

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

---

# PHA Plans

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

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

**PHA Plan  
Agency Identification**

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

**PHA Number:**

NC013

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

01/2007

**Public Access to Information**

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

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

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

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

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

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

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



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

**A. Mission**

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

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

The PHA's mission is: (state mission here)

To provide a superior level of service to those served and to maintain a high level of resident, employee and public satisfaction by equitably and professionally administering policies, procedures and benefits.

The mission statement will be thoroughly reviewed and analyzed during the Strategic/Business planning/retreat process scheduled for October 2006. Will also create a vision statement and a value statement.

**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 include the number of families served or PHAS scores)

- PHA Goal: Expand the supply of assisted housing
- Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
    - Apply for HOPE VI funds
    - Develop system to monitor purchase opportunities of HUD or other foreclosure properties
    - Obtain control of vacant rental property
    - Apply for Section 8 project based vouchers
    - Submit CFFP proposal application to HUD

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score) 2 points per year to maximum
- Improve voucher management: (SEMAP score) 2 points per year to maximum
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions: public housing finance; voucher unit inspections
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords (increase by 5 per year)
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)
- Implement a Section 8 project based vouchers program

**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:
- 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  
Objectives:
- Increase the number and percentage of employed persons in assisted families:
  - Provide or attract supportive services to improve assistance recipients' employability:
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)  
Provide resource person for each program participant  
Partner with advocacy group for resident benefits  
Expand educational opportunities for all households

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

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

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

- 1.0 Goal  
Improve the living environment for affordable housing communities
  - A. Objective: Identify areas that have no concentrations of poverty and encourage program participants to move there.
  - B. Objective: Continue a preventive maintenance program to visit each unit at least once a year.
  - C. Objective: Present a housekeeping seminar for residents, annually.

D. Objective: Provide training for residents on basic home repairs.

2.0 Goal

Maintain high occupancy rates for affordable housing programs

- A. Objective: Provide programs to encourage self-sufficiency to retain current residents.
- B. Objective: Advertise in various media to market properties.
- C. Objective: Respond to at least 90% resident concerns within time period provided.
- D. Objective: Modernize building structures and site systems.
- E. Objective: Increase waiting list.

3.0 Goal

Provide safe environments for all program communities

- A. Objective: Work with other organizations to encourage youth programs availability to all program participants.
- B. Objective: With assistance from City of Durham, maintain police presence in public housing communities.
- C. Objective: Organize "Community Watch" programs in communities where requested.
- D. Objective: Utilize lighting, fencing, and environmental design to enhance feeling of safety.

4.0 Goal

Transition the Durham Housing Authority (DHA) from an Agency-centric Management system to an Asset Management System.

- A. Objective: Develop a 5-Year Strategic/Business Plan.
- B. Objective: Develop and implement a plan to transition to Project Based Budgeting.
- C. Objective: Develop and implement a plan to transition to Project Based Management.
- D. Objective: Develop a well-educated and trained workforce, well-equipped with essential business and program knowledge.

5.0 Goal

Ensure financial solvency.

- A. Objective: Identify and evaluate all factors that negatively impact revenues and expenses and develop strategies to reduce expenditures and increase revenues.
- B. Objective: Develop practical and mission critical budgets using a comprehensive and participatory approach.
- C. Objective: Close and reduce all IPA and OIG audit findings.

6.0 Goal

Provide excellent customer service.

- A. Objective: Increase the number of families served by increasing the utilization rate of the Housing Choice Voucher (HCV) program to 100% and proactively managing the HCV program.
- B. Objective: Keep residents and the general public informed via newsletters, media outlets, and press releases.

7.0 Goal

Create a 5-Year Business and Strategic Plan for Durham Housing Authority (DHA).

- A. Objective: Identify the core businesses of the DHA.
- B. Objective: Develop strategic direction for DHA.
- C. Objective: Develop a corporate scorecard and performance measures.

**Annual PHA Plan**  
**PHA Fiscal Year 2007**  
[24 CFR Part 903.7]

**Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The Durham Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following mission statement to guide the activities of Durham Housing Authority:

To provide a superior level of service to those served and to maintain a high level of resident, employee and public satisfaction by equitably and professionally administering polices, procedures and benefits.

We have also adopted the following goals and objectives for the next five years:

Goal 1: Expand the supply of assisted housing

Objectives: Apply for additional rental vouchers;  
Reduce public housing vacancies;  
Leverage private or other public funds to create additional housing opportunities;  
Apply for HOPE VI funds;  
Apply for Section 8 project based vouchers;  
Submit CFFP proposal application to HUD

Goal 2: Improve the quality of assisted housing

Objectives: Improve public housing management by increasing PHAS scores by 2 points per year to maximum;

Improve voucher management by increasing SEMAP score by 2 points per year to maximum;  
Increase customer satisfaction;  
Concentrate on efforts to improve specific management functions: public housing finance, voucher unit inspections;  
Renovate or modernize public housing units;  
Demolish or dispose of obsolete public housing;  
Provide replacement public housing;  
Provide replacement vouchers.

Goal 3: Increase assisted housing choices

Objectives: Conduct outreach efforts to potential voucher landlords (increase by 5 per year);  
Provide voucher mobility counseling;  
Increase voucher payment standards;  
Implement voucher homeownership program;  
Implement public housing or other homeownership programs;  
Implement public housing site-based waiting lists;  
Convert public housing to vouchers;  
Implement a Section 8 project based vouchers program.

Goal 4: Provide an improved living environment

Objectives: Implement measures to deconcentrate poverty by bringing higher income public housing households to lower income developments;  
Implement public housing security improvements;  
Designate developments or buildings for particular resident groups (elderly, persons with disabilities).

Goal 5: Promote self-sufficiency and assist development of assisted households

Objectives: Increase the number and percentage of employed persons in assisted families;  
Provide or attract supportive services to improve assistance recipients' employability;  
Provide or attract supportive services to increase independence for the elderly or families with disabilities;  
Provide resource person for each program participant;  
Partner with advocacy group for resident benefits;  
Expand educational opportunities for all

households.

Goal 6: 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.

Goal 7: Improve the living environment for affordable housing communities

Objectives: Identify areas that have no concentrations of poverty and encourage program participants to move there;  
Continue a preventive maintenance program to visit each unit at least once a year;  
Present a housekeeping seminar for residents, annually;  
Provide training for residents on basic home repairs.

Goal 8: Maintain high occupancy rates for affordable housing programs

Objectives: Provide programs to encourage self-sufficiency to retain current residents;  
Advertise in various media to market properties;  
Respond to at least 90% of resident concerns within time period provided;  
Modernize building structures and site systems;  
Increase waiting list.

Goal 9: Provide safe environments for all program communities

Objectives: Work with other organizations to encourage youth programs availability to all program participants;  
With assistance from City of Durham, maintain police presence in public housing communities;  
Organize "Community Watch" programs in communities, where requested;  
Utilize lighting, fencing, and environmental design

to enhance feeling of safety.

Goal 10: Transition the Durham Housing Authority (DHA) from an Agency-centric Management system to an Asset Management System.

Objectives: Develop a 5-Year Strategic/Business Plan.  
Develop and implement a plan to transition to Project Based Budgeting.  
Develop and implement a plan to transition to Project Based Management.  
Develop a well-educated and trained workforce, well-equipped with essential business and program knowledge.

Goal 11: Ensure financial solvency.

Objectives: Identify and evaluate all factors that negatively impact revenues and expenses and develop strategies to reduce expenditures and increase revenues.  
Develop practical and mission critical budgets using a comprehensive and participatory approach.  
Close and reduce all IPA and OIG audit findings.

Goal 12: Provide excellent customer service.

Objectives: Increase the number of families served by increasing the utilization rate of the Housing Choice Voucher (HCV) program to 100% and proactively managing the HCV program.  
Keep residents and the general public informed via newsletters, media outlets, and press releases.

Goal 13: Create a 5-Year Business and Strategic Plan for DHA.

Objectives: Identify the core businesses of the DHA.  
Develop strategic direction for DHA.  
Develop a corporate scorecard and performance measures.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives, we will be working towards the achievement of our mission.

The information set forth in the Annual Plan leads to the accomplishment of our goals and objectives. Taken as a whole, the data outline a comprehensive approach towards our goals and objectives and are consistent with our City's Consolidated Plan. Here are a few highlights of our Annual Plan:

- Adoption of changes to admission policies to promote deconcentration of poverty and to assure income mixing by employing waiting list “skipping” for all developments.
- Establishment of flat rents for all developments utilizing fair market rents.
- Annual Statement for Capital Fund Program in the amount of \$3,832,630.
- Implementation of a HOPE VI Revitalization grant for our Few Gardens community.
  
- Identification of needs for measures to ensure resident safety and plans for crime and drug prevention activities.
- Attachment of Resident Advisory Board participation document.

In summary, the Durham Housing Authority is on course to improve the condition of affordable housing in our area.

### Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

#### **Table of Contents**

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary	
1	
i. Table of Contents	
5	
1. Housing Needs	10
2. Financial Resources	
17	
3. Policies on Eligibility, Selection and Admissions	
18	
4. Rent Determination Policies	
29	
5. Operations and Management Policies	34
6. Grievance Procedures	36
7. Capital Improvement Needs	
37	
8. Demolition and Disposition	
39	
9. Designation of Housing	42
10. Conversions of Public Housing	46
11. Homeownership	47

12. Community Service Programs	51
13. Crime and Safety	54
14. Pets	56
15. Civil Rights Certifications (included with PHA Plan Certifications)	56
16. Audit	56
17. Asset Management	57
18. Other Information	58

### **Attachments**

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

- Required Attachments:
- A Admissions Policy for Deconcentration (nc013a01)
- G FY 2007 Capital Fund Program Annual Statement (nc013g01)
- \_\_\_\_ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

### **Optional Attachments:**

- \_\_\_\_ PHA Management Organizational Chart
- H FY 2007 Capital Fund Program 5 Year Action Plan(nc013h01)
- N/A Public Housing Drug Elimination Program (PHDEP) Plan
- C Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (nc013c01)
- B Other (List below, providing each attachment name)
- Statement of Consistency with Consolidated Plan (nc013b01)
- D Resident Member on the PHA Governing Board (nc013d01)
- E Membership of the Resident Advisory Board (nc013e01)
- F Statement of Progress (nc013f01)
- I Capital Fund Performance and Evaluation Reports (nc013i01)
- K Section 8 Homeownership Capacity Statement (nc013k01)
- J Designation of Public Housing for Occupancy By Elderly Families (nc013j01)
- L Component 10(B) Voluntary Conversion Initial Assessments (nc013l01)
- M Section 8 Project-Based Rental Assistance (nc013m01)
- N Pet Rule (nc013n01)
- O Follow-Up for Resident Assessment Subsystem (RASS) (nc013o01)
- P Durham Housing Authority's Community Service Program (nc013p01)
- Q Capital Fund Financing Program Statement of Intent (nc013q01)
- R Violence Against Women Act (nc013r01)

### **Supporting Documents Available for Review**

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

#### **List of Supporting Documents Available for Review**

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

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
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	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	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program X check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

Applicable & On Display	Supporting Document	Applicable Plan Component
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary) HOPE VI Admissions & Occupancy Policy for Public Housing Assisted Units	(specify as needed) Annual Plan: Eligibility, Selection, and Admissions Policies; Rent Determination; Grievance Procedures
X	Income Analysis of Public Housing Covered Developments	Annual Plan: Conversions Section 22
X	Narrative Description of Voluntary Conversion Assessment	Annual Plan: Conversions Section 22

## 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction,

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

Family Type	Overall	Severe	Substantial	Minor	None	Severe	Substantial	Minor	None
Income <= 30% of AMI	7,045	5	5	5	N/A	5	5		
Income >30% but <=50% of AMI	4,927	5	5	5	N/A	5	5		
Income >50% but <80% of AMI	3,314	4	4	4	N/A	4	4		
Elderly	1,842	5	5	5	4	4	3		
Families with Disabilities	2,924	5	5	5	5	4	3		

Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	2. Size	Loca-tion
Black/Non-Hisp.	8,313	4	N/A	N/A	N/A	N/A	N/A
Hispanic/Latino	2,323	4	N/A	N/A	N/A	N/A	N/A
White	5,124	4	N/A	N/A	N/A	N/A	N/A
Other	753	4	N/A	N/A	N/A	N/A	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s  
 Indicate year: 2005-2010 Five-Year and 2006-07 Annual Action Plan  
 U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset (2000)\*. \*Most recent data used by DHA and Durham City  
 American Housing Survey data  
 Indicate year: \_\_\_\_\_  
 Other housing market study  
 Indicate year: \_\_\_\_\_  
 Other sources: (list and indicate year of information)

### 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.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	949		464.50
Extremely low income <=30% AMI	949	100%	464.50
Very low income (>30% but <=50%	0**	0.00%	0

AMI)			
Low income (>50% but <80% AMI)	0**	0.00%	0
Families with children	161	16.97%	97
Elderly families	9	0.95%	9
Families with Disabilities	188	19.81%	188
White	57	6.01%	45
Black	885	93.26%	526
Other	13	1.37%	10
Race/ethnicity			

Characteristics by Bedroom Size (Public Housing Only) 0 BR	0	0%	0
1BR	788	83.03%	250
2 BR	109	11.49%	109
3 BR	48	5.06%	48
4 BR	4	0.42%	4
5 BR	0	0%	0
5+ BR	0	0%	0

Is the waiting list closed (select one)? No Yes  
 If yes:  
**B.** How long has it been closed (# of months)?  
 Does the PHA expect to reopen the list in the PHA Plan year? No Yes  
 Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

\*\*DHA's current computer software does not have the capacity to retrieve this data. The software is currently being replaced.

