PHA Plan Agency Identification

**PHA Name:** Raleigh Housing Authority    **PHA Number:** NC-002

**PHA Fiscal Year Beginning:** (mm/yyyy) 04/2007

**PHA Programs Administered:**

**Public Housing and Section 8**     **Section 8 Only**     **Public Housing Only**  
 Number of public housing units: 1625    Number of S8 units:    Number of public housing units:  
 Number of S8 units: 3537

**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:				

**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 and attachments (if any) 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)

## Streamlined Five-Year PHA Plan PHA FISCAL YEARS 2007 - 2011

[24 CFR Part 903.12]

### A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here) to provide safe, quality, affordable housing to low and moderate income families in the Greater Raleigh community; and to promote personal responsibility and self-sufficiency of residents while maintaining the fiscal integrity of the agency.

### 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: **Replacement vouchers for Chavis Heights and other vouchers if funding made available by HUD.**
  - Reduce public housing vacancies: **Maintain 99% occupancy**
  - Leverage private or other public funds to create additional housing opportunities: **Secure the funding needed to complete the market rate units in the 2003 HOPE VI plan for Chavis Heights**
  - Acquire or build units or developments: **Complete 2003 HOPE VI**
  - Other (list below) **Seek HOPE VI funding to redevelop Walnut Terrace. RHA applied for this funding in July 2006 but was not awarded.**
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management: (PHAS score) **Maintain score of 95 or better**

- Improve voucher management: (SEMAP score) **Maintain score above 100**
- Increase customer satisfaction: **Develop and implement strategies to improve communication and agency responsiveness.**
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) **Prepare for asset management conversion, voucher utilization rates at 99% and improved customer service.**
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing: **Redevelop Walnut Terrace to address design deficiencies and deteriorating systems.**
- Provide replacement public housing: **Replace units demolished at Walnut Terrace and Chavis Heights**
- Provide replacement vouchers: **Seek vouchers for units lost at Chavis Heights.**
- Other: (list below)
  - **RHA may sell an office building located at 420 N. Boylan Avenue in the next few years.**
  - **Maintain unit turn times at less than 14 days for public housing units and in all cases turn units in less than the HUD standard of 20 days.**
  - **Complete tenant generated work orders in three working days and all other work orders in five working days.**
  - **Continue efforts to identify income discrepancies in all housing programs. RHA will make every reasonable attempt to recover assistance paid to families to which they are not entitled.**

- 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: **RHA has an approved Section 32 Homeownership Plan and is in the process of preparing buyers.**
    - Implement public housing site-based waiting lists: **Continue Capitol Park and single family home waiting lists. Another site-based list will be established for the redeveloped Chavis Heights.**
    - Convert public housing to vouchers:
    - Other: (list below)
      - Complete a tax credit senior building at the 2003 HOPE VI site**

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

- PHA Goal: Provide an improved living environment
  - Objectives:
    - Implement measures to deconcentrate poverty by bringing higher income public

- housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements: **As funding sources can be identified, RHA will enhance security through the use of after-hours police officers, security cameras and other initiatives with the police department. The police have provided suggestions for the redeveloped Chavis Heights and provided comments as it relates to CPTED. Some of these suggestions have been incorporated. RHA will also check the criminal records of applicants and at public housing recertifications. RHA works closely with the Raleigh Police Department to track crime in both public housing and section 8 units. RHA will follow up on any crime in its programs.**
  - 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: **Continue to offer incentive housing for working families to reward work. Continue the efforts of the Welfare to Work as a local program to require families to work in order to receive section 8 assistance.**
  - Provide or attract supportive services to improve assistance recipients' employability: **RHA has identified a local partner to provide life skills training, employment assistance and support to enable families to maintain housing and prepare for home purchase within 3 years.**
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)
 

**In order to support the efforts of the local initiative known as the Ten Year Plan to End Homelessness, RHA has agreed to provide a preference for referrals from the Circles of Support for participating homeless families to enroll in the Welfare to Work Voucher Program. RHA has HUD approval to continue the Welfare to Work Program and participants must work at least 35 hours per week to maintain eligibility. In the first year, RHA anticipates that 20 families will be assisted and if all goes well this number may increase to 40 families per year.**

**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) **Review requests for reasonable accommodations and address them on case by case basis.**

**Other PHA Goals and Objectives: (list below)**

- **Continue to seek ways to make the voucher program more cost efficient.**
- **Develop strategies for reducing utility costs.**
- **Continue to move toward project-based tracking of income and expenditures.**
- **Continue to consider or pursue non-federal sources for funding affordable housing.**
- **Implement the Section 32 Homeownership Plan to sell at least 10 homes to public housing residents.**
- **RHA has had a Single Room Occupancy (SRO) program operated in partnership with Wake County Human Services for a number of years. The situation has arisen where the four SRO program participants are being displaced because their building is being demolished. Wake County has agreed to provide the housing subsidy for these four disabled persons until such time as RHA is able to issue them a tenant-based voucher. RHA has agreed to provide four vouchers to these participants once RHA is able to issue vouchers again.**
- **Consider participation in the Moving to Work Program depending on the requirements.**

# Streamlined Annual PHA Plan

## PHA Fiscal Year 2007

[24 CFR Part 903.12(b)]

### Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

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<input checked="" type="checkbox"/>	13. Capital Fund Program 5-Year Action Plan <b>File Attachment D</b>	
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#### B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

**Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;**

**Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.**

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

**Form HUD-50070, *Certification for a Drug-Free Workplace*;**  
**Form HUD-50071, *Certification of Payments to Influence Federal Transactions*;**  
**Form SF-LLL & SF-LLLa, *Disclosure of Lobbying Activities*.**

**Executive Summary (optional)**

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan. The Raleigh Housing Authority continues to seek and develop strategies to reduce the cost of operating public housing and administering the Housing Choice Voucher program. RHA is moving ahead with implementation of project-based accounting/ asset management and is converting its processes to comply. RHA is moving ahead with the redevelopment of Chavis Heights through use of a 2003 HOPE VI grant. RHA applied for a HOPE VI grant to redevelop Walnut Terrace. Since this grant was not awarded, RHA will continue to pursue options to revitalize this property over the next five years. If HOPE VI remains an option, RHA will likely reapply. If not, other means of redevelopment will be considered. RHA continues to maintain its public housing stock and recently received a grade of "A" for its public housing program. RHA continues to house families in its public housing program as units become vacant. Currently, RHA's Housing Choice Voucher program is fully leased and has not been able to issue any new vouchers to families on the waiting list in calendar year 2006. The voucher program also received a grade of "A" from HUD. RHA will continue to house families with incomes at or below 30% area median income as its primary target population. Several new partnerships will be implemented in the upcoming year to assist special populations. In cooperation with the Ten Year Plan to End Homelessness, RHA has agreed to provide some of its Welfare to Work vouchers to homeless persons who are making satisfactory progress toward maintaining full time employment. This effort will offer voucher assistance. In the public housing program, RHA has identified a local partner to assist public housing families to become self-sufficient through job training, employment and eventual home purchase. These initiatives will be evaluated to determine their effectiveness to determine whether the program should be expanded, maintained or eliminated.