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

Waiting list total	4569		268
Extremely low income <=30% AMI	4569*	100%	268
Very low income (>30% but <=50% AMI)	0**	0.00%	0
Low income (>50% but <80% AMI)	0**	0.00%	0
Families with children	3427*	75.00%	175
Elderly families	183*	4.00%	25
Families with Disabilities	274*	5.99%	57
White	132*	2.88%	75
Black	4418*	96.69%	250
Other	19*	0.41%	5
Race/ethnicity			

Characteristics by Bedroom Size (Public Housing Only) 0BR			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
<p>Is the waiting list closed (select one)? No <u>Yes</u></p> <p>If yes:</p> <p><b>B.</b> How long has it been closed (# of months)? As of 5/31/06 # of months = 7</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? No <u>Yes</u></p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No <u>Yes</u></p>			

\*This information is estimated based on statistical trends from the initial data entry. The waiting list was opened for a month in May 2006. DHA is completing the data entry.

\*\*DHA's current computer software does not have the capacity to retrieve this data. The software is currently being replaced.

### **C. Strategy for Addressing Needs**

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

#### **Need: Shortage of affordable housing for all eligible populations**

Durham Housing Authority considers ourselves part of a larger effort in Durham to address affordable housing needs. In accordance with our goals included in this plan, Durham Housing Authority will try to minimize some identified needs by utilizing appropriate resources to maintain and preserve our existing stock. When appropriate and feasible, we will apply for additional grants and loans from governmental and private sources to help add to the affordable housing availability in our community. To that avail, we intend to work with our local partners, e.g. city/county government to try to meet the identified needs.

This year we expect to receive approximately \$3.8 million for modernization of our existing units through the Capital Fund Program. We will continue implementing the HOPE VI grant for which we were approved for \$35 million. We intend to submit a proposal application for participating in the Capital Fund Financing Program. Priorities and guidelines for programs sometimes change from time to time. Our decisions to pursue certain opportunities and resources may also change during the year, if programs occur which are beyond our control.

#### **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)

Incorporate local preferences to give limited annual priority to establish partnerships with local providers of services for specialized populations.

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

---

Select all that apply

Apply for additional section 8 units should they become available

Leverage affordable housing resources in the community through the creation of mixed - finance housing

Pursue housing resources other than public housing or Section 8 tenant-based assistance.

Other: (list below)

Converting tenant-based vouchers to project-based vouchers.

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

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

---

Select all that apply

Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

Employ admissions preferences aimed at families with economic hardships

Adopt rent policies to support and encourage work

Other: (list below)

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

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

---

Select all that apply

Employ admissions preferences aimed at families who are working

Adopt rent policies to support and encourage work

Other: (list below)

**B. Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

---

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints

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

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of

Sources	Planned \$	Planned Uses
<p>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</p>		
<b>1. Federal Grants (FY 2007 grants)</b>		
a) Public Housing Operating Fund	\$6,300,000	
b) Public Housing Capital Fund	\$3,832,630	
c) HOPE VI Revitalization	\$0	
d) HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$19,150,000	
f) Public Housing Drug Elimination Program (including any Technical	N/A	

Sources	Planned \$	Planned Uses
Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	\$500,000	
h) Community Development Block Grant	\$0	
i) HOME	\$0	
Other Federal Grants (list below)	\$0	
<b>Sub-total (Fed Grants - Year 2007)</b>	\$29,782,630	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
a) CFP Grants	\$7,407,102	
b) 2000 HOPE VI Grant	\$6,029,108	
<b>3. Public Housing Dwelling Rental Income</b>	\$3,230,000	
<b>4. Other income (list below)</b>		
Excess utilities	\$15,000	PH operations
Investment income	\$120,000	PH operations
Other	\$170,000	PH operations
<b>Sub-total (Other Income)</b>	\$305,000	
<b>4. Non-federal sources (list below)</b>	\$0	
<b>Total resources</b>	\$46,753,840	

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

## **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) Fifty (50)

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

Other: (describe)

Preliminary applications are accepted. PHA verifies arrest records, previous assisted housing records and status of previous financial obligations to PHA at the preliminary application stage.

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)

Non-income screening factors are included in DHA's Admissions & Continued Occupancy Policy and in the HOPE VI Admissions & Occupancy Policy for Public Housing Assisted Units.

Screening Factors for these HOPE VI communities are:

Adverse, disrupt, or illegal behavior

Failure to comply with resident obligations under a lease

Unsanitary or hazardous housekeeping practices

Criminal history

Bad credit and financial standing

c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

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

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

Will maintain separate Sub-jurisdictional Waiting List for the HOPE VI communities.

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

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

HOPE VI Management Offices

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

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

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

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

Not Applicable - only one sub-jurisdictional waiting list

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)

Not Applicable

### **(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:

HOPE VI Sub-jurisdictional Waiting List.

“The Applicant Household must indicate acceptance or rejection of the available unit within three days after Management notifies the household of the offer by telephone, or five days after Management mails the offer letter, whichever is shorter. If the Applicant Household rejects the unit, their application will be removed from the Waiting Lists for public housing, unless the rejection was for medical or other substantial reasons. Management will determine whether the reasons for rejecting the unit are substantial and valid”.

### **(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

HOPE VI communities:

“Necessary transfers will have priority over new admissions. Necessary transfers will be made to: 1) address emergency conditions (i.e., conditions that pose imminent danger to a resident’s life, health or safety); 2) permit the use of a unit with special features by a resident or applicant whose disability requires a unit with such features; 3) correct overhousing or underhousing; 4) allow the Owner to make major repairs or renovations; or 5) accommodate a resident’s reasonable, documented medical needs”.

c. Preferences

x1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing
- Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing (As defined by City Code Enforcement)
- 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)

Selection Preferences for the HOPE VI communities are:

- Working families
- Accessible units
- Income tiers
- Relocated Few Gardens residents
- Other HOPE VI relocated residents

Selection Preferences for HOPE VI communities for Homeownership will be Relocated Few Gardens residents, income eligible to 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.

2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 1 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)

Selection Preferences Priorities for the HOPE VI communities are:

- 1 Working families
- 2 Accessible units
- 3 Income tiers
- 4 Relocated Few Gardens residents
- 5 Other HOPE VI relocated residents

Selection Preferences for HOPE VI communities for Homeownership will be Relocated Few Gardens residents, income eligible to purchase.

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

HOPE VI communities:

“Each income category or “tier” will be designated as a separate selection preference, to be considered in selecting an Applicant Household for any unit that becomes available”.

### **(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)

HOPE VI Admissions & Occupancy Policy for Public Housing Assisted Units

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

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

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists
- If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
- If selected, list targeted developments below:  
ALL
- Employing new admission preferences at targeted developments
- If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

ALL

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component

3B

**(D) Eligibility**  
 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). What is the extent of screening conducted by the PHA? (select all that apply)

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA access FBI criminal records from the

FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords?  
(select all that apply)

- Criminal or drug-related activity  
 Other (describe below)

The Durham Housing Authority will provide information to prospective landlords for all participants, upon request, when the housing authority possesses the following: the tenant history of family members, criminal or drug related activity, drug trafficking by family members, family's current address, and name and address of current landlord.

**(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)

Designated location may be established or application may be processed by mail, fax, and/or internet.

**(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: Extenuating circumstances: family emergency, hospitalization, disabled persons, request for lease approval has been turned in but the unit is not ready, family shows evidence of consistent efforts to locate housing.

**(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 x No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

\_\_\_ Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

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

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

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

- Through published notices
- Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-

**(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.

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

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

2. \_\_\_ Yes x No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

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

1. \_\_\_ Yes x 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

x 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)

Families are required to report all increases in earned income, including new employment, within ten (10) business days of the date the change takes effect.

DHA will only conduct interim reexaminations for families that qualify for the earned income disallowance (EID), and only when the EID family's rent will

change as a result of the increase. In all other cases, DHA will note the information in the tenant file, but will not conduct an interim reexamination.

Families are not required to report any other changes in income or expenses.

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

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- \_\_\_\_ The section 8 rent reasonableness study of comparable housing
- \_\_\_\_ Survey of rents listed in local newspaper
- x Survey of similar unassisted units in the neighborhood
- x Other (list/describe below)

The Housing Authority of the City of Durham established its Flat Rents based on the operating cost of the public housing units, rental value (market value) of the units, and the Durham Housing Authority and QHWRA objectives for encouraging residents to work.

## **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
- x Above 100% but at or below 110% of FMR
- \_\_\_\_ Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

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

## **(2) Minimum Rent**

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

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

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

See Section 8 Administration Plan Minimum Rent Hardship Exemptions: family would be evicted, loss of employment, awaiting eligibility determination for federal, state or local assistance program.

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

---

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

### **A. PHA Management Structure**

~~(select one)~~ PHA's management structure and organization.

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

Durham Housing Authority (DHA) serves approximately 10,000 citizens through four housing programs. The Housing Authority's annual operations and program budgets total approximately \$47 million dollars. A staff of one hundred twenty employees carry out the daily activities. In addition to the Office of the Executive Director, there are four major organizational areas: Housing Operations, Finance and Administration, Occupancy and Section 8, and HOPE VI Revitalization.

The Housing Operations department is responsible for: 1) the public housing management function to include most resident activities such as property management, rent collections, and family recertifications; 2) the management of commercial properties; 3) the affordable housing management function; 4) the capital improvements function to include modernization activities; 5) the maintenance function to include a range of services related to providing a quality living environment; and (6) the resident services function which focuses on resident participation in self-sufficiency and a variety of programs and services to enhance the quality of life for residents.

The Occupancy office is responsible for receiving and processing applications for both the Public Housing and Section 8 programs.

The Section 8 department monitors and certifies participation and evaluates properties for the housing choice voucher program.

The Finance and Administration department is comprised of the accounting, procurement/contract, and human resources areas.

The HOPE VI Revitalization department administers the HOPE VI program, managing the planning, implementation and monitoring of all facets of the HOPE VI program, both development and community and supportive services.

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning 2007</b>	<b>Expected Turnover</b>
<b>Public Housing</b>	<b>1804 units</b>	<b>464.50</b>
<b>Section 8 Vouchers</b>	<b>2684</b>	<b>268</b>
<b>Section 8 Certificates</b>	<b>N/A</b>	<b>N/A</b>
<b>Section 8 Mod Rehab</b>	<b>N/A</b>	<b>N/A</b>
<b>Special Purpose Section 8 Certificates/Vouchers (list individually)</b>	<b>N/A</b>	<b>N/A</b>
<b>Other Federal Programs(list individually)</b>		
<b>Section 8 Homeownership</b>	<b>36</b>	<b>0</b>
<b>Turnkey III</b>	<b>4 units</b>	<b>4 units sold</b>

**C. Management and Maintenance Policies**

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

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

- Admission and Continued Occupancy Policy**
- Nan McKay Public Housing Master Book**
- Public Housing Occupancy Guidebook**
- Personnel Policy Manual**
- Housing Management Procedures Manual**
- Maintenance Procedures Manual**
- Pest Control Procedure**
- Procurement Policy**
- Accounting Policy & Procedures**
- HOPE VI Admissions & Occupancy Policy for Public Housing Assisted Units**
- DHA/HOPE VI Family Self-Sufficiency Policy and Procedures Manuals**

**(2) Section 8 Management: (list below)**

- Section 8 Administrative Plan**
- HUD Housing Choice Voucher Program Guidebook**
- HUD Housing Quality Standards**
- Nan McKay Housing Choice Voucher Program Master Book**

Personnel Policy Manual  
Procurement Policy  
Accounting Policy & Procedures

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

---

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

**A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

**HOPE VI Management Offices**

**B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

- x  PHA main administrative office  
\_\_\_ Other (list below)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

---

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

**A. Capital Fund Activities**

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

**(1) Capital Fund Program Annual Statement**

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

-or-

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

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (nc013h01)

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

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

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

1. Development name: Few Gardens Public Housing Development
2. Development (project) number: NC013-01
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 02/25/2003
- Activities pursuant to an approved Revitalization Plan underway

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

NC013-06 Oldham Towers, NC013-08 Liberty Street, NC013-02 McDougald Terrace, NC013-03 McDougald Terrace

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

Few Gardens Public Housing Development, NC013-01  
Other developments as related to approved HOPE VI Revitalization Plan

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

NC013-16 Kerrwood Estates - 13 units housing development  
2005 CFP RHF - housing development  
2006 CFP RHF - housing development  
NC013-02 & 03 McDougald Terrace - housing redevelopment  
NC013-06 Oldham Towers - housing redevelopment  
NC013-08 Liberty Street - housing redevelopment

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

**2. Activity Description**

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

below.)

<b>Demolition/Disposition Activity Description</b>
<b>1a. Development name: Few Gardens Public Housing Development</b> <b>1b. Development (project) number: NC013-01</b>
<b>2. Activity type: <input checked="" type="checkbox"/> Demolition</b> <b><input checked="" type="checkbox"/> Disposition</b>
<b>3. Application status (select one)</b> <input checked="" type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Submitted, pending approval</b> <input type="checkbox"/> <b>Planned application</b>
<b>4. Date application approved, submitted, or planned for submission:</b> <b>12/5/2002 Demolition; 3/9/2005 Disposition</b>
<b>5. Number of units affected: 240</b> <b>Coverage of action (select one)</b> <input type="checkbox"/> <b>Part of the development</b> <input checked="" type="checkbox"/> <b>Total development</b>
<b>7. Timeline for activity:</b> <b>a. Actual or projected start date of activity: 02/01/2003</b> <b>b. Projected end date of activity: 3/31/2005</b>

<b>Demolition/Disposition Activity Description</b>
<b>1a. Development name: Fayetteville Street Public Housing Development</b> <b>1b. Development (project) number: NC013-05</b>
<b>2. Activity type: <input checked="" type="checkbox"/> Demolition</b> <b><input checked="" type="checkbox"/> Disposition</b>
<b>3. Application status (select one)</b> <input checked="" type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Submitted, pending approval</b> <input type="checkbox"/> <b>Planned application</b>
<b>4. Date application approved, submitted, or planned for submission: 10/23/02</b>
<b>5. Number of units affected: 200</b> <b>Coverage of action (select one)</b> <input type="checkbox"/> <b>Part of the development</b> <input checked="" type="checkbox"/> <b>Total development</b>
<b>7. Timeline for activity:</b> <b>a. Actual or projected start date of activity: 09/01/04</b> <b>b. Projected end date of activity: 12/30/2005</b>

<b>Demolition/Disposition Activity Description</b>
--

<b>1a. Development name: Club Boulevard Public Housing Development</b> <b>1b. Development (project) number: NC013-09</b>
<b>2. Activity type:</b> <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition
<b>3. Application status (select one)</b> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
<b>4. Date application approved, submitted, or planned for submission:</b> <b>05/23/2001</b>
<b>5. Number of units affected: 0</b> <b>Coverage of action (select one)</b> <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
<b>7. Timeline for activity:</b> <b>a. Actual or projected start date of activity: 06/01/01</b> <b>b. Projected end date of activity: 06/19/2002</b>

<b>Demolition/Disposition Activity Description</b>
<b>1a. Development name: McDougald Terrace Public Housing Development</b> <b>1b. Development (project) number: NC013-02 &amp; NC013-03</b>
<b>2. Activity type:</b> <input checked="" type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition
<b>3. Application status (select one)</b> <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
<b>4. Date application approved, submitted, or planned for submission:</b> <b>12/31/2007</b>
<b>5. Number of units affected: 360</b> <b>Coverage of action (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
<b>7. Timeline for activity:</b> <b>a. Actual or projected start date of activity: 7/1/08</b> <b>b. Projected end date of activity: 12/31/2009</b>

<b>Demolition/Disposition Activity Description</b>
<b>1a. Development name: Oldham Towers Public Housing Development</b> <b>1b. Development (project) number: NC013-06</b>
<b>2. Activity type:</b> <input checked="" type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition

<b>3. Application status (select one)</b> <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
<b>4. Date application approved, submitted, or planned for submission:</b> <u>12/31/2007</u>
<b>5. Number of units affected: 106</b> <b>Coverage of action (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
<b>7. Timeline for activity:</b> a. Actual or projected start date of activity: 7/1/08 b. Projected end date of activity: 12/31/2009

Demolition/Disposition Activity Description
<b>1a. Development name: Liberty Street Public Housing Development</b> <b>1b. Development (project) number: NC013-08</b>
<b>2. Activity type:</b> <input checked="" type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition
<b>3. Application status (select one)</b> <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
<b>4. Date application approved, submitted, or planned for submission:</b> <u>12/31/2007</u>
<b>5. Number of units affected: 108</b> <b>Coverage of action (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
<b>7. Timeline for activity:</b> a. Actual or projected start date of activity: 7/1/08 b. Projected end date of activity: 12/31/2009

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for

occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

See Attachment J - Designation Of Public Housing for Occupancy by Elderly Families (nc013j01)

**2. Activity Description**

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

<b>Designation of Public Housing Activity Description</b>
<b>1a. Development name: Scattered Sites</b> <b>1b. Development (project) number: NC19P013004</b>
<b>2. Designation type:</b> <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
<b>3. Application status (select one)</b> <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
<b>4. Date this designation approved, submitted, or planned for submission:</b> (DD/MM/YY) <b>July 10, 2001</b>
<b>5. If approved, will this designation constitute a (select one)</b> <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
<b>6. Number of units affected: 50</b> <b>7. Coverage of action (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
---

<b>1a. Development name: Oldham Towers</b> <b>1b. Development (project) number: NC19P013006</b>
<b>2. Designation type:</b> <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
<b>3. Application status (select one)</b> <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
<b>4. Date this designation approved, submitted, or planned for submission:</b> (DD/MM/YY) <b>July 10, 2001</b>
<b>5. If approved, will this designation constitute a (select one)</b> <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
<b>6. Number of units affected: 106</b> <b>7. Coverage of action (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
<b>1a. Development name: J. J. Henderson Housing Center</b> <b>1b. Development (project) number: NC19P013011</b>
<b>2. Designation type:</b> <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
<b>3. Application status (select one)</b> <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
<b>4. Date this designation approved, submitted, or planned for submission:</b> (DD/MM/YY) <b>July 10, 2001</b>
<b>5. If approved, will this designation constitute a (select one)</b> <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
<b>6. Number of units affected: 178</b> <b>7. Coverage of action (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
<b>1a. Development name: Forest Hill Heights</b> <b>1b. Development (project) number: NC19P013020</b>
<b>2. Designation type:</b> <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
<b>3. Application status (select one)</b> <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
<b>4. Date this designation approved, submitted, or planned for submission:</b> (DD/MM/YY) <b>July 10, 2001</b>
<b>5. If approved, will this designation constitute a (select one)</b> <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
<b>6. Number of units affected: 55</b> <b>7. Coverage of action (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
<b>1a. Development name: To be determined - HOPE VI Morning Glory Senior Village</b> <b>1b. Development (project) number: NC19P013024</b>
<b>2. Designation type:</b> <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
<b>3. Application status (select one)</b> <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
<b>4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)</b> <b>11/22/2004 submitted; 2/3/2005 approved</b>
<b>5. If approved, will this designation constitute a (select one)</b> <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
<b>6. Number of units affected: 25</b>

**7. Coverage of action (select one)**

Part of the development

Total development

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

**2. Activity Description**

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

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)

<input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
<b>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)</b> <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

<b>B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937</b>
<b>C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937</b>
<b><u>11. Homeownership Programs Administered by the PHA</u></b> [24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

**2. Activity Description**

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

<b>Public Housing Homeownership Activity Description</b> (Complete one for each development affected)	
<b>1a. Development name: Kerrwood Estates</b>	
<b>1b. Development (project) number: NC19P013016</b>	
<b>2. Federal Program authority:</b>	
<input type="checkbox"/> HOPE I	
<input type="checkbox"/> 5(h)	
<input checked="" type="checkbox"/> Turnkey III	
<input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
<b>3. Application status: (select one)</b>	
<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program	
<input type="checkbox"/> Submitted, pending approval	
<input type="checkbox"/> Planned application	
<b>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) 00/00/1972</b>	
<b>5. Number of units affected: 150</b>	
<b>6. Coverage of action: (select one)</b>	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

<b>Public Housing Homeownership Activity Description</b> (Complete one for each development affected)	
<b>1a. Development name: Birchwood Heights</b>	
<b>1b. Development (project) number: NC19P013018</b>	
<b>2. Federal Program authority:</b>	
<input type="checkbox"/> HOPE I	
<input type="checkbox"/> 5(h)	
<input checked="" type="checkbox"/> Turnkey III	
<input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
<b>3. Application status: (select one)</b>	
<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program	
<input type="checkbox"/> Submitted, pending approval	
<input type="checkbox"/> Planned application	
<b>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) 00/00/1972</b>	
<b>5. Number of units affected: 200</b>	
<b>6. Coverage of action: (select one)</b>	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
<b>1a. Development name: Edgemont Homeownership</b> <b>1b. Development (project) number: TBD</b>
<b>2. Federal Program authority:</b> <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
<b>3. Application status: (select one)</b> <input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
<b>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) 3/10/2005</b>
<b>5. Number of units affected:74</b> <b>6. Coverage of action: (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
<b>1a. Development name: Golden Belt Homeownership</b> <b>1b. Development (project) number: TBD</b>
<b>2. Federal Program authority:</b> <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
<b>3. Application status: (select one)</b> <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input checked="" type="checkbox"/> Submitted, pending approval - Golden Belt A <input checked="" type="checkbox"/> Planned application - Golden Belt B
<b>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) Golden Belt A - 11/30/2005; Golden Belt B - 11/30/06</b>
<b>5. Number of units affected: Golden Belt A - 9 units; Golden Belt B - 7 units</b> <b>6. Coverage of action: (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Public Housing Homeownership Activity Description</b>
--

<b>(Complete one for each development affected)</b>
<b>1a. Development name: Central Neighborhood</b>
<b>1b. Development (project) number: TBD</b>
<b>2. Federal Program authority:</b> <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
<b>3. Application status: (select one)</b> <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
<b>4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) 11/30/2006</b>
<b>5. Number of units affected: 50</b>
<b>6. Coverage of action: (select one)</b> <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

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

See Attachment K - Section 8 Homeownership Capacity Statement (nc013k01)

**2. Program Description:**

**a. Size of Program**

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

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

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

**b. PHA-established eligibility criteria**

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

If yes, list criteria below:

**12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this PHA Coordination with the Welfare (TANF) Agency sub-component C.

**1. Cooperative agreements:**

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

If yes, what was the date that agreement was signed?

6/5/2001 for Few Gardens HOPE VI Revitalization Program

NC19URD0131100 with the Durham County Department of Social Services

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

Client referrals

Information sharing regarding mutual clients (for rent determinations and otherwise)

Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

Jointly administer programs

Partner to administer a HUD Welfare-to-Work voucher program

Joint administration of other demonstration program

Other (describe)

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

**(1) General**

**a. Self-Sufficiency Policies**

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

Public housing rent determination policies

Public housing admissions policies

Section 8 admissions policies

Preference in admission to section 8 for certain public housing families

- \_\_\_\_\_ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- \_\_\_\_\_ Preference/eligibility for public housing homeownership option participation
- \_\_\_\_\_ Preference/eligibility for section 8 homeownership option participation
- \_\_\_\_\_ Other policies (list below)

Not applicable

**b. Economic and Social self-sufficiency programs**

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Family Self-Sufficiency - Program to help individuals and families improve the quality of their lives	188	Volunteer	Main Office	Section 8 & PH
Ruffin/Edwards Academic Development Scholarship (READS) - Program to provide post secondary educational scholarships and stipends to residents residing in Durham Housing Authority communities	28	Volunteer	Main Office	PH
Oxford Manor Achievement School - Program provides homework support, reading tutorials, math tutorials and enrichment activities (games, trips) to youth K-12.	75	Volunteer	Oxford Manor development	PH
ABE/GED Programs - Programs are geared toward moving residents to completion of their high school education to increase their job marketability	18	Volunteer	Oxford Manor development	PH
Computer Technology Program - Program provides computer	12	Volunteer	Oxford Manor development	PH

instruction to youth K-12, GED computer assisted instruction, and adult job readiness computer skills				
Youth Life Learning Center (YLLC) - Program addresses the educational, social, vocational, and spiritual needs of the community.	35	Volunteer,	Cornwallis Road development	PH
Strong Parental Involvement in Community Education (SPICE) - Program teaches parents how to teach their children to read through the use of computers.	48	Volunteer	Cornwallis Road development	PH
Project C.A.R.E. (Community Access to Resource Enterprise - Program improves the way in which services, resources, and information are delivered.	30	Volunteer	McDougald Terrace development	PH

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

**a. Participation Description**

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2007 Estimate)	Actual Number of Participants (As of: 12/31/06)
Public Housing	47	42
Section 8	210	144

**Xb. \_\_\_ Yes \_\_\_ No:** If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

**1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)**

**x Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies**

- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**  
 See Attachment P - Durham Housing Authority's Community Service Program (nc013p01).