**1. Statement of Housing Needs** [24 CFR Part 903.12 (b), 903.7(a)]

**A. 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 PHA's Waiting Lists</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	5864	20%	1200
Extremely low income <=30% AMI	5609	96%	
Very low income (>30% but <=50% AMI)	251	4%	
Low income (>50% but <80% AMI)	4	<1%	
Families with children	3782	64%	

Housing Needs of Families on the PHA's Waiting Lists			
Elderly families	353	6%	
Families with Disabilities	990	17%	
Able-bodied singles	739	13%	
Race/ethnicity(Black)	5274	90%	
Race/ethnicity (White)	530	9%	
Race/ethnicity (Nat. Amer.)	19	.03%	
Race/ethnicity (Asian)	36	.06%	
Race not provided	5	.01%	
<b>** Numbers do not equal 100% due to rounding</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 checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the PHA's Waiting Lists			
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	2042	55%	1128
Extremely low income <=30% AMI	2004	98%	
Very low income (>30% but <=50% AMI)	37	2%	
Low income (>50% but <80% AMI)	1	<1%	
Families with children	787	39%	
Elderly families	91	4%	
Families with Disabilities	638	31%	
Able-bodied singles	526	26%	
Race/ethnicity (Black)	1844	90%	
Race/ethnicity (White)	172	8%	
Race/ethnicity (Am Ind)	7	.03%	
Race/ethnicity (Asian)	12	.06%	
Race/ethnicity (Other)	7	.03%	

Housing Needs of Families on the PHA's Waiting Lists			
<b>** Numbers do not equal 100% due to rounding</b>			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1578	77%	100
2 BR	349	17%	350
3 BR	103	5%	175
4 BR	10	<1%	55
5 BR	2	<1%	7
5+ BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input type="checkbox"/> Yes			

## B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **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)

**Continue to develop strategies that enable RHA to operate in a cost effective manner.**

**Continue to use Enterprise Income Verification and other sources of income information to make sure program participants are accurately reporting income to ensure that limited federal resources are used appropriately.**

**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. **RHA will issue housing bonds that meet certain agency criteria.**
- 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)  
**RHA will provide housing assistance using its public housing stock and vouchers to encourage work and home purchase combined with supportive services offered by local partners.**

**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)
  - **Issue housing bonds that meet the criteria established by RHA which includes items such as promoting affordable housing outside of areas of minority concentration, reputable developers with a track record of quality development and management.**

**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)

**RHA is currently constructing a 55-unit senior building as part of HOPE VI.**

**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)

**RHA has a preference for disabled single persons over non-elderly, non-disabled singles.**

**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) **Provide information to applicants to show them the high poverty areas of the county.**

**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 903.12 (b), 903.7 (c)]

List on the following table 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	4,095,901	
b) Public Housing Capital Fund	2,602,046	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	29,107,786	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>Capital Fund Replacement Housing</b>	377,924	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
a) HOPE VI Revitalization	1,948,562	
b) Public Housing Capital Fund	2,347,451	
c) Capital Fund Replacement Housing	176,802	
d) HOPE VI Neighborhood Network	204,179	
<b>3. Public Housing Dwelling Rental Income</b>	3,033,718	
Excess Utilities	20,000	
Other income (Late & Maintenance charges)	193,000	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
<b>4. Other income</b> (list below)		
Interest Earned	269,450	
Nondwelling Rental	88,812	
<b>4. Non-federal sources</b> (list below)		
<b>a) Project Self-Sufficiency</b>	11,209	
b) Rooftop Rental	85,451	
c) Management fees	123,325	
<b>Total resources</b>	<b>44,685,616</b>	

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

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

#### **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 ) **Top 50 applicants by date and time of application and bedroom size needed.**

When families are within a certain time of being offered a unit: (state time)

Other: (describe)

**Any time verifications are more than 120 days old**

**Criminal records are checked before applicants are added to the waiting list.**

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

Criminal or Drug-related activity

Rental history

Housekeeping

Other (describe)

- **Credit histories looking for rental and property damage information – not credit worthiness.**

- **Any outstanding charges owed to RHA in any of its rental assistance programs.**

- **Criminal records for felony drug-related and criminal charges within 7 years of the date of the application. Violent or drug-related offenses within 3 years of application.**

- **History of defrauding RHA**

- **Registered sex offender status**

- 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)

RHA subscribes to an online service for checking nationwide criminal records as well as local.

**(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 (**Site-based communities only.**)
- Other (list below)

c. 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 d. **YES**

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
Scattered sites NC 2-31 (20 units)	4/1/03	18- Black 2 – White 1- Vacant 0- Disabled	20 –Black 0 – White 0 – Disabled	10% -.06
Scattered Sites NC 2-32 (35 units)	4/1/03	31 – Black 2 – White 1 – Hispanic 2- Disabled	33 – Black 1 – White 1 – Hispanic 0 – Disabled	6% -4% 0 -6%

Scattered Sites NC 2-33 (38 Units)	4/1/03	36 – Black 1 – White 1 – Hispanic 0- Disabled	37 – Black 1 – White 2 – Hispanic 0- Disabled	2% 0 .02% 0
Scattered Sites NC 2-34 (25 units)	4/1/03	23 – Black 1 – White 1 – Hispanic 0 – Disabled	23 – Black 0 – White 2 – Hispanic 0 – Disabled	0 -.04 .04 0
Scattered Sites NC 2-35 (41 units)	4/1/03	39 – Black 1 – White 1 – Hispanic 0 – Disabled	38 – Black 1 – White 2 – Hispanic 0 – Disabled	-2% 0 3% 0
Capitol Park NC 2-36 (60 units)	3/24/03	51 – Black 9 – White 0 – Hispanic 27 – Disabled	54 – Black 5 – White 1 – Hispanic 26 – Disabled	5% -7% .16 -.02
Scattered Sites NC 2-37 (13 units)	4/1/03	13 – Black 0 - Disabled	12 – Black 1 – Hispanic	-8% 7%
Scattered Sites NC 2-38 (55 Units)	12/20/04	52 – Black 1 – White 1 – Hispanic 1- Vacant	No changes in occupancy, except vacant unit destroyed by fire.	

2. What is the number of site based waiting list developments to which families may apply at one time? 2 **All of the scattered site single family homes are included in one waiting list. The other two sites are HOPE VI developments with the third being added once the Chavis Heights HOPE VI is completed.**

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? 1

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:

d. 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 subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? **3**

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? **1**

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

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: **If families need to be on the bus line RHA will offer them a unit on the bus line – sometimes this is not known until a unit is offered. If the family has a compelling need to be near employment (walk to work) or has special unit needs such as a flat unit.**

**(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
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below) **RHA may transfer a family if it necessary for the family to maintain employment.**
- Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

- **Elderly and near elderly singles over able-bodied singles**
- **Disabled singles over able-bodied singles.**
- **Elderly persons raising minor children.**
- **Mobility impaired applicants when a mobility accessible unit is available.**
- **Participants making satisfactory progress under Step Up Ministries program that requires full time work and prepares the family for home purchase.**

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.

**1** Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2** Victims of domestic violence (**Limited to five per year.**)
- Substandard housing

- Homelessness
- High rent burden

Other preferences (select all that apply)

- 2 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
- 2 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)

- **2 Elderly and near elderly singles over able-bodied singles**
- **2 Disabled singles over able-bodied singles.**
- **2 Elderly persons raising minor children.**
- **2 Mobility impaired applicants when a mobility accessible unit is available**
- **2 Participants in the Step UP Program that have completed their orientation and are committed to working and eventual home purchase receive a preference for up to 20 placements per year.**

4. Relationship of preferences to income targeting requirements:

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

### **(5) Occupancy**

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

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

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

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

### **(6) Deconcentration and Income Mixing**

a.  Yes  No: 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 on the following table:

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

## 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):
  - 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? **\*\* see below**
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- \*\* RHA checks criminal records nationwide through an online vendor for applicants.**
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below)

**Rental histories for persons who resided in public housing.**

**Any outstanding balances owed to RHA from any of its programs.**

### (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) **Housing application may be downloaded from the RHA web page.**

**(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: **Disabled persons may have 120 days to seek a housing unit. If families have had health issues to prevent them from looking and can provide proof of this, an extension will be granted. RHA requires families to provide information on their efforts to find a unit. If they have been looking but have not been able to find a suitable unit, an extension may be granted. This is not automatic and must be requested.**

**(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 (**Limited to five placements per year**)
- 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)
  - Elderly and disabled singles over able-bodied singles.
  - Families with legal custody of minor children over single persons who are also paying more than 35% of the household income for rent.
  - Successful participants in the Ten Year Plan to End Homelessness Circles of Support initiative receive a preference for the Welfare to Work Program only.
  - Displaced public housing families requesting a voucher for relocation.

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.

1 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence (**Limited to five placements per year.**)
- 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
- 2 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other (list below) **Through contact with the local TANF agency or other advocates for special recipient groups.**

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

[24 CFR Part 903.12(b), 903.7(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 of the following two)

- The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less

- HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))
- 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:

**Any household claiming zero income must complete a questionnaire that describes the amenities they have such as cable, cell phones, etc. They must also explain how it is they are able to buy personal items such as clothing, make up and personal items. This questionnaire must be completed for each month that the family seeks exemption from the minimum rent. RHA may not pursue eviction for these families unable to pay the minimum rent but RHA does expect a monthly explanation of how they are able to live without any income.**

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

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

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

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**

a. 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) **Availability of HUD funding.**

**Rental vacancy rates in the local community.**

**(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)

**Any household claiming zero income must complete a questionnaire that describes the amenities they have such as cable, cell phones, etc. They must also explain how it is they are able to buy personal items such as clothing, make up and personal items. This questionnaire must be completed for each month that the family seeks exemption from the minimum rent.**

**5. Capital Improvement Needs**

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

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

**A. Capital Fund Activities**

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

**(1) Capital Fund Program**

- a.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b.  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 of sub-component 5B: 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) Hope VI Revitalization**

- a.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below 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)  
 Development name: **Chavis Heights**  
 Development (project) number: **NC 2-1 and NC 2-3**  
 Status of grant: (select the statement that best describes the current status)  
 Revitalization Plan under development  
 Revitalization Plan submitted, pending approval  
 Revitalization Plan approved  
 Activities pursuant to an approved Revitalization Plan underway
  
- c.  Yes  No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below: **Walnut Terrace**
  
- d.  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: **Walnut Terrace if the HOPE VI is awarded.**
  
- e.  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:

**6. Demolition and Disposition**

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Walnut Terrace
1b. Development (project) number: NC 2-5
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" 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: <b>TBD by NOFA date in 2007</b>
5. Number of units affected: <b>300</b>
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <b>TBD</b> b. Projected end date of activity:

<b>Demolition/Disposition Activity Description</b>
1a. Development name: 420 N. Boylan Avenue (Office space)
1b. Development (project) number: None
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" 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: <u>12/30/07</u>
5. Number of units affected: <b>0 Office space</b>
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: TBD b. Projected end date of activity: TBD

<b>Demolition/Disposition Activity Description</b>
1a. Development name: 6040 Ladish Lane – Scattered Site
1b. Development (project) number: NC 2-38
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/> Single family home destroyed by lightning. Clear the site and sell the vacant lot.
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: <u>3/1/07</u>
5. Number of units affected: <b>1</b>
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: 5/1/06 b. Projected end date of activity: 6/30/07

## **7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**

[24 CFR Part 903.12(b), 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**

#### 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 below:

#### 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):

- a.  Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family’s resources.
- b.  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.
- c.  Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d.  Demonstrating that it has other relevant experience (list experience below).

## **8. Civil Rights Certifications**

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual*,

Standard Five-Year, and Streamlined Five-Year/Annual Plans, which is submitted to the Field Office in hard copy—see Table of Contents.

## **9. Additional Information**

[24 CFR Part 903.12 (b), 903.7 (r)]

### **A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan**

*(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2007 - 2011)*

**RHA has maintained occupancy in public housing at 99% and the voucher program is 100% utilized. RHA's PHAS Score is 96% and SEMAP is 105%. RHA seeks to maintain this level of performance. RHA also achieved its first "A" on the physical inspection of the public housing units. RHA is making progress toward constructing all of the unit types approved in the 2003 HOPE VI grant. RHA applied in July 2006 for another HOPE VI for the Walnut Terrace community that was not awarded. RHA will likely seek another HOPE VI if the grant is available. RHA has secured approval of its Section 32 Homeownership program and is in the process of identifying and qualifying buyers.**

**RHA continues to complete tenant-generated work orders in 3 work days or less. Vacant units are returned to occupancy in less than 14 days.**

**RHA is converting over to asset-based management as required. Additional funding sources are being sought as appropriate. Security continues to be an issue of importance to RHA. Currently RHA funds off-duty police officers to increase security although this may not continue as funds continue to decrease.**

**RHA continues to develop and nurture relationships with community partners that provide supportive services. These services assist all public housing families although there is an emphasis on families impacted by HOPE VI activities. Services to assist with employment for the able-bodied, and other assistance to aid the elderly and disabled to continue to live independently are the primary areas of focus. RHA is also in the process of finalizing a partnership with the Ten Year Plan to End Homelessness Circles of Support group to provide Welfare to Work vouchers for previously homeless persons.**

**Strategies to make the best use of diminishing federal funding are also important issues. RHA continues to minimize operational costs through improved operating efficiency. RHA continues to seek repayment of assistance provided to families that is more than they are entitled to receive. RHA continues to seek non-federal sources of funding to support its ongoing operations.**

### **B. Criteria for Substantial Deviations and Significant Amendments**

#### **(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

a. Substantial Deviation from the 5-Year Plan – These would be issues that would be of a lasting effect defined as more than one year. This would also include items that were new to the plan and not elsewhere included. There are steady changes coming out of Washington that may require RHA to adjust its strategies and procedures. RHA makes every effort to anticipate changes to avoid major changes to the five year plan.

b. Significant Amendment or Modification to the Annual Plan – These changes are items that would affect a majority of program participants. If a change affects less than 5% of the population, it would not be considered a significant amendment. If the change is only a short term change, i.e. less than one year, then it is not considered significant. Significant changes would require a public review and comment period in order to be put into effect. Examples of a significant change would be the closing of the waiting list, implementation of a Section 8 homeownership program and a redevelopment of a public housing community. All of these items would have a significant impact.