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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

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

\_\_\_ Other (describe below)

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

Club Boulevard, Cornwallis Road, Damar Court, Hoover Road, Liberty Street, McDougald Terrace, Morreene Road, Oxford Manor, J. J. Henderson, Oldham Towers, Forest Hill Heights, Scattered Sites, and Laurel Oaks

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

**1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)**

- \_\_\_ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- x Crime Prevention Through Environmental Design
- x Activities targeted to at-risk youth, adults, or seniors
- \_\_\_ Volunteer Resident Patrol/Block Watchers Program
- x Other (describe below)

**Public housing unit (13 Sworn Officers assigned to public housing police offices/sub-stations in Oxford Manor, Morreene Road, McDougald Terrace, and Oldham Towers)**

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

Club Boulevard, Cornwallis Road, Damar Court, Hoover Road, Liberty Street, McDougald Terrace, Morreene Road, Oxford Manor, J. J. Henderson, Oldham Towers, Forest Hill Heights, and Laurel Oaks

**C. Coordination between PHA and the police**

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

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

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

Club Boulevard, Cornwallis Road, Damar Court, Hoover Road, Liberty Street, McDougald Terrace, Morreene Road, Oxford Manor, J. J. Henderson, Oldham Towers, Forest Hill Heights, Scattered Sites, and Laurel Oaks

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

PHAs eligible for FY 2006 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan? NOT APPLICABLE

Yes  No: Has the PHA included the PHDEP Plan for FY 2007 in this PHA Plan? NOT APPLICABLE

Yes  No: This PHDEP Plan is an Attachment. NOT APPLICABLE

**14. RESERVED FOR PET POLICY**

See Attachment N - Pet Rule (nc013n01)

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)

2.  Yes  No: Was the most recent fiscal audit submitted to HUD?

3.  Yes  No: Were there any findings as the result of that audit?

4.  Yes  No: If there were any findings, do any remain unresolved?

If yes, how many unresolved findings remain?

Three (3)

Findings are currently being resolved with the implementation of a new computer system..

5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

Corrective action plan has been submitted to our auditors, NC State Treasurer and HUD.

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

### **HOPE VI Communities - Private Management and Development-based Accounting**

Project-based budgeting, accounting, and management implementation will began to be applied to all programs and revenue sources that support the public housing communities.

DHA will undertake the following activities during the period covered by the Annual Plan:

- 1) Assess the agency's current accounting system and reporting capabilities.
- 2) Perform proforma budget scenario analysis by property groupings for rental receipts, operating expenses, assets, and liabilities.
- 3) DHA has hired a staffperson experienced and capable of leading DHA's transition and implementation of property-based management. It is anticipated that DHA will perform an Asset Management Assessment, and develop and implement Property-based Management by April 1, 2007.
- 4) Implement the enhanced project-based budgeting and accounting functionality included in the selected enterprise software currently being installed.
- 5) Keep abreast of regulatory developments regarding the latest project-based budgeting, accounting, and management calendar and provisions.
- 6) Work closely with the Housing Operations Department of the agency to ensure that the

finance, procurement, inventory management and IT requirements and procedures are closely aligned with the operational requirements of the housing, maintenance, occupancy, and modernization functions.

3. \_\_\_ Yes x No: Has the PHA included descriptions of asset management activities in the optional Public Housing Asset Management Table?

### **18. Other Information**

[24 CFR Part 903.7 9 (r)]

#### **A. Resident Advisory Board Recommendations**

1. x Yes \_\_\_ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA MUST select one)

x Attached at Attachment C (nc013c01)

\_\_\_ Provided below:

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

x 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:

x Other: (list below)

The Resident Advisory Board (RAB) reviewed each component of the PHA Plan and made no recommendations for changes or additions to the PHA Plan. Comments made at the public hearing will also be included with the Resident Advisory Board comments Attachment C (nc013c01).

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

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

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

#### **3. Description of Resident Election Process**

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

**b. Eligible candidates: (select one)**

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

**c. Eligible voters: (select all that apply)**

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

**C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary)

**1. Consolidated Plan jurisdiction: (Durham, North Carolina)**

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

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

**4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)**  
 See Attachment B - Statement of Consistency with Consolidated Plan (nc013b01)

**D. Other Information Required by HUD**

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

**DEFINITION OF "SIGNIFICANT AMENDMENTS AND SUBSTANTIAL DEVIATIONS/MODIFICATIONS" TO THE PLAN**

**"Significant amendments and substantial deviations/modifications" to the Plan is defined as any additional changes that would affect this Agency's mission, goals, objectives, and policies as stated in the Plan. Additional changes are described as follows:**

- 1. Changes to rent or admissions policies or organizations of the waiting list;**
- 2. Additions of non-emergency work items (items not included in the current Annual Statement or Five-Year Action Plan) or change in the use of replacement reserve funds under the Capital Fund; and**
- 3. Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.**

**Any significant amendment or substantial deviation/modification to the Plan is subject to the same requirements as for the development/submission of the original Plan (including time frames).**

**Attachments**

**Use this section to provide any additional attachments referenced in the Plans.**





## ATTACHMENT A

### Admissions Policy for Deconcentration

#### Public Housing

1. Objective: The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the housing authority is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also the housing authority will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the housing authority does not concentrate families with higher income levels, it is the goal of the housing authority not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The housing authority will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the housing authority's computer system.
2. Actions: To accomplish the deconcentration goals, the housing authority will take the following actions:
  - A. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.
  - B. To accomplish the goals of:
    - (1) Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income, and
    - (2) Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income, the housing authority's Resident Selection and Assignment Plan, which is a part of this policy, provides for skipping families on the waiting list to accomplish these goals.

## Section 8 Tenant-Based Assistance

The Deconcentration Policy for Section 8 tenant-based assistance is to ensure that no less than 75% of its new admissions are families that have incomes at or below 30% of the area median income. Durham Housing Authority (DHA) will track the status of all new admissions monthly by utilizing income reports generated by its Management Information System (MIS). If DHA is not reaching its goal, families will be skipped on the waiting list to admit a family that has income at or below 30% of area median income. DHA's Section 8 applicant selection process, which is contained in the Section 8 Administrative Plan provides for the skipping of families on the waiting list to accomplish this goal.

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

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

If yes, list these developments as follows:

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

## ATTACHMENT B

### **Statement of Consistency with Consolidated Plan**

The Housing Authority of the City of Durham (DHA) has reviewed the City of Durham's Consolidated Plan and certifies that DHA's Agency Plan is consistent with the City's Consolidated Plan. Research and needs analysis of the housing conditions in Durham reflected shortages in affordable housing without problems. At least 30% of any ethnic group in the area, in the rental market, is living in housing with problems. DHA's plan has goals to add to the affordable housing stock through additional public housing, requesting of more Section 8 vouchers, applying for HOPE VI funding, and building affordable housing through various programs. In addition, the agency will be utilizing HUD programs such as the Capital Fund to improve the existing housing stock. The plan also reflects programs that will continue to be used to provide assistance to DHA residents to make them self-sufficient so the existing housing stock can be utilized by others that have a need.

ATTACHMENT C

**Resident Advisory Board**  
**Board of Commissioners Meeting**  
September 27, 2006

The community wide Resident Advisory Board for the Housing Authority of the City of Durham has had the ongoing opportunity to provide input into the Public Housing Authority Annual Plan.

In the months past, the Resident Advisory Board has met to review the Public Housing Authority past year's progress on planned fiscal activities. In addition the Resident Advisory Board has met with Mr. J. Miller in which training was provided for Robert's Rules of Order in February, our first order of business. Ms. Vickie Ellis, Capital Improvements Administrator, met with the Resident Advisory Board and gave an all inclusive overview of the program. A meeting was held with Ms. Vanessa Street, Director of Section 8/Occupancy, in which she discussed Section 8 with the Resident Advisory Board. She covered components 1-4. Mr. J. O. Anderson covered components 5-10. Mr. Alfred Saunders covered component 11. Ms. Mary Reade covered component 12. Chief Operations Officer Mr. Willie McMahan also met with the Resident Advisory Board. Mr. Terrance Gerald discussed HOPE VI. Mr. Kelvin Macklin discussed Maintenance. After meeting with all department heads, we again met with Ms. Vickie Ellis to discuss the eighteen (18) components thoroughly. All the attachments were discussed and the major changes addressed. Ms. Jo-Ann Davis, Resident Services Director, and her staff were introduced to the Resident Advisory Board.

The components were reviewed and the Resident Advisory Board has no additions or recommendations at this time. The administration, staff, Ms. Vickie Ellis and Ms. Mary Reade of the Public Housing Authority continued to be supportive and present at the Resident Advisory Board meetings (please refer to the attached minutes). The Resident Advisory Board officially and respectfully copy these minutes to the Public Housing Authority administration and Board of Commissioners for consideration and recognition of the residents input into the 2007 Public Housing Authority Plan to be submitted to HUD in keeping with the Quality Housing and Work Responsibility Act of 1998 (QHWRA).

We look forward to our continued positive and productive working relationship for a better public housing community.

Respectfully submitted,  
Resident Advisory Board

Gloria M. Nottingham, Chairperson  
Designated Spokesperson

attachment: RAB minutes

## Resident Advisory Board Meeting Minutes

August 15, 2006

5:30 p.m.

Attendance: Gloria Nottingham, Betty Campbell, Barbara McKay, Estellaleh Rasheed, Dianna Blackley, Sheila Hart, Linda Speller, Shaniece Williams, Larry Parted, Jacqueline Owens, Johnsie Williams, Sharon Nelson, Martha Moore, Emma Manual

Others - Vickie Ellis

Meeting was called to order by Gloria Nottingham. Introduction of persons in attendance occurred.

Chairperson Nottingham asked Ms. Ellis to introduce herself. Ms. Ellis did a brief review of the 2007 PHA Plans process. Stated that the public hearing to receive comments concerning the draft agency plan will be held by the Board of Commissioners on September 27, 2006 at 6:30 p.m. in the board room of Central Office.

Ms. Ellis discussed the major changes (see attached 8/15/06 document) in the draft 2007 PHA Plans as compared with the latest approved agency plan - 2006. RAB proceeded to review the 5-Year Plan 2005-2009 Mission and Goals, the Executive Summary and the 18 components of the draft 2007 PHA Plans.

5-Year Plan 2005-2009 Mission and Goals - No comments from the RAB.

2007 PHA Annual Plan Executive Summary - No comments from the RAB.

Component 1. Housing Needs - RAB asked if the Section 8 application was mailed by 5/31/06, did it meet the waiting list deadline of 5/31/06. **Answer: Section 8 application had to be postmarked by 5/31/06.**

RAB discussed the difference between tenant-based vouchers vs. project-based vouchers. RAB answered questions from the meeting attendees about the one-year lease, moving after lease expiration, landlords, and maintenance.

Component 2. Financial Resources - RAB asked why there was no ROSS grant funding projected for 2007. **Answer: DHA is applying for a ROSS grant in the amount of \$500,000 to be utilized to promote/support home ownership by our residents. Grant activities will include home ownership counseling, provision of childcare, etc.**

RAB discussed the HOPE VI program, in response to "what is HOPE VI?".

Component 3. Policies on Eligibility, Selection and Admissions - RAB discussed the change in ceiling rents vers. flat rents. RAB discussed the eligibility for public housing, screening factors etc..

Component 4. Rent Determination Policies- RAB asked what is adjusted monthly income.

**Answer: Chapter 6 of the Admissions and Continued Occupancy Policy (ACOP) defines that adjusted monthly income is determined by subtracting from the annual income the five deductions that qualify under HUD regulations: 1) Dependents; 2) Elderly/Displaced Family; 3) Unreimbursable Medical Expenses for Elderly/Displaced Family; 4) Disability Assistance Expense Deduction and 5) Childcare Expense Deduction.**

RAB asked why the response in the draft plan to the question “how many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list?” was changed from two to one. **Answer: The change was made from two to one to speed up the leasing of units. DHA will consider valid verifiable reasons from applicants for refusing units.**

RAB asked why DHA stated it may use the lottery option as a response to the question “among applicants on the waiting list with equal preference status, how are applicants selected?”.

**Answer: DHA wants to have this method of applicant selection as an option, but will continue to evaluate the use of this method.**

RAB asked if DHA had online payment for public housing rent. **Answer: No. DHA will explore this method of rent payment.**

Component 5. Operations and Management - No comments from the RAB.

Component 6. PHA Grievance Procedures - No comments from the RAB.

Component 7. Capital Improvement Needs - No comments from the RAB.

Component 8. Demolition and Disposition - No comments from the RAB.

Component 9. Designation of Housing - Accessible units are required to be built at new sites.

Component 10. Conversion of Public Housing - No comments from the RAB.

Component 11. Home ownership - RAB discussed home ownership **Answer: Home ownership program for Section 8 and HOPE VI is managed by Alfred Saunders, 683-1551, x365.**

Component 12. Community Service Programs - RAB discussed the FSS program.

Component 13. Crime and Safety - No comments from the RAB.

Component 14. Pets - No comments from the RAB.

Component 15 Civil Rights Certifications ... - No comments from the RAB.

Component 16. Audit - No comments from the RAB.

Component 17. Asset Management - No comments from the RAB.

Component 18. Other Information - No comments from the RAB.

The next meeting will be held September 19, 2006, 5:30 p.m. RAB will discuss major changes (see attached 8/15/06 document) to the Attachments to the draft 2007 PHA Plans.

The meeting was adjourned at 7:10 p.m.

## PHA PLANS - 2007 Annual Plan/5 Year Plan for 2005-2009

### MAJOR CHANGES

8/15/06

#### **5-Year Plan 2005-2009: Mission and Goals**

Page 1 Mission statement revised. Mission statement will be thoroughly reviewed/analyzed during Strategic/Business planning/retreat process in October 2006. Vision statement and value statement will also be created.

Pages 4-5 Added Goals 4.0, 5.0, 6.0, and 7.0.

#### **2007 PHA Annual Plan: Executive Summary**

Page 1 Mission statement revised (**not shown on draft but changed in electronic document version**). Mission statement will be thoroughly reviewed/analyzed during Strategic/Business planning/retreat process in October 2006. Vision statement and value statement will also be created.