### **C. Other Information**

[24 CFR Part 903.13, 903.15]

#### **(1) Resident Advisory Board Recommendations**

a.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below:

**The meeting was held on November 15, 2006 at the offices of the Raleigh Housing Authority. RHA provided transportation and lunch for attendees. RHA provided copies of this agency plan, the Admissions and Occupancy Policy and the Section 8 Administrative plan. RHA informed the residents of an upcoming community meeting to discuss both of these plans and encouraged them to attend. RHA provided both a mailing address and an email address for written comments on any of these plans. Some of the comments made by the members follows:**

- **RHA is increasing the security deposit for public housing from \$250 to \$500. This is due in large part to the implementation of the asset management/project-based management of public housing. The security deposit needs to be able to cover the costs of repairs once the family vacates. Residents were supportive of this provided that RHA allowed the amount to be paid in several installments. There was no consensus on the number of months a family should have to pay this deposit, but most agreed that two or three months would be reasonable.**
- **There was a lengthy discussion of the shift to asset management. Residents do not fully understand this change and wondered why it was necessary. RHA indicated that it does not support this shift but that the agency has no choice except to comply. Staff suggested that HUD is implementing this**

approach as a cost saving measure. One resident commented that it might save HUD some money but that residents would see their costs increase. Residents were particularly concerned about the Capital Fund once it is shifted to the various communities. Most of RHA's properties are 50 units or less and residents are concerned it could take many years to accumulate enough funding to make a major improvement such as a roof replacement. Another resident asked what they could do to stop this switch. Staff informed them that only HUD or Congress could change this process now.

- **The Violence Against Women Act was discussed along with the RHA's policy to provide a preference for victims of domestic violence. Generally the group is sympathetic toward the issues of victims of domestic violence but there are also concerns. Specifically, the RAB was concerned about the arguments and fights that occur between boyfriends and girlfriends over cheating. This is a frequent source of community disruption and the public housing residents do not want RHA to tolerate this activity. The RAB also wanted RHA to put protections in place for the majority of residents who are not involved in this type of activity. They also wanted to know how RHA is going to keep a victim from telling her abuser where she is so that the problem continues and follows the family wherever they go? RHA responded that it intends to still pursue evictions or voucher termination for repeated disturbances or where the threats and assaults extend to others in the community. The RAB is concerned about this potential impact.**
- **What does RHA plan to do about Walnut Terrace since the HOPE VI grant was not awarded? The staff responded that RHA would continue to seek options of redeveloping this nearly 50-year old site. It appears that the HOPE VI program may be reauthorized at the full funding level. If this happens, RHA will likely reapply provided our Board decides to go for it. Several residents mentioned that they know folks that live in Walnut Terrace who were very disappointed this grant was not awarded.**
- **When RHA finishes the Chavis Heights redevelopment, who gets to live there? Staff indicated that former residents will have the first opportunity to move back to the redeveloped site. After that anyone can apply for the new community including residents of other public housing communities.**
- **RHA discussed the minimum rent of \$50 to see if the residents continue to believe this is a fair rent. Several members in attendance stated that given the financial issues facing RHA due to project-based management and funding cuts, shouldn't RHA increase the minimum rent to \$100? Staff explained that current HUD policies do not allow RHA to set the minimum rent above \$50.**
- **There was a discussion regarding the problems that are occurring in the**

public housing communities due to residents with "mental problems." Residents feel that RHA is serving a "disproportionate" number of persons with mental illness. RHA explained that a disability is a disability and that RHA does not get into the nature of the disability because it is illegal to do so. Staff also explained that applicants are admitted and then all RHA can do is document problems with the family and attempt to evict families that are causing problems. Staff reminded everyone that a judge must uphold RHA's lease termination and that does not always happen especially for disabled persons.

- RHA discussed its proposed policy change to prevent moving during the lease term under the voucher program. Most persons in attendance thought that a lease could be ended at any time and one person thought all leases were month to month. Staff explained that leases are generally for one year. Staff discussed the reasoning behind this change which is to stop RHA from paying two landlords in one month for the same family. RHA explained that this change will not keep families from moving but they must plan ahead and work around the lease end dates. No one in attendance had a problem with this.
- There was also a discussion about HQS inspections and tenant damages. Participants were reminded that when there are ongoing maintenance problems with a unit that are not repaired, the family should notify RHA in writing of this problem in order to get a special inspection completed to determine the issues. Staff also indicated that the policy was being revised to require that a landlord notify RHA BEFORE the annual HQS inspection if there are any tenant damages. The reason for this is that a landlord will not inspect a unit before RHA comes out and when the unit fails, some landlords then attempt to assign the responsibility to the tenant in order to continue getting HAP. The membership supported this approach and felt that this would protect the family from a landlord taking advantage of them. There were several anecdotal stories about landlords taking advantage of voucher recipients. The staff pressed for specific cases in order to investigate but participants would not name specifics or stated that the family no longer lives under that landlord.
- There also appears to be some animosity between voucher holders and public housing residents. Public housing residents feel that too much money is wasted on paying the high rents charged in the private market and that public housing is being under-funded as a result. The voucher holders indicated that they had a choice and it is not their fault how the program works.
- RHA informed the RAB members that there has been a request for their names and contact information from a community member, who also

**happens to be a Section 8 landlord. RHA asked if they wanted this information shared? The answer was a resounding no. Most members stated that they are busy enough without having outsiders contacting them to stir up trouble. Most agreed that these folks only want to speak with them in order to undermine the housing authority and if that is their purpose they need to deal directly with the housing authority. The staff responded that we are asked for the contact information as part of submitting this plan to HUD and could not guarantee that HUD would not pass this information along. A participant asked could we provide limited information that did not provide specific street numbers and certainly not phone numbers. Staff agreed to limit the information to name and street only – not street number.**

**Residents were reminded of a public meeting coming up on 11/21 to discuss the public housing and voucher policy changes. All were encouraged to attend. The meeting closed with a reminder to submit all written comments on any of these issues by 11/30/06. No written comments were received from the RAB members.**

b. 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: Limited the personal information provided as part of the listing of Resident Advisory Board membership.**
- Other: (list below) **RHA will track the families that seek protection under the VAWA over time to see if there are any issues or significant impact on the quality of life in the community.**