Pages 3-4 Added Goals 10, 11, 12, and 13.

#### **2007 PHA Annual Plan Components:**

##### **1. Statement of Housing Needs**

Pages 10-13 Updated tables to reflect current housing data.

Page 14 Added to Strategy 1 as Other: Incorporate local preferences to give limited annual priority to establish partnerships with local providers of services for specialized populations.

Page 14 Added to Strategy 2 as Other: Converting tenant-based vouchers to project-based vouchers.

##### **2. Statement of Financial Resources**

Pages 17-18 Updated table to reflect projected data for 2007.

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

Pages 19-21 Changed "site-based waiting list" selection to "sub-jurisdictional waiting list"

Page 20 Changed a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? from Two to One.

Pages 21-22 Deleted former federal preferences to match ACOP.

Pages 26-27 Added to b. Where may interested persons apply for admission to section 8 tenant-

based assistance as Other: Designated location may be established or application may be processed by mail, fax, and/or internet.

Page 28 Added to 4. Among applicants on the waiting list with equal preference status, how are applicants selected? as Other: DHA may use the lottery option if it is determined to be the best method at the time.

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

Pages 29-34 No changes made.

#### **5. Operations and Management**

Pages 34-35 Revised Management Structure statement to match current organization chart.

Pages 35-36 Revised HUD Programs Table to reflect projected 2007 housing data.

#### **6. PHA Grievance Procedures**

Pages 36-37 No changes made.

#### **7. Capital Improvement Needs**

Pages 37-38 Revised Attachment G. CFP Annual Statement for 2007. Revised Attachment H. CFP 5 Year Action Plan. See comments for these two attachments.

Page 39 Revised e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the CFP Annual Statement.

#### **8. Demolition and Disposition**

Pages 39-42 Added tables for Oldham Towers, NC13-6 and Liberty Street, NC13-8.

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

Pages 42-46 Revised Attachment J. Designation of Public Housing for Occupancy by Elderly Families. See comments for this attachment.

#### **10. Conversion of Public Housing to Tenant-Based Assistance**

Pages 46-47 Revised Attachment L. Component 10 (B) Voluntary Conversion Initial Assessments. See comments for this attachment.

#### **11. Home ownership Programs Administered by the PHA**

Pages 47-50 Updated tables to reflect current housing data.

Page 50 Revised Attachment K. - Section 8 Home ownership Capacity Statement. See

comments for this attachment.

**12. PHA Community Service and Self-sufficiency Programs**

Pages 52-53 Updated tables to reflect current housing data and projected housing data for 2007

**13. PHA Safety and Crime Prevention Measures**

Page 55 Changed number of public housing unit sworn officers from 12 to 13.

**14. Reserved for Pet Policy**

Page 56 No changes made.

**15. Civil Rights Certifications**

Page 56 No changes made.

**16. Fiscal Audit**

Pages 56-57 Revised number of findings from 4 to 3.

**17. Asset Management**

Pages 57-58 Revised types of asset management activities the PHA will undertake in 2007.

**18. Other Information**

Pages 58-60. Revised Attachment B. Statement of Consistency with the Consolidated Plan. See this attachment for comments.

**2007 PHA Annual Plan Attachments:**

**Attachment A. Admissions Policy for Deconcentration**

No changes made.

**Attachment B. Statement of Consistency with Consolidated Plan**

Inserted statement "DHA has reviewed the City of Durham's Consolidated Plan and certify that DHA's Agency Plan is consistent with the City's Consolidated Plan".

### **Attachment C. Resident Advisory Board**

RAB meeting minutes for PHA Plans review, analysis of RAB comments and decision made on RAB comments, public hearing minutes will be revised to reflect 2006 meeting minutes, public hearing minutes, etc.

### **Attachment D. Resident Member on the PHA Governing Board**

Revised to reflect change of address and new five-year term for Ms. Farrington.

### **Attachment E. Membership of the Resident Advisory Board**

Revised to reflect membership changes.

### **Attachment F. Statement of Progress**

Revised to reflect progress made during the period 2003-2006.

### **Attachment G. 2007 Capital Fund Program Annual Statement**

Added items for vacancy reduction renovations, operating costs, and PH supplemental police security.

### **Attachment H. Capital Fund Program Five-Year Action Plan 2007-2011**

Added items for vacancy reduction renovations, operating costs, PH supplemental police security, Morreene Road electrical panel box renovations, individual metering conversion, smoke detectors upgrades, carbon monoxide detectors for gas developments, Sec. 504 renovations upgrades, Morreene Road replace electric meter metal cages

### **Attachment I. Performance and Evaluation Reports 2002-2005 CFPs**

Revised obligation, expenditure, and budget information.

### **Attachment J. Designation of Public Housing for Occupancy by Elderly Families**

DHA will submit a new plan request for designation of certain housing for elderly families.

### **Attachment K. Section 8 Home Ownership Capacity Statement**

No changes made.

### **Attachment L. Component 10 (B) Voluntary Conversion Initial Assessment**

Changed number of developments not subject to required initial assessments based on exemptions (e.g. elderly and/or disabled developments not general occupancy projects) from six to five.

Deleted McDougald Terrace and Fayetteville Street from the developments appropriate for conversion table.

Added Cornwallis Road to the developments appropriate for conversion table.

#### **Attachment M. Section 8 Project Based Rental Assistance**

Deleted this statement "The Housing Authority does not have a proposal currently, to implement a Project Based Section 8 Voucher assistance program. A specific census tract has not been selected".

Added this statement "The Housing Authority intends to issue a Request for Proposal to solicit proposals for the Project Based Housing Choice Voucher Program".

Added Program Selection Criteria.

#### **Attachment N. Pet Rule**

No changes made.

#### **Attachment O. Follow-Up Plans for Resident Assessment Subsystem (RASS)**

Revised to reflect the follow-up plan for 2006 submitted in response to the resident satisfaction surveys comments.

#### **Attachment P. Durham Housing Authority's Community Service Program**

No changes made.

#### **Attachment Q. Capital Fund Financing Program Statement of Intent**

New attachment included to reflect DHA's intent to submit a proposal to participate in the Capital Fund Financing Program (CFFP).

#### **Attachment R. Durham Housing Authority's Violence Against Women Act (VAWA) Policy**

New attachment included to reflect DHA's compliance with the new regulations.

#### **Attachment Q. Assessment of Site-Based Waiting List Development Demographic Changes (This Attachment was in the 2006 PHA Plans)**

Attachment deleted. DHA does not have site-based waiting lists.

## **Resident Advisory Board Meeting Minutes**

September 19, 2006

5:30 p.m.

Attendance: Gloria Nottingham, Emma Manual, Betty Campbell, Martha Moore, Barbara McKoy, Sheila Hart, Dianna Blackley, Sheri Starks, Otis Caviness

Others - Christelle McKinney, Jo-Ann Davis, Alfred Saunders, Valaria Brown, Vickie Ellis

Meeting called to order by Chairperson Nottingham at 5:35 p.m.

Ms. Ellis continued to discuss the major changes (see attached 8/15/06 document) in the draft 2007 PHA Plans as compared with the latest approved agency plan - 2006. RAB proceeded to review Attachments A - R.

RAB member asked questions concerning a recent newspaper article concerning the former Few Gardens residents. Ms. Valaria Brown stated she will be the contact person to answer the questions and provided a phone number, 683-8596.

RAB member asked questions about the pending sale of Fayette Place and residents with project-based vouchers having to move. Staff stated that residents will receive relocation benefits (moving expenses paid, utility reconnection fees paid, etc.) per the Uniform Relocation Act requirements.

Ms. Jo-Ann Davis, Resident Services Director, 683.8596, ext. 226 discussed the upcoming Resident Assessment Subsystem Surveys (RASS) to be sent out by HUD. Staff will distribute notification fliers door to door in some communities. In other communities, staff will hold public hearings and mail the notification fliers to residents at sites where staff do not go door to door. HUD will randomly select the residents who will receive the survey to complete. Ms. Davis stated it is very important that a large number of residents complete and return the surveys.

Ms. Davis introduced Christelle McKinney as the Resident Initiatives Manager, 683-8596, ext. 233. Ms. McKinney will provide staff support to the Resident Advisory Board and the Resident Councils; will also arrange for transportation..

Ms. Davis stated that her staff is located at the HOPE VI office, 533 East Main Street.

Ms. Davis introduced Ms. Valaria Brown, as the FSS Program Manager, 683-8596. Ms. Brown supervises the FSS Case Managers for PH, Section 8, and HOPE VI.

Chairperson Nottingham stated that she had previously indicated an interest in attending the Resident Council President/Executive Director meetings as a Section 8 representative.

Resident Council Presidents in attendance gave a status report on various projects/events in their respective communities to include: Leadership training/graduation ceremonies, Voter registration

drives, Elections to be held November 2006, funding, etc.

Ms. Starks, Ms. Campbell, Ms. Moore, and Ms. McKoy will meet with Ms. Davis concerning Resident Council budgets.

Chairperson Nottingham reviewed the last "For the Record" Statement. She will revise the statement to include a reference to meetings where staff provided training to the RAB on HOPE VI, Section 8, Maintenance, Capital Fund Program, etc. She will present the statement to the Board of Commissioners at the Public Hearing to hear public comments on the draft 2007 PHA Plans, 9/27/06, 6:30 p.m., Central Office Board Room.

Chairperson Nottingham asked the RAB if there were any changes/additions/deletions from the RAB to the draft 2007 PHA Plans. The response was no.

Question was asked by a RAB member as to when a new election of RAB officers will be held. Chairperson Nottingham will discuss with staff and schedule.

Chairperson Nottingham discussed the participation history of RAB members.

The next meeting will be held October 17, 2006, 5:30 p.m.

The meeting was adjourned at 6:55 p.m.

## PHA PLANS - 2007 Annual Plan/5 Year Plan for 2005-2009

### MAJOR CHANGES

8/15/06

#### **5-Year Plan 2005-2009: Mission and Goals**

Page 1 Mission statement revised. Mission statement will be thoroughly reviewed/analyzed during Strategic/Business planning/retreat process in October 2006. Vision statement and value statement will also be created.

Pages 4-5 Added Goals 4.0, 5.0, 6.0, and 7.0.

#### **2007 PHA Annual Plan: Executive Summary**

Page 1 Mission statement revised (**not shown on draft but changed in electronic document version**). Mission statement will be thoroughly reviewed/analyzed during Strategic/Business planning/retreat process in October 2006. Vision statement and value statement will also be created.

Pages 3-4 Added Goals 10, 11, 12, and 13.

#### **2007 PHA Annual Plan Components:**

##### **1. Statement of Housing Needs**

Pages 10-13 Updated tables to reflect current housing data.

Page 14 Added to Strategy 1 as Other: Incorporate local preferences to give limited annual priority to establish partnerships with local providers of services for specialized populations.

Page 14 Added to Strategy 2 as Other: Converting tenant-based vouchers to project-based vouchers.

##### **2. Statement of Financial Resources**

Pages 17-18 Updated table to reflect projected data for 2007.

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

Pages 19-21 Changed "site-based waiting list" selection to "sub-jurisdictional waiting list"

Page 20 Changed a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? from Two to One.

Pages 21-22 Deleted former federal preferences to match ACOP.

Pages 26-27 Added to b. Where may interested persons apply for admission to section 8 tenant-

based assistance as Other: Designated location may be established or application may be processed by mail, fax, and/or internet.

Page 28 Added to 4. Among applicants on the waiting list with equal preference status, how are applicants selected? as Other: DHA may use the lottery option if it is determined to be the best method at the time.

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

Pages 29-34 No changes made.

#### **5. Operations and Management**

Pages 34-35 Revised Management Structure statement to match current organization chart.

Pages 35-36 Revised HUD Programs Table to reflect projected 2007 housing data.

#### **6. PHA Grievance Procedures**

Pages 36-37 No changes made.

#### **7. Capital Improvement Needs**

Pages 37-38 Revised Attachment G. CFP Annual Statement for 2007. Revised Attachment H. CFP 5 Year Action Plan. See comments for these two attachments.

Page 39 Revised e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the CFP Annual Statement.

#### **8. Demolition and Disposition**

Pages 39-42 Added tables for Oldham Towers, NC13-6 and Liberty Street, NC13-8.

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

Pages 42-46 Revised Attachment J. Designation of Public Housing for Occupancy by Elderly Families. See comments for this attachment.

#### **10. Conversion of Public Housing to Tenant-Based Assistance**

Pages 46-47 Revised Attachment L. Component 10 (B) Voluntary Conversion Initial Assessments. See comments for this attachment.

#### **11. Home ownership Programs Administered by the PHA**

Pages 47-50 Updated tables to reflect current housing data.

Page 50 Revised Attachment K. - Section 8 Home ownership Capacity Statement. See

comments for this attachment.

**12. PHA Community Service and Self-sufficiency Programs**

Pages 52-53 Updated tables to reflect current housing data and projected housing data for 2007

**13. PHA Safety and Crime Prevention Measures**

Page 55 Changed number of public housing unit sworn officers from 12 to 13.

**14. Reserved for Pet Policy**

Page 56 No changes made.

**15. Civil Rights Certifications**

Page 56 No changes made.

**16. Fiscal Audit**

Pages 56-57 Revised number of findings from 4 to 3.

**17. Asset Management**

Pages 57-58 Revised types of asset management activities the PHA will undertake in 2007.

**18. Other Information**

Pages 58-60. Revised Attachment B. Statement of Consistency with the Consolidated Plan. See this attachment for comments.

**2007 PHA Annual Plan Attachments:**

**Attachment A. Admissions Policy for Deconcentration**

No changes made.

**Attachment B. Statement of Consistency with Consolidated Plan**

Inserted statement "DHA has reviewed the City of Durham's Consolidated Plan and certify that DHA's Agency Plan is consistent with the City's Consolidated Plan".

### **Attachment C. Resident Advisory Board**

RAB meeting minutes for PHA Plans review, analysis of RAB comments and decision made on RAB comments, public hearing minutes will be revised to reflect 2006 meeting minutes, public hearing minutes, etc.

### **Attachment D. Resident Member on the PHA Governing Board**

Revised to reflect change of address and new five-year term for Ms. Farrington.

### **Attachment E. Membership of the Resident Advisory Board**

Revised to reflect membership changes.

### **Attachment F. Statement of Progress**

Revised to reflect progress made during the period 2003-2006.

### **Attachment G. 2007 Capital Fund Program Annual Statement**

Added items for vacancy reduction renovations, operating costs, and PH supplemental police security.

### **Attachment H. Capital Fund Program Five-Year Action Plan 2007-2011**

Added items for vacancy reduction renovations, operating costs, PH supplemental police security, Morreene Road electrical panel box renovations, individual metering conversion, smoke detectors upgrades, carbon monoxide detectors for gas developments, Sec. 504 renovations upgrades, Morreene Road replace electric meter metal cages

### **Attachment I. Performance and Evaluation Reports 2002-2005 CFPs**

Revised obligation, expenditure, and budget information.

### **Attachment J. Designation of Public Housing for Occupancy by Elderly Families**

DHA will submit a new plan request for designation of certain housing for elderly families.

### **Attachment K. Section 8 Home Ownership Capacity Statement**

No changes made.

### **Attachment L. Component 10 (B) Voluntary Conversion Initial Assessment**

Changed number of developments not subject to required initial assessments based on exemptions (e.g. elderly and/or disabled developments not general occupancy projects) from six to five.

Deleted McDougald Terrace and Fayetteville Street from the developments appropriate for conversion table.

Added Cornwallis Road to the developments appropriate for conversion table.

#### **Attachment M. Section 8 Project Based Rental Assistance**

Deleted this statement “The Housing Authority does not have a proposal currently, to implement a Project Based Section 8 Voucher assistance program. A specific census tract has not been selected”.

Added this statement “The Housing Authority intends to issue a Request for Proposal to solicit proposals for the Project Based Housing Choice Voucher Program”.

Added Program Selection Criteria.

#### **Attachment N. Pet Rule**

No changes made.

#### **Attachment O. Follow-Up Plans for Resident Assessment Subsystem (RASS)**

Revised to reflect the follow-up plan for 2006 submitted in response to the resident satisfaction surveys comments.

#### **Attachment P. Durham Housing Authority's Community Service Program**

No changes made.

#### **Attachment Q. Capital Fund Financing Program Statement of Intent**

New attachment included to reflect DHA's intent to submit a proposal to participate in the Capital Fund Financing Program (CFFP).

#### **Attachment R. Durham Housing Authority's Violence Against Women Act (VAWA) Policy**

New attachment included to reflect DHA's compliance with the new regulations.

#### **Attachment Q. Assessment of Site-Based Waiting List Development Demographic Changes (This Attachment was in the 2006 PHA Plans)**

Attachment deleted. DHA does not have site-based waiting lists.

**ANALYSIS OF RESIDENT ADVISORY BOARD (RAB) COMMENTS AND DECISION  
MADE ON RESIDENT ADVISORY BOARD COMMENTS**

September 28, 2006

**RAB Comment- The components were reviewed and the Resident Advisory Board has no additions or recommendations at this time.**

Durham Housing Authority (DHA) Response: No reply needed..

**FIVE YEAR (2005 - 2009) AND 2007 ANNUAL PLANS  
PUBLIC HEARING MINUTES  
SEPTEMBER 27, 2006  
6:30 p.m.**

The Chairperson of the Board of Commissioners, Thomas Neimann, called the public hearing to order.

Ms. Vickie Ellis, Capital Improvements Administrator, explained that the PHA Plans had been available for review over the last 45 days, since 7/26/06, as required by HUD regulations.

The Chairperson of the Board of Commissioners, Thomas Neimann made the following statement: "The Board of Commissioners of the Durham Housing Authority pledges to the citizens of Durham its respect. The Board asks that citizens to conduct themselves in a respectful, courteous manner, both with the Board and with fellow citizens. Housing Authority Board meetings are a forum for discussions and decisions regarding policies that affect the citizens we serve. We thank the members of the public who share their suggestions with us, and ask that you keep your comments to three minutes or less, allowing as many citizens to speak as possible. Thank you."

Chairperson Neimann opened the public hearing for comments from all persons attending:

Ms. Gloria Nottingham, Resident Advisory Board Chairperson - Presented and read a statement, dated 9/27/06, from the Resident Advisory Board. Copies of the statement were presented to the Board of Commissioners.

Other Comments presented:

Mr. Willie McMahan, Chief Operations Officer - Stated that two revisions were made to Plan Attachment J. DESIGNATION OF PUBLIC HOUSING FOR OCCUPANCY BY ELDERLY FAMILIES, 1) A new designated plan will be submitted to HUD instead of a revision to the previous designated plan; and 2) Oldham Towers, NC13-6 will no longer be designated elderly.

Ms. Vanessa Street, Director of Section 8/Occupancy - Stated that a revision was made to Plan Component 3. PHA Policies Governing Eligibility, Selection and Admissions Subcomponent B. Section 8 to recommend preferences for the most needy (high rent burden), substandard housing, and working families and those unable to work because of age or disability. Also changed the preferences ranking so that "Working families and those unable to work because of age or disability" is ranked as "1"; "Substandard housing" is ranked as "2"; and "High rent burden" is ranked as "2".

Stated that a revision was made to Attachment M. Section 8 Project Based Rental Assistance per a recommendation from HUD to include the detail selection criteria for the applications for project-based rental assistance.

Commissioner George Quick - Questioned the statement "shall not exceed 110% ....".

Ms. Street - Stated it is regulatory language.

Commissioner Ike Robinson - Regarding Attachment M. Asked what the first bullet under the program selection criteria meant?

Ms. Street - Responded that it is open, not limiting the proposal to one site.

Commissioner Ike Robinson - Asked if this has something to do with the City Council concerns. Asked can we/are we steering people?

City Councilman Howard Clement - Stated he presumed Durham Housing Authority is tweaking definitions for substandard housing. He has seen several definitions.

Ms. Street - Responded that the Section 8 Administrative Plan will define substandard housing.

Mr. Clement - Stated there is a discrepancy between the City Council's and Durham Housing Authority's definition of substandard housing. Suggested that it be spelled out. Stated that as long as there is a discrepancy, there will be problems with the City Council.

Ms. Street - Stated she will present at a later time a revised Section 8 Administrative Plan. The time line will be October 2006. Will provide a summary of the changes in a manner similar to the process used by staff to present changes in the Admissions and Continued Occupancy Policy (ACOP) to the Board of Commissioners. The full plan will be presented to the Board of Commissioners in November 2006.

Mr. Clement - Stated that Section 8 is a big issue for the City Council.

Mr. Quick - Stated to make it clear as to what is considered substandard housing so we will be consistent. Asked if we have to use HUD's definition or the City's definition?

Mr. Clement - Stated the City Housing Department has been reformed and has stricter minimum housing codes.

Commissioner Jack Preiss - Regarding the evaluation criteria, why would we say we are singling out developmentally disabled. Referred staff to HUD's definition of disability. Recommended saying all HUD defined disabilities. Recommended that part of the evaluation process should be income.

Ms. Street - Suggested that changes will be included in the Durham Housing Authority board agenda item for the policy change.

There were no additional comments; the public hearing was closed at 7:00 p.m.



ATTACHMENT D

**Resident Member on the PHA Governing Board**

Name: Paige Farrington

Address: 1826 Atterbury Lane  
Durham, NC 27712

Method of Selection: Appointed by City Council, City of Durham, Durham, NC

Term of Appointment: Five-year term (4/3/2006 to 9/28/2010)

Date of Next Term Expiration of a Governing Board Member: 9/28/2007

Appointing Officials for Governing Board (Next Position): City Council, City of Durham, Durham, NC

ATTACHMENT E

**Membership of the Resident Advisory Board**

Ms. Gloria Nottingham, Chairperson - **Section 8**  
200 Woodcroft Parkway, Apt. 48-B  
Durham, NC 27713

Ms. China Townsend - **Public Housing**  
23-E Wabash Avenue  
Durham, NC 27701

Ms. Barbara McKoy - **Public Housing**  
2445 Glenbrook Drive  
Durham, NC 27704

Ms. Glenda Belvin - **Public Housing**  
3605-1 Wiggins Street  
Durham, NC 27704

Ms. Dianna Blackley - **Public Housing**  
3324-A Glasson Street  
Durham, NC 27705

Ms. Evelyn Newsome - **Section 8**  
911 Chester Street  
Durham, NC 27701

Ms. Sheri Starks - **Section 8**  
3502 Play Gate Lane  
Durham, NC 27703

Ms. Regina Hart - **Public Housing**  
204 Laurel Oaks Drive  
Durham, NC 27713

Ms. Emma Manuel - **Section 8**  
500 Pickwick Trail, Apt. 347  
Durham, NC 27704

Ms. Sheila Hart - **Public Housing**  
143-P Commerce Street  
Durham, NC 27701

Ms. Betty Campbell - **Public Housing**  
1011-F Sherwood Drive  
Durham, NC 27705

Ms. Johnsie Williams - **Public Housing**  
2429 Mozelle Street  
Durham, NC 27703

Ms. Martha Moore - **Public Housing**  
807 S. Duke Street, Apt. 926  
Durham, NC 27701

Ms. Eva Mayo - **Public Housing**  
519 E. Main Street #509  
Durham, NC 27701

Ms. Mary Mobley - **Public Housing**  
700 S. Mangum Street #7-E  
Durham, NC 27701

Ms. Sharon Nelson - **Public Housing**  
2507-5 S. Roxboro Street  
Durham, NC 27707

## ATTACHMENT F

### **Statement of Progress**

The Durham Housing Authority (DHA) has made significant progress and improvements over the last few years. DHA was declared troubled in FY 2003 with a PHAS score of 56. That score has increased to 91 for FY 2005, now declaring the Housing Authority a high performer. The DHA successfully completed the requirements of a Memorandum of Agreement with HUD to remove DHA from the Troubled Housing Authority List. The DHA revised its organizational structure and staffing to comply with HUD's rules and regulations and to ensure quality customer service is being delivered efficiently and effectively. DHA expanded housing opportunities for low-income and elderly families by completing several phases of the Few Gardens HOPE VI revitalization effort. The DHA continues to promote economic self-sufficiency through the Family Self-Sufficiency program, scholarship program, and the various enrichment and supportive services programs that are offered throughout the agency.

ATTACHMENT G  
2007 CAPITAL FUND PROGRAM

<b>Annual Statement/Performance and Evaluation Report          Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:          Summary</b>					
PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM		Grant Type and Number Capital Fund Program Grant No: NC19P01350107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <b>ORIGINAL GRANT NOT APPROVED YET.</b> <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0			
2	1406 Operations	\$628,530			
3	1408 Management Improvements	\$259,000			
4	1410 Administration	\$211,588			
5	1411 Audit	\$0			
6	1415 Liquidated Damages	\$0			
7	1430 Fees and Costs	\$218,892			
8	1440 Site Acquisition	\$0			
9	1450 Site Improvement	\$645,000			
10	1460 Dwelling Structures	\$1,543,920			
11	1465.1 Dwelling Equipment—Nonexpendable	\$302,700			
12	1470 Nondwelling Structures	\$0			
13	1475 Nondwelling Equipment	\$23,000			
14	1485 Demolition	\$0			
15	1490 Replacement Reserve	\$0			

		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
16	1492 Moving to Work Demonstration	\$0			
17	1495.1 Relocation Costs	\$0			
18	1499 Development Activities	\$0			
19	1501 Collaterization or Debt Service	\$0			
20	1502 Contingency	\$0			
21	Amount of Annual Grant: (sum of lines 2 - 20)	\$3,832,630			
22	Amount of line 21 Related to LBP Activities	\$0			
23	Amount of line 21 Related to Section 504 compliance	\$0			
24	Amount of line 21 Related to Security - Soft Costs	\$0			
25	Amount of Line 21 Related to Security - Hard Costs	\$0			
26	Amount of line 21 Related to Energy Conservation Measures	\$1,274,620			