## **(2) Resident Membership on PHA Governing Board**

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

Yes  No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: **Ms. Doris Wrench**

Method of Selection:

- Appointment  
**The term of appointment is (include the date term expires): 5/20/02 – 5/20/07**

- Election by Residents (if checked, complete next section--Description of Resident Election Process)

**Description of Resident Election Process**

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)

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)

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)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis  
 The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.  
 Other (explain):

Date of next term expiration of a governing board member: *5/20/07*

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position): **Charles Meeker, Mayor of the City of Raleigh**

**(3) 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).

**Consolidated Plan jurisdiction: (provide name here) City of Raleigh**

a. 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 list 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) **The plan has been available for public review and comment for at least 60 days. Its availability has been advertised in the local newspaper and also announced at community meetings. Copies of the plan have been provided to the city for review by staff and posting on their web page. RHA staff attended one of the public hearings for the city's consolidated plan and addressed citizen questions. RHA staff was also available at the City council meeting to address any concerns raised by council members.**

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

- **The city provides soft-second mortgages to first time home buyers which RHA plans to use for the sale of its single family homes under the Section 32 Homeownership Plan to sell 10 public housing units.**

**(4) (Reserved)**

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

**10. Project-Based Voucher Program**

a.  Yes  No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.

b.  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:)

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

### 11. List of Supporting Documents Available for Review for Streamlined Five-Year/ 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>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year 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
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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" 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
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types	Annual Plan: Operations

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
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 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
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	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
X	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
X	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
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	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
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: 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 PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

Attachment A  
List of Resident Advisory Board Members

<u>DEVELOPMENT NO./NAME</u>		<u>MEMBER/ADDRESS</u>	
NC 2-5	Walnut Terrace	LeKesha Johnson	Walnut Street
NC 2-6	Glenwood Towers	Ronald Diggs	Glenwood Towers
NC 2-7	Kentwood	Vickie Weston	Neeley St.
NC 2-10	The Oaks	Lottie Moore	Lipscomb Ct.
NC 2-11	Mayview	Sharita Fowlkes	Mayview Rd.
NC 2-12,13	Heritage Park	Josephine McCullers	Dorothea Drive
NC 2-14	Meadow Ridge	Barbara Sneed	Meadowridge Dr.
NC 2-15	Carriage House	Doris Wrench	Carriage House
NC 2-19	Valleybrook	Evangeline Heard	Leafcrest Court
NC 2-20	Eastwood	Gladys McKnight	East Davie Street
NC 2-21	Stonecrest	Juliette Palmer	Haresnipe Court
NC 2-22	Terrace Park	Lisa Jackson	Winter Place

**Voucher Representatives**

**Lelia Sanders – Snowberry Drive, Raleigh, NC 27601**

**Greta Smith – Advantis Drive, Raleigh, NC 27610**

**Betty Frazier – Fountain Drive, Raleigh, NC 27610**

## **Attachment B**

### **Violence Against Women and Justice Department Reauthorization Act of 2005 (VAWA)**

The Raleigh Housing Authority has had a limited preference for the victims of domestic violence since 1999. RHA provides five vouchers and five public housing units to victims of domestic violence. Every year the vouchers are used but the public housing units are not. RHA requires that referrals for this preference come from an organization that is providing ongoing counseling and other assistance to the abused family. RHA also requires that the family have a restraining order in place against the offender. These requirements were added in response to discussions with public housing residents. The residents were fearful that allowing a person involved in domestic violence into their community would bring violence and police activity into the community and put residents in danger. RHA's compromise with the residents was to limit the number of preferences allowed each year, require ongoing counseling, and have a restraining order in place against the abuser.

HUD issues its guidance on VAWA in December. Copies of HUD 50066 have been distributed to the voucher and public housing staff. The staff has also been informed of this Act and the additional protections provided to victims of domestic violence. RHA will provide written notice to all current residents of public housing and voucher recipients by the end of the current fiscal year which is 3/31/07. RHA is developing the materials for the notice and also developing a plan for providing this information to both voucher holders and public housing residents.

## **Attachment C**

### **Raleigh Housing Authority and Affiliate Activities**

#### **History**

The Raleigh Housing Authority (RHA) and its wholly-owned subsidiary Capital Areas Developments, Inc. (CAD) have been partners since the late 1980's. Some of the early activities involved the development of a 12-unit first time buyer's townhome community. The last of these units was sold in 1997. Another effort was the construction of 20 duplexes for first time buyers. These units were in a community development area and RHA developed this project in cooperation with the City of Raleigh. CAD sold these units in 1999. In 1992 CAD purchased a Section 42 property that consists of 107 units. The rents for this property are slightly less than market rate. The complex is 95% leased and is still owned by CAD and managed by RHA through a management agreement.

#### **Current Activities**

Once RHA began seeking a HOPE VI grant to redevelop the Halifax Court public housing community, CAD became more active in development activities. This redeveloped community is known as Capitol Park. Part of the redevelopment was a tax credit senior building. RHA does not qualify to receive these credits but CAD does. CAD applied for and received tax credits from the North Carolina Housing Finance Agency to fund a 90-unit senior building. This building, known as Parkview Manor, has won a number of awards for its appearance. It is 99% occupied. RHA manages this building through a management agreement with CAD. RHA manages these units for 11% of the gross income.

CAD also secured the private mortgage funding needed to construct the 60 market rate units built on the HOPE VI site. These units include townhomes and single family homes. CAD pays RHA a management fee to provide the management and maintenance for all its units at Capitol Park. RHA manages the market rate units for 6% of the gross income.

In 2003 RHA received its second HOPE VI grant to redevelop Chavis Heights. CAD is the developer of record for this redevelopment. CAD applied for and received tax credits in excess of \$6.4 million to develop a 55-unit senior building at Chavis Heights. RHA used HOPE VI funding to relocate the residents, demolish the buildings and install the infrastructure. CAD purchased the improved land from RHA for \$564,500 to construct the tax credit building. RHA then sold 22 lots to CAD to construct the market rate units for \$22. CAD will construct 27 unsubsidized units on these lots. RHA sold the lots for this reduced price as an incentive for CAD taking the risk to develop these rental units in this area of the city. CAD has secured a construction loan from Branch Banking and Trust Company in the amount of \$1.6 million to build these units. CAD is also putting in \$11 of its own equity for the development of the market rate and tax credit units. RHA will manage and maintain these units under a management agreement with CAD.

#### **Proposed Activities**

RHA applied for a HOPE VI grant to redevelop the Walnut Terrace public housing community in the summer of 2006. RHA was not awarded this funding. If this grant opportunity remains available, it is likely RHA will reapply. CAD is RHA's primary partner for this proposed redevelopment. It is anticipated that CAD will apply for tax credits for its third senior building as part of this redevelopment. The Walnut Terrace site consists of more than 27 acres which would support a larger tax credit building. RHA anticipates this building will be for 90 to 100 senior units. CAD would also provide any market rate units that go onto the site. Due to the acreage available at this site, CAD will likely develop 50 to 100 market rate units. All of these numbers are subject to the grant requirements, cost of construction, and market forces at the time of the redevelopment. CAD will likely be the developer for this revitalization effort as well.