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM		Grant Type and Number Capital Fund Program Grant No: NC19P01350107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC13-2&3 McDougald Terrace	Water heaters replacement Water heaters enclosures Dryer outlets/vents	1460 1460 1460	100% 100% 100%	\$245,520 \$72,000 \$126,000				
NC13-4 Scattered Sites	Roof replacement	1460	50 units	\$150,000				
NC13-6 Oldham Towers	Furniture - lobby areas HVAC wall units Kitchen wall cabinets	1475 1460 1460	100% 106 units 106 units	\$8,000 \$300,000 \$127,000				
NC13-7 Cornwallis Road	CPTED improvements Ranges Refrigerators	1450 1465 1465	100% 200 units 200 units	\$10,000 \$80,000 \$90,000				
NC13-8 Liberty	CPTED improvements	1450	100%	\$10,000				

Street	Erosion control/landscaping Repair/repave parking areas Dumpsters/pads/fences	1450 1450 1450	100% 100% 100%	\$220,000 \$150,000 \$120,000				
NC13-9 Club Boulevard	Community center - tables, chairs Dryer outlets/vents CPTED improvements	1475 1460 1450	100% 77 units 100%	\$5,000 \$30,800 \$25,000				
NC13-10 Hoover Road	Community center - tables, chairs Ranges Refrigerators	1475 1465 1465	54 units 54 units 100%	\$5,000 \$21,600 \$24,300				
NC13-11 J. J. Henderson	Asphalt repaving/concrete repairs Fire pumps replacement	1450 1460	100% 100%	\$100,000 \$50,000				
NC13-12 Morreene Road	Water heaters replacement Community entrance signs	1460 1450	224 units 100%	\$160,000 \$10,000				
NC13-13 Damar Court	Interior painting Dryer outlets/vents Ranges Refrigerators	1460 1460 1465 1465	102 units 102 units 102 units 102 units	\$173,000 \$40,800 \$40,800 \$46,000				
NC13-15 Oxford Manor	Dryer outlets/vents Community center - tables, chairs	1460 1475	172 units 100%	\$68,800 \$5,000				
NC13-16 Kerrwood Estates				\$0				
NC13-18 Birchwood Heights				\$0				

NC13-20 Forest Hill Heights				\$0				
NC13-22 Laurel Oaks				\$0				
PHA-wide	Finance/Admin. Training	1408		\$5,000				
	Maintenance Training	1408		\$10,000				
	Capital Improvements Training	1408		\$5,000				
	Housing Managers Training	1408		\$10,000				
	Youth Leadership Training (NC13-2 & 3)	1408		\$10,000				
	Admissions Training	1408		\$4,000				
	Resident Initiatives (Staff/Residents) Training	1408		\$15,000				
	Administration	1410		\$211,588				
	Fees and Costs	1430		\$218,892				
	Vacancy reduction renovations	1406		\$250,000				
	Operating costs	1406		\$378,530				
	PH supplemental police security	1408		\$200,000				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>		
PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM	<b>Grant Type and Number</b> Capital Fund Program No: NC19P01305107 Replacement Housing Factor No:	<b>Federal FY of Grant:</b> 2007

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NC13-2&3 McDougald Terrace	9/13/2009			9/12/2011			
NC13-4 Scattered Sites	9/13/2009			9/12/2011			
NC13-6 Oldham Towers	9/13/2009			9/12/2011			
NC13-7 Cornwallis Road	9/13/2009			9/12/2011			
NC13-8 Liberty Street	9/13/2009			9/12/2011			
NC13-9 Club Boulevard	9/13/2009			9/12/2011			
NC13-10 Hoover Road	9/13/2009			9/12/2011			
NC13-11 J. J. Henderson	9/13/2009			9/12/2011			
NC13-12 Morreene Road	9/13/2009			9/12/2011			
NC13-13 Damar Court	9/13/2009			9/12/2011			
NC13-15 Oxford Manor	N/A						
NC13-16 Kerrwood Estates	N/A			N/A			
NC13-18 Birchwood Heights	N/A			N/A			
NC13-20 Forest Hill Heights	N/A			N/A			
NC13-22 Laurel Oaks	N/A			N/A			
PHA - wide Finance/Admin. Training	9/13/2009			9/12/2011			
Maintenance Training	9/13/2009			9/12/2011			
Capital Imp. Training	9/13/2009			9/12/2011			
Hsg. Mgr. Training	9/13/2009			9/12/2011			
Youth Ldrshp. Training	9/13/2009			9/12/2011			
Admissions Training	9/13/2009			9/12/2011			
Resident Init. Training	9/13/2009			9/12/2011			

	Original	Revised	Actual	Original	Revised	Actual	
Administration	9/13/2009			9/12/2011			
Fees and Costs	9/13/2009			9/12/2011			
Vacancy reduction							
renovations	9/13/2009			9/12/2011			
Operating costs	9/13/2009			9/12/2011			
PH supplemental police							
security							

ATTACHMENT H

**Capital Fund Program Five-Year Action Plan  
Part I: Summary**

PHA Name HOUSING AUTHORITY OF THE CITY OF DURHAM						<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:
Development Number/Name/HA-Wide	Year 1 2007	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011	
	Annual Statement					
NC13-2 & 3 McDougald Terrace		\$466,000	\$3,071,000	\$1,223,560	\$2,816,353	
NC13-4 Scattered Sites		\$320,900	\$0	\$166,850	\$230,000	
NC13-6 Oldham Towers		\$65,132	\$0	\$20,000	\$200,000	
NC13-7		\$0	\$0	\$76,316	\$1,300,000	

Cornwallis Road					
NC13-8 Liberty Street		\$467,363	\$766,800	\$26,863	\$284,000
NC13-9 Club Boulevard		\$150,000	\$0	\$19,310	\$390,900
NC13-10 Hoover Road		\$0	\$0	\$20,444	\$518,400
NC13-11 J. J. Henderson		\$200,237	\$0	\$93,125	\$1,215,000
NC13-12 Morreene Road		\$672,000	\$0	\$1,372,951	\$955,000
NC13-13 Damar Court		\$60,000	\$0	\$72,018	\$100,000
NC13-15 Oxford Manor		\$0	\$0	\$266,255	\$0
NC13-16 Kerrwood Estates		\$0	\$0	\$0	\$0
NC13-18 Birchwood Heights		\$0	\$0	\$0	\$0
NC13-20 Forest Hill Heights		\$0	\$0	\$11,550	\$420,500
NC13-22		\$0	\$0	\$3,743	\$0

Laurel Oaks					
PHA-wide		\$3,231,128	\$1,495,783	\$1,456,037	\$1,952,489
CFP Funds Listed for 5- year planning		\$6,395,760	\$5,333,583	\$4,829,022	\$10,220,642
Replacement Housing Factor Funds		\$123,914	\$123,914	\$0	\$0

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pages—Work Activities**

Activities for Year 1 2007	Activities for Year : <u>2</u> FFY Grant: 2008 PHA FY: 2008			Activities for Year: <u>3</u> FFY Grant: 2009 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Annual	NC13-2 & 3 McDougald Terrace	Wall kitchen cabinets Range hoods	\$358,000 \$108,000	NC13-2 & 3 McDougald Terrace	HVAC renovations  Structural repairs Exterior doors/jambs/peepholes Central mailboxes installations	\$2,556,000 \$100,000 \$360,000 \$55,000
Statement	NC13-4 Scattered Sites	HVAC renovations Security fencing	\$300,900 20,000	NC13-4 Scattered Sites		\$0
	NC13-6 Oldham Towers	Fluorescent lighting conversion Front parking area awning	\$15,132 \$50,000	NC13-6 Oldham Towers		\$0
	NC13-7 Cornwallis Road		\$0	NC13-7 Cornwallis Road		\$0
	NC13-8 Liberty Street	Private outdoor space Playground equipment Exterior entry doors/peepholes	\$317,363 \$42,000 \$108,000	NC13-8 Liberty Street	HVAC renovations	\$766,800
	NC13-9 Club Boulevard	Community center renovations	\$150,000	NC13-9 Club Boulevard		\$0
	NC13-10 Hoover Road		\$0	NC13-10 Hoover Road		\$0

	NC13-11 J. J. Henderson	Floor tile installation	\$200,237	NC13-11 J. J. Henderson		\$0
	NC13-12 Morreene Road	Electrical panel box renovations	\$672,000	NC13-12 Morreene Road		\$0
	NC13-13 Damar Court	Playground equipment Playground fence	\$30,000 \$30,000	NC13-13 Damar Court		\$0
	NC13-15 Oxford Manor		\$0	NC13-15 Oxford Manor		\$0
	NC13-16 Kerrwood Estates		\$0	NC13-16 Kerrwood Estates		\$0
	NC13-18 Birchwood Heights		\$0	NC13-18 Birchwood Heights		\$0
	NC13-20 Forest Hill Heights		\$0	NC13-20 Forest Hill Heights		\$0 \$0
	NC13-22 Laurel Oaks		\$0	NC13-22 Laurel Oaks		\$0
	PHA-wide	Finance/Admin. Training Capital Imp. Training Maintenance Training Housing Mgrs. Training Admissions Training Youth Ldr. Training (NC13-7, 8, 9, 13) Resident Init. Training Administration Fees and Costs Vacancy reduction renovations Individual metering conversion	\$5,000 \$5,000 \$10,000 \$10,000 \$4,000 \$10,000 \$15,000 \$217,935 \$316,463 \$250,000 \$1,809,200 \$440,300	PHA-wide	Finance/Admin. Training Capital Imp. Training Maintenance Training Housing Mgrs. Training Admissions Training Youth Ldr. Training (NC13-10, 12, 15, 22) Resident Init. Training Administration Fees and Costs Vacancy reduction renovations Operating costs PH supplemental	\$5,000 \$5,000 \$10,000 \$10,000 \$4,000 \$10,000 \$15,000 \$224,473 \$383,780 \$250,000 \$378,530 \$200,000

		Smoke detectors upgrades	\$30,300		police security	
		CO detectors	\$292,400			
		Sec. 504 renovations	\$378,530			
		upgrades	\$200,000			
		Operating costs				
		PH supplemental				
		police security				
<b>Total CFP Estimated Cost</b>			\$6,395,760			\$5,333,583

**Capital Fund Program Five-Year Action Plan  
Part II: Supporting Pages—Work Activities**

Activities for Year : <u>4</u> FFY Grant: 2010 PHA FY: 2010			Activities for Year: <u>5</u> FFY Grant: 2011 PHA FY: 2011		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
NC13-2 & 3 McDougald Terrace	Tot lots/playground equipment Picnic areas Sidewalks replacement Landscaping/erosion control CPTED improvements Reposition downspouts at stoops Fluorescent lighting conversion	\$35,000 \$15,000 \$280,000 \$500,000 \$200,000 \$60,000 \$133,560	NC13-2 & 3 McDougald Terrace	Refrigerators Bathroom renovations Comm. Ctr. air handlers Floor tile replacement (all floors) Ceiling/wall repairs (LR, Stairway area) Replace rear porch awnings	\$162,000 \$1,074,000 \$100,000 \$1,350,353 \$100,000 \$30,000
NC13-4 Scattered Sites	Fluorescent lighting conversion Kitchen renovations	\$16,850 \$150,000	NC13-4 Scattered Sites	Interior painting Bathroom renovations	\$80,000 \$150,000
NC13-6 Oldham Towers	Upgrade entry access control system	\$20,000	NC13-6 Oldham Towers	Floor tile replacement	\$200,000
NC13-7 Cornwallis Road	Fluorescent lighting conversion	\$76,316	NC13-7 Cornwallis Road	Interior painting/ (patch/repair walls) Repair/replace floors Closet doors replacement Fencing (perimeter)	\$300,000 \$550,000 \$400,000 \$50,000
NC13-8 Liberty Street	Fluorescent lighting conversion	\$26,863	NC13-8 Liberty Street	Community Ctr. renovations	\$150,000 \$134,000

				Water heaters replacement	
NC13-9 Club Boulevard	Fluorescent lighting conversion	\$19,310	NC13-9 Club Boulevard	Interior painting Roof replacement Drainage repairs underneath units	\$130,900 \$210,000 \$50,000
NC13-10 Hoover Road	Fluorescent lighting conversion	\$20,444	NC13-10 Hoover Road	Interior painting HVAC renovations	\$135,000 \$383,400
NC13-11 J. J. Henderson	Fluorescent lighting conversion Upgrade entry access control system	\$73,125 \$20,000	NC13-11 J. J. Henderson	Interior painting (walls/common areas) HVAC renovations (units/common areas)	\$430,000 \$785,000
NC13-12 Morreene Road	HVAC renovations Fluorescent lighting conversion CPTED improvements	\$1,333,400 \$19,551 \$20,000	NC13-12 Morreene Road	Interior painting (patch/repair walls) Exterior doors/jamb/storefront units replacement Community center HVAC system Community center waiting area renovations Replace electric meter metal cages	\$300,000 \$600,000 \$10,000 \$5,000 \$40,000
NC13-13 Damar Court	Fluorescent lighting conversion CPTED improvements Replace bathroom light fixtures	\$35,598 \$15,000 \$21,420	NC13-13 Damar Court	Basement/crawlspace doors /jamb replacement 2nd crawlspace access door Community center renovations	\$40,000 \$10,000 \$50,000
NC13-15 Oxford Manor	Fluorescent lighting conversion Sidewalks repair/replace	\$66,255 \$200,000	NC13-15 Oxford Manor		\$0
NC13-16 Kerrwood Estates		\$0	NC13-16 Kerrwood Estates		\$0
NC13-18 Birchwood		\$0	NC13-18 Birchwood		\$0