## Attachment D

### Agency Plan Public Review and Comment

**Public Notice:** The agency plan was advertised in the *News and Observer* on October 8, 2006 and October 11, 2006. The plan was also posted on the City of Raleigh web page prior to a public meeting on the City's Consolidated Plan held on November 2, 2006. RHA hosted a break out session at this hearing to discuss RHA's plan with interested citizens. On November 21, 2006, RHA hosted a public meeting to discuss the revisions to the Housing Choice Voucher Administrative Plan and the public housing Admissions and Occupancy Policy. This meeting was also advertised in the local newspaper.

On Thursday, November 9, 2006 the RHA Board of Commissioners conducted a public hearing on the Agency Plan. The following are the minutes of this meeting.

Commissioner Hardy opened the public hearing and turned the meeting over to Steve Beam.

Mr. Beam said that this public hearing is required by HUD to review the Agency Plan (an annual document RHA prepares that gives the policies of the Agency in general terms). The plan has been posted on the City of Raleigh's website for the past week and has been discussed at the City's planning meeting for their consolidated plan. This year's plan incorporates items already approved by RHA's Board of Commissioners but are in the plan for the first time. Some of those items include:

- Continuing to pursue the HOPE VI grant for Walnut Terrace
- Implementing the Section 32 Homeownership Plan
- Setting aside the 4 vouchers for the Single Room Occupancy Program (with Wake County)
- New partnership with StepUp Ministry
- Discussion of the HUD-required shift to asset management
- Moving-To-Work Program

The plan has a continued moratorium on the Section 8 Homeownership Program. As discussed previously with the Board, RHA feels there are too many loopholes in the program. Looking at an analysis of the Section Eight waiting list, 96% of the people on the list are in the "extremely low income" category. If they were able to purchase a unit with their voucher assistance, they would have difficulty maintaining the unit because of their limited income. Also, with all of the other HUD changes that are currently taking place (including the switch to asset management) RHA feels time could be spent more productively dealing with those issues rather than developing a local Homeownership Program.

A meeting will be held with the Resident Advisory Board between now and next month when a vote will be needed for the Agency Plan. In addition, there will be a public meeting on November 21<sup>st</sup> at 6:00p.m. – at 871 Harp Street. At that meeting staff will talk in detail about the Section Eight plan and the Public Housing plan. Both plans, along with feedback from the meetings, will be brought to the Board at the December meeting.

There is one citizen here tonight to comment on the plan - Mary Ella Hutchinson, Section Eight landlord. She has been allotted 5 minutes.

Comments from Mrs. Hutchinson:

"At the bottom of page 3, the plan states that RHA would like to develop strategies to improve communications and Agency responsiveness. I would like to know how you intend to do that."

Mr. Beam said that this hearing is for comments only; all questions will have to be reserved for the meeting on November 21<sup>st</sup>.

Mrs. Hutchinson said:

"Right now communication is at an all-time low. It is difficult to get staff to return phone calls to either landlords or

tenants. This is a huge problem and I hope it can be addressed.

Customer service is non-existent. The only way I can communicate with anyone is through email. Ms. Batts is the only one who returns my phone calls.

*Response: All three of the above comments relate to the same issue. The RHA staff returns its phone calls within a reasonable amount of time. RHA has a phone system that tracks all incoming and outgoing calls. Whenever there is a specific complaint RHA will review these records to determine the accuracy of the complaints. Previously when this landlord made this same complaint, the phone records revealed numerous phone calls to this contractor. However, the volume and frequency of calls from this landlord makes it difficult for staff to always respond quickly. In a one year period, RHA received more than 200 emails and more than 100 telephone calls from this landlord. This does not reflect the number of office visits, which is also substantial. During the same time that she called 100 times, RHA called her back 75 times. Often, calls are minutes apart which does not afford the staff any time to respond. From RHA's point of view customer service is more than returning phone calls. RHA has been reviewing its policies and procedures to improve the timeliness of actions, reduce unnecessary steps, and to communicate with the community. RHA combined with the City of Raleigh to post the agency plan on the city's web page and to participate in a breakout session at one of the city's public meetings to discuss it. (This commenter attended this meeting as well.) RHA has to respond to all of its customers and contractors in a timely manner and cannot allow one contractor to dominate the staff time. This contractor demands an inordinate amount of time in order to respond to her phone calls, emails and office visits. RHA has had a number of reviews and audits as a result of this commenter's complaints. To date, none of these reviews has found RHA to be in error, yet staff time has been taken away from the daily job duties in order to respond.*

I also hope there are plans to improve turn-around time with Section Eight units.

*This comment relates to RHA's turn times for public housing. The agency plan covers both the public housing and the voucher programs. "Turn-around time" means the time it takes to prepare a vacated unit for a new occupant. This "turn-around" time refers to the time it takes to reoccupy a public housing unit. RHA is always seeking ways to improve its responsiveness in the voucher program. There are requirements for 30-day notices and time that must be allowed for the tenants and/or employers to respond that adds to the length of time it takes to process information. Much of the processing of changes occur outside the agency and is not within RHA's control.*

The Section Eight Homeownership Program should be put back on the table. There is a huge push from Washington to provide homeownership opportunities for everyone in the country. I think everyone should have the opportunity to buy a home. I hope you will put that in your plan.

*RHA appreciates that this commenter believes everyone should be able to buy a home. In reality, home purchase is limited only to the citizens that can afford it. RHA believes that the precious amount of voucher subsidy that comes into the Wake County community should be used to assist low-income persons who cannot afford to rent a home who might otherwise be homeless without this assistance. Homeownership is not for everyone. There are many first time buyer programs and funds available to assist first time buyers. RHA prefers to maintain its voucher funding for rental assistance so that when vouchers revert back to RHA they are issued back out to other families on the waiting list, rather than being tied up for 15 years in a mortgage. With more than 5,000 families waiting for an opportunity to receive a voucher, it seems unfair to tie up the voucher funding for 15 years with a mortgage.*

With regards to offering incentive housing for working families. There are several pilot programs in other cities that reward going to work in positive ways. Right now the Section Eight program punishes people for going to work. I'm talking about stabilizing rent so that people can go to work without being penalized.

*By statute the amount of rent a family pays under the voucher program is driven by the household income. RHA provides some of the best incentive housing for working persons in the nation. RHA provides this housing through its public housing program. Families live in nearly new single family homes in communities where no one knows that the family is subsidized. Participants in both the public housing and the voucher programs pay 30% of the adjusted gross income for rent. Under the voucher program this amount may increase to 40% depending on the amount of rent charged by the landlord. Both of these programs are income based which by statute means that families with higher incomes pay higher rents. In order to charge a rent less than the family income supports would mean that RHA would need to be a Moving to Work agency. RHA may consider this option if it is made available in the near future. There has also been legislation proposed over the last few years that would give housing*

*authorities more flexibility in setting family contributions. None of these bills have been enacted into law. RHA supports more flexibility for agencies in this area.*

In your plan you said that you will identify programs to provide life skills, training, clothing assistance, and support to families to maintain housing and prepare for home purchase within 3 years. How are they going to buy a home if RHA doesn't have a Section Eight Homeownership program?

*Many families are able to purchase homes without using a voucher to do it. RHA currently has HUD approval to sell at least 10 of its public housing single family homes to the tenants that occupy them. RHA should complete three sales by March 2007. On average, two families per month leave public housing for home purchase. There appears to be a similar rate for the voucher program.*

The plan says that staff is continuing to seek ways to make the Section Eight program more cost efficient. I already know there are ways to make the program more cost efficient. There are changes that aren't being processed that's costing the Agency money (people going to work and turning in paperwork that doesn't get processed). That's a huge problem for tenants and landlords – changes not being processed in a timely manner.

*RHA and this commenter disagree on what is a "timely manner." There are requirements that RHA must meet to verify all income through third parties. This slows the process. The commenter often calculates rent for her tenants that are incorrect because her calculations are not based on verified information. RHA is testing a document scanning system that will speed the time it takes information to reach the staff person responsible for processing it. It will also allow for a better tracking system. There are times that the volume of changes coming in for the staff to process is overwhelming. RHA serves more than 3550 families under its voucher program. RHA focuses on processing decreases in income because these can be most detrimental to the tenant. RHA will continue to develop policies and procedures to speed up the processing of changes.*

We need access to the resident advisory board – we don't know when they meet. We're not getting newsletters anymore.

*The Resident Advisory Board (RAB) is comprised of public housing residents and voucher recipients. RHA invites three voucher recipients and the resident leaders from each of the 17 public housing communities to discuss the agency plan. At the meeting RHA asked the RAB members if they wanted their contact information shared with the community. The answer was a unanimous NO. These members are volunteers who do not want to be bothered by people they do not know calling them or even coming to their homes. This happens often enough to the public housing leaders. Most voucher recipients do not want it to be common knowledge that they are getting housing assistance; they just want to blend in with the rest of the community. When the staff explained that the agency plan requires a list of the members and their addresses to go in with the plan and then it becomes public information, the RAB asked if we could only identify them by community or street name only. Staff agreed to submit this information in this way. RHA no longer provides newsletters because it is an expense that was cut as a means of saving limited voucher funding.*

I see an overall functionality problem with the Section Eight office which I hope will be addressed.”

*RHA does not see an "overall functionality problem" with the Section Eight office. RHA functions very well for the majority of the tenants and landlords with which we work. RHA estimates that 80% of the complaints it receives come from this commenter and/or her tenants. There is an inordinate amount of time spent responding to issues and complaints generated by this commenter. This becomes a drain on staff time and makes it difficult to meet time lines. Landlord participation is optional.*

Commissioner Hardy closed the public hearing.

**Capital Fund Annual Statement and**

**P & E Report attached as**

**A separate file:**

**"CFP Statement"**



**13. Capital Fund Program Five-Year Action Plan**

# PHA Plan Table Library

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

### Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number 07 FFY of Grant Approval: (09/2007)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	521,609
3	1408 Management Improvements	521,609
4	1410 Administration	260,204
5	1411 Audit	2,000
6	1415 Liquidated Damages	
7	1430 Fees and Costs	80,000
8	1440 Site Acquisition	
9	1450 Site Improvement	166,711
10	1460 Dwelling Structures	606,750
11	1465.1 Dwelling Equipment-Nonexpendable	100,000
12	1470 Nondwelling Structures	20,000
13	1475 Nondwelling Equipment	105,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	10,000
18	1498 Mod Used for Development	
19	1502 Contingency	208,163
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>2,602,046</b>
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	25,000
23	Amount of line 20 Related to Security	
	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement**  
**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
Kentwood NC2-7	Erosion	1450	51,711
Scattered Sites	Painting	1460	10,000
HA-Wide	Carpet	1460	50,000
	504 Compliance	1460	25,000
	PM & E	1460	45,000
	Vinyl Floors	1460	30,000
	Lead Based Paint/Mold	1460	25,000
	Landscape	1450	50,000
	Gutters	1460	10,000
	Cabinets Occupied	1460	30,000
	Cabinets Vacant	1460	30,000
	Countertops Vacant	1460	30,000
	Countertops Occupied	1460	30,000
	VCT Replacement	1460	60,000
	Signs	1450	10,000
	Sidewalk Replacement	1450	35,000
	Unit Repairs	1460	20,000
	Tub Re-Glazing	1460	7,500
	Bathrooms Occupied Units	1460	30,000
	Bath Renovations Vacant	1460	60,000
	Vanity Replacement for Occupied Units	1460	8,750
	Vanity Replacement-Unoccupied Units	1460	14,000
	Maintenance Mech. 2-Plaster Repairs and	1460	60,000
	Trees	1450	30,000
	Dead Bolts	1460	1,500
	Siding	1460	20,000
Administration	Operations	1406	521,609
	Management Improvement	1408	521,609
	Administration	1411	260,204
	Audit	1410	2,000
	A & E	1430	50,000
	Fees & Cost	1430	30,000
	Appliances	1465	100,000
	Non-Dwelling Buildings	1470	20,000
	Non-Dwelling Equipment >1,000	1475	10,000
	Non-Dwelling Equipment <1,000	1475	10,000
	Vehicles	1475	70,000
	Computer Equipment >1,000	1475	10,000
	Computer Equipment<1,000	1475	5,000
	Relocation	1495	10,000
	Contingency	1502	208,163

**Annual Statement**  
**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
NC2-7 Kentwood	9-13-09	9-13-13

## 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>	
<b>NC2-6</b>	<b>Glenwood Towers</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Lighting</b>			<b>11,711</b>	<b>2009</b>
<b>Total estimated cost over next 5 years</b>			<b>11,711</b>	

## 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>	
<b>NC2-20</b>	<b>Eastwood</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Erosion and Gutters</b>			<b>51,711</b>	<b>2008</b>
<b>Total estimated cost over next 5 years</b>			<b>51,711</b>	

## 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>	
<b>NC2-21</b>	<b>Stonecrest</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Gutters</b>			<b>40,000</b>	<b>2009</b>
<b>Total estimated cost over next 5 years</b>			<b>40,000</b>	

## 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>	
<b>NC2-10</b>	<b>The Oaks</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Gutters and drainage</b>			<b>51,711</b>	<b>2010</b>
<b>Sewer</b>			<b>51,711</b>	<b>2011</b>
<b>Total estimated cost over next 5 years</b>			<b>103,422</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>	
<b>NC2-31/32/33/34/35/36/37</b>	<b>Scattered Sites</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Painting</b>			<b>10,000</b>	<b>2008</b>
<b>Painting</b>			<b>10,000</b>	<b>2009</b>
<b>Painting</b>			<b>10,000</b>	<b>2010</b>
<b>Painting</b>			<b>10,000</b>	<b>2011</b>
<b>Total estimated cost over next 5 years</b>			<b>40,000</b>	

**Optional 5-Year Action Plan Tables**

<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
	<b>HA-Wide</b>			
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
	Carpet		50,000	2008
	504 Compliance		25,000	2008
	PM & E		45,000	2008
	Vinyl Floors		30,000	2008
	Lead Based Paint/Mold		25,000	2008
	Landscape		50,000	2008
	Gutters		10,000	2008
	Cabinets Occupied		30,000	2008
	Cabinets Vacant		30,000	2008
	Countertops Vacant		30,000	2008
	Countertops OC		30,000	2008
	VCT Replacement		60,000	2008
	Signs		10,000	2008
	Sidewalk Replacement		35,000	2008
	Unit Repairs		20,000	2008
	Tub Re-Glazing		7,500	2008
	Bathrooms Occupied Units		30,000	2008
	Bath Renovations Vacant		60,000	2008
	Vanity Replacement for Occupied Units		8,750	2008
	Vanity Replacement-Unoccupied Units		14,000	2008
	Maintenance Mech. 2-Plaster Repairs and		60,000	2008
	Trees		30,000	2008
	Dead Bolts		1,500	2008
	Siding		20,000	2008
	Carpet		50,000	2009
	504 Compliance		25,000	2009
	PM & E		45,000	2009
	Vinyl Floors		30,000	2009
	Lead Based Paint/Mold		25,000	2009
	Landscape		50,000	2009
	Gutters		10,000	2009
	Cabinets Occupied		30,000	2009
	Cabinets Vacant		30,000	2009
	Countertops Vacant		30,000	2009
	Countertops OC		30,000	2009
	VCT Replacement		60,000	2009
	Signs		10,000	2009
	Sidewalk Replacement		35,000	2009
	Unit Repairs		20,000	2009
	Tub Re-Glazing		7,500	2009
	Bathrooms Occupied Units		30,000	2009
	Bath Renovations Vacant		60,000	2009

Vanity Replacement for Occupied Units	8,750	2009
Vanity Replacement-Unoccupied Units	14,000	2009
Maintenance Mech. 2-Plaster Repairs and	60,000	2009
Trees	30,000	2009
Dead Bolts	1,500	2009
Siding	20,000	2009
Carpet	50,000	2010
504 Compliance	25,000	2010
PM & E	45,000	2010
Vinyl Floors	30,000	2010
Lead Based Paint/Mold	25,000	2010
Landscape	50,000	2010
Gutters	10,000	2010
Cabinets Occupied	30,000	2010
Cabinets Vacant	30,000	2010
Countertops Vacant	30,000	2010
Countertops OC	30,000	2010
VCT Replacement	60,000	2010
Signs	10,000	2010
Sidewalk Replacement	35,000	2010
Unit Repairs	20,000	2010
Tub Re-Glazing	7,500	2010
Bathrooms Occupied Units	30,000	2010
Bath Renovations Vacant	60,000	2010
Vanity Replacement for Occupied Units	8,750	2010
Vanity Replacement-Unoccupied Units	14,000	2010
Maintenance Mech. 2-Plaster Repairs and	60,000	2010
Trees	30,000	2010
Dead Bolts	1,500	2010
Siding	20,000	2010
Carpet	50,000	2011
504 Compliance	25,000	2011
PM & E	45,000	2011
Vinyl Floors	30,000	2011
Lead Based Paint/Mold	25,000	2011
Landscape	50,000	2011
Gutters	10,000	2011
Cabinets Occupied	30,000	2011
Cabinets Vacant	30,000	2011
Countertops Vacant	30,000	2011
Countertops OC	30,000	2011
VCT Replacement	60,000	2011
Signs	10,000	2011
Sidewalk Replacement	35,000	2011
Unit Repairs	20,000	2011
Tub Re-Glazing	7,500	2011
Bathrooms Occupied Units	30,000	2011
Bath Renovations Vacant	60,000	2011
Vanity Replacement for Occupied Units	8,750	2011
Vanity Replacement-Unoccupied Units	14,000	2011
Maintenance Mech. 2-Plaster Repairs and	60,000	2011
Trees	30,000	2011
Dead Bolts	1,500	2011
Siding	20,000	2011

<b>Total estimated cost over next 5 years</b>		2,847,000	
<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>
	ADMINISTRATION		
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Operations		521,609	2008
Management Improvement		521,609	2008
Administration		260,609	2008
Audit		2,000	2008
A & E		50,000	2008
Fees & Cost		30,000	2008
Appliances		100,000	2008
Non-Dwelling Buildings		20,000	2008
Non-Dwelling Equipment >1,000		10,000	2008
Non-Dwelling Equipment <1,000		10,000	2008
Vehicles		70,000	2008
Computer Equipment >1,000		10,000	2008
Computer Equipment<1,000		5,000	2008
Relocation		10,000	2008
Contingency		208,163	2008
Operations		521,609	2009
Management Improvement		521,609	2009
Administration		260,204	2009
Audit		2,000	2009
A & E		50,000	2009
Fees & Cost		30,000	2009
Appliances		100,000	2009
Non-Dwelling Buildings		20,000	2009
Non-Dwelling Equipment >1,000		10,000	2009
Non-Dwelling Equipment <1,000		10,000	2009
Vehicles		70,000	2009
Computer Equipment >1,000		10,000	2009
Computer Equipment<1,000		5,000	2009
Relocation		10,000	2009
Contingency		208,163	2009
Operations		521,609	2010
Management Improvement		521,609	2010
Administration		260,204	2010
Audit		2,000	2010
A & E		50,000	2010
Fees & Cost		30,000	2010
Appliances		100,000	2010
Non-Dwelling Buildings		20,000	2010
Non-Dwelling Equipment >1,000		10,000	2010

Non-Dwelling Equipment <1,000	10,000	2010
Vehicles	70,000	2010
Computer Equipment >1,000	10,000	2010
Computer Equipment<1,000	5,000	2010
Relocation	10,000	2010
Contingency	208,163	2010
Operations	521,609	2011
Management Improvement	521,609	2011
Administration	260,204	2011
Audit	2,000	2011
A & E	50,000	2011
Fees & Cost	30,000	2011
Appliances	100,000	2011
Non-Dwelling Buildings	20,000	2011
Non-Dwelling Equipment >1,000	10,000	2011
Non-Dwelling Equipment <1,000	10,000	2011
Vehicles	70,000	2011
Computer Equipment >1,000	10,000	2011
Computer Equipment<1,000	5,000	2011
Relocation	10,000	2011
Contingency	208,163	2011
<b>Total estimated cost over next 5 years</b>	7,314,340	