Heights			Heights		
NC13-20 Forest Hill Heights	Fluorescent lighting conversion	\$11,550	NC13-20 Forest Hill Heights	Interior painting (patch/repair walls) HVAC renovations Exterior siding, aluminum trim, window shutters repairs/replacements	\$88,000 \$324,500 \$8,000
NC13-22 Laurel Oaks	Fluorescent lighting conversion	\$3,743	NC13-22 Laurel Oaks		\$0
PHA-wide	Finance/Admin. Training	\$5,000	PHA-wide	Finance/Admin. Training	\$5,000
	Capital Imp. Training	\$5,000		Capital Imp. Training	\$5,000
	Maintenance Training	\$10,000		Maintenance Training	\$10,000
	Housing Mgrs. Training	\$10,000		Housing Mgrs. Training	\$10,000
	Admissions Training	\$4,000		Admissions Training	\$4,000
	Youth Ldr. Training (NC13-2, 3)	\$10,000		Youth Ldr. Training (NC13-7, 8, 9, 13)	\$10,000
	Resident Init. Training Administration	\$15,000		Resident Init. Training Administration	\$15,000
	Fees and Costs	\$231,208		Fees and Costs	\$238,144
	Vacancy reduction renovations	\$320,882		Vacancy reduction renovations	\$826,815
	Operating costs	\$250,000		Operating costs	\$250,000
	PH supplemental police security	\$378,530		PH supplemental police security	\$378,530
		\$200,000			\$200,000
<b>Total CFP Estimated Cost</b>		\$4,829,022			\$10,220,642



**ATTACHMENT I**  
**2002 CAPITAL FUND PROGRAM**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:</b> <b>Summary</b>						
<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF DURHAM		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P01350102 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3 ) FINAL <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/06 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds	\$0	\$0	\$0	\$0	
2	1406 Operations	\$0	\$0	\$0	\$0	
3	1408 Management Improvements	\$50,000	\$47,810	\$47,810	\$47,810	
4	1410 Administration	\$110,020	\$103,393	\$103,393	\$103,393	
5	1411 Audit	\$0	\$0	\$0	\$0	
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0	
7	1430 Fees and Costs	\$69,752	\$63,268	\$63,268	\$63,268	
8	1440 Site Acquisition	\$0	\$0	\$0	\$0	
9	1450 Site Improvement	\$410,000	\$251,881	\$251,881	\$251,881	
10	1460 Dwelling Structures	\$2,305,460	\$2,201,917	\$2,201,917	\$2,201,917	
11	1465.1 Dwelling Equipment—Nonexpendable	\$271,700	\$196,676	\$196,676	\$196,676	
12	1470 Nondwelling Structures	\$225,000	\$496,478	\$496,478	\$496,478	
13	1475 Nondwelling Equipment	\$65,000	\$145,509	\$145,509	\$145,509	
14	1485 Demolition	\$0	\$0	\$0	\$0	
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0	

		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0
18	1499 Development Activities	\$0	\$0	\$0	\$0
19	1501 Collaterization or Debt Service	\$0	\$0	\$0	\$0
20	1502 Contingency	\$0	\$0	\$0	\$0
21	Amount of Annual Grant: (sum of lines 2 - 20)	\$3,506,932	\$3,506,932	\$3,506,932	\$3,506,932
22	Amount of line 21 Related to LBP Activities	\$0	\$0	\$0	\$0
23	Amount of line 21 Related to Section 504 compliance	\$0	\$0	\$0	\$0
24	Amount of line 21 Related to Security - Soft Costs	\$0	\$0	\$0	\$0
25	Amount of Line 21 Related to Security - Hard Costs	\$0	\$0	\$0	\$0
26	Amount of line 21 Related to Energy Conservation Measures	\$1,212,660	\$1,523,610	\$1,523,610	\$1,523,610

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM		Grant Type and Number Capital Fund Program Grant No: NC19P01350102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
				\$0	\$0	\$0	\$0	
NC13-1 Few Gardens				\$0	\$0	\$0	\$0	
NC13-2&3 McDougald Terrace	Roof replacement Ranges	1460 1465	100% 360 ea.	\$585,000 \$150,000	\$126,139 \$89,070	\$126,139 \$89,070	\$126,139 \$89,070	Complete Complete
NC13-4 Scattered Sites	Exterior painting Ranges	1460 1465	100% 50 ea.	\$90,000 \$15,200	\$49,749 \$12,208	\$49,749 \$12,208	\$49,749 \$12,208	Complete Complete
NC13-5 Fayetteville Street	Exterior doors/peepholes/replace transom windows	1460	200 units	\$0	\$0	\$0	\$0	Reprogrammed
NC13-6 Oldham Towers	Upgrade elevator doors/controls Ranges Kitchen base cabinets/countertops/sinks/faucets	1460 1465 1460	100% 106 ea. 94 ea.	\$200,000 \$42,000 \$0	\$369,579 \$28,995 \$114,300	\$369,579 \$28,995 \$114,300	\$369,579 \$28,995 \$114,300	In progress in 2003 CFP Complete Complete
NC13-7 Cornwallis Road	HVAC renovations	1460	200 units	\$0	\$310,223	\$310,223	\$310,223	In progress in 2003 CFP
NC13-8 Liberty	Windows/screens replacement	1460	108 units	\$343,699	\$421,912	\$421,912	\$421,912	Complete

Street	Bathroom renovations	1460	73 units	\$0	\$196,240	\$196,240	\$196,240	Complete
NC13-9 Club Boulevard	Steps/walkway repairs	1450	100%	\$250,000	\$224,022	\$224,022	\$224,022	Complete
NC13-10 Hoover Road				\$0	\$0			
NC13-11 J. J. Henderson	Upgrade elevator controls/doors	1460		\$485,000	\$155,253	\$155,253	\$155,253	Complete
	Plumbing cutoff valves (kit./bath)	1460		\$40,091	\$41,389	\$41,389	\$41,389	Complete
	Ranges	1465		\$49,000	\$51,283	\$51,283	\$51,283	Complete
NC13-12 Morreene Road	Kitchen wall cabinets	1460	224 units	\$200,000	\$54,752	\$54,752	\$54,752	Complete
NC13-13 Damar Court	Heating system repairs	1460	100%	\$357,170	\$357,170	\$357,170	\$357,170	Complete
	Exterior door peepholes	1460	102 units	\$4,500	\$4,500	\$4,500	\$4,500	Complete
NC13-15 Oxford Manor	Community center renovation	1470	100%	\$225,000	\$164,953	\$164,953	\$164,953	Complete
NC13-16 Kerrwood Estates				\$0		\$0	\$0	
NC13-18 Birchwood Heights				\$0		\$0	\$0	
NC13-20 Forest Hill Heights	Repair/pave parking lots streets	1450		\$160,000	\$27,859	\$27,859	\$27,859	Complete
	Ranges	1465		\$15,500	\$15,120	\$15,120	\$15,120	Complete
NC13-22 Laurel Oaks	Rear door blinds	1460	30 units	\$0	\$711	\$711	\$711	Complete
PHA-wide	Administrative Services Training	1408		\$5,000	\$5,686	\$5,686	\$5,686	Complete
	Maintenance Training	1408		\$10,000	\$8,485	\$8,485	\$8,485	Complete
	Planning & Development Training	1408		\$5,000	\$5,014	\$5,014	\$5,014	Complete
	Housing Managers Training	1408		\$8,000	\$8,000	\$8,000	\$8,000	Complete
	Resident Education	1408		\$10,000	\$9,625	\$9,625	\$9,625	Complete
	Youth Leadership Training (NC13-10, 12, 15)	1408		\$10,000	\$9,000	\$9,000	\$9,000	Complete
	Occupancy Training	1408		\$2,000	\$2,000	\$2,000	\$2,000	Complete
	Administration	1410		\$110,020	\$103,393	\$103,393	\$103,393	Complete
	Fees and Costs	1430		\$69,752	\$63,268	\$63,268	\$63,268	Complete
	Vans - Renovation crews	1475		\$65,000	\$145,509	\$145,509	\$145,509	Complete
Central office renovations	1470		\$0	\$331,525	\$331,525	\$331,525	In progress	

								in 2003 CFP

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

<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF DURHAM			<b>Grant Type and Number</b> Capital Fund Program No: NC19P01305102 Replacement Housing Factor No:				<b>Federal FY of Grant:</b> 2002	
<b>Development Number Name/HA-Wide Activities</b>	<b>All Fund Obligated (Quarter Ending Date)</b>			<b>All Funds Expended (Quarter Ending Date)</b>			<b>Reasons for Revised Target Dates</b>	
	<b>Original</b>	<b>Revised</b>	<b>Actual</b>	<b>Original</b>	<b>Revised</b>	<b>Actual</b>		
NC13-1 Few Gardens	N/A			N/A				
NC13-2&3 McDougald Terrace	5/30/2004		3/31/04	5/30/2006		3/31/06		
NC13-4 Scattered Sites	5/30/2004		3/31/04	5/30/2006		3/31/06		
NC13-5 Fayetteville Street	5/30/2004	N/A		5/30/2006	N/A			
NC13-6 Oldham Towers	5/30/2004		3/31/04	5/30/2006		3/31/06		
NC13-7 Cornwallis Road	N/A	5/30/2004	3/31/04	N/A	5/30/2006	3/31/06		
NC13-8 Liberty Street	5/30/2004		3/31/04	5/30/2006		3/31/06		
NC13-9 Club Boulevard	5/30/2004		3/31/04	5/30/2006		6/30/05		
NC13-10 Hoover Road	N/A			N/A				
NC13-11 J. J. Henderson	5/30/2004		3/31/04	5/30/2006		3/31/06		
NC13-12 Morreene Road	5/30/2004		3/31/04	5/30/2006		3/31/06		
NC13-13 Damar Court	5/30/2004		12/31/03	5/30/2006		6/30/04		
NC13-15 Oxford Manor	5/30/2004		12/31/03	5/30/2006		3/31/06		
NC13-16 Kerrwood Estates	N/A			N/A				
NC13-18 Birchwood	N/A			N/A				

	Original	Revised	Actual	Original	Revised	Actual	
Heights							
NC13-20 Forest Hill Heights	5/30/2004		5/30/04	5/30/2006		3/31/06	
NC13-22 Laurel Oaks	N/A	5/30/2004	3/31/2004	N/A	5/30/2006	9/30/05	
PHA - wide							
Admin. Services	5/30/2004		12/31/02	5/30/2006		6/30/05	
Training	5/30/2004		12/31/02	5/30/2006		12/31/04	
Maintenance Training	5/30/2004		12/31/02	5/30/2006		12/31/05	
P & D Training	5/30/2004		12/31/02	5/30/2006		6/30/05	
Hsg. Mgr. Training	5/30/2004		12/31/02	5/30/2006		6/30/03	
Resident Education	5/30/2004		5/30/04	5/30/2006		12/31/04	
Youth Ldrshp. Training	5/30/2004		12/31/02	5/30/2006		12/31/04	
Occupancy Training	5/30/2004		12/31/02	5/30/2006		3/31/06	
Administration	5/30/2004		12/31/02	5/30/2006		3/31/06	
Fees and Costs	5/30/2004		3/31/04	5/30/2006		3/31/06	
Vans - Renovation Crews	N/A	5/30/2004	3/31/04	N/A	5/30/2006	3/31/06	
Central office renovations							

## 2003 CAPITAL FUND PROGRAM

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:</b> <b>Summary</b>						
<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF DURHAM		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P01350103 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2003	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/06 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds	\$0	\$0	\$0	\$0	
2	1406 Operations	\$0	\$0	\$0	\$0	
3	1408 Management Improvements	\$40,000	\$41,534	\$41,534	\$41,534	
4	1410 Administration	\$408,253	\$408,253	\$408,253	\$261,411	
5	1411 Audit	\$0	\$0	\$0	\$0	
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0	
7	1430 Fees and Costs	\$143,468	\$75,187	\$75,187	\$43,966	
8	1440 Site Acquisition	\$0	\$0	\$0	\$0	
9	1450 Site Improvement	\$99,780	\$111,593	\$111,593	\$111,593	
10	1460 Dwelling Structures	\$848,903	\$1,482,710	\$1,482,710	\$816,201	
11	1465.1 Dwelling Equipment—Nonexpendable	\$687,296	\$266,289	\$266,289	\$266,289	
12	1470 Nondwelling Structures	\$495,000	\$320,234	\$320,234	\$300,825	
13	1475 Nondwelling Equipment	\$0	\$16,900	\$16,900	\$16,900	
14	1485 Demolition	\$0	\$0	\$0	\$0	
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0	
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0	
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0	

		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
18	1499 Development Activities	\$0	\$0	\$0	\$0
19	1501 Collateralization or Debt Service	\$0	\$0	\$0	\$0
20	1502 Contingency	\$0	\$0	\$0	\$0
21	Amount of Annual Grant: (sum of lines 2 - 20)	\$2,722,700	\$2,722,700	\$2,722,700	\$1,858,719
22	Amount of line 21 Related to LBP Activities	\$0	\$0	\$0	\$0
23	Amount of line 21 Related to Section 504 compliance	\$0	\$0	\$0	\$0
24	Amount of line 21 Related to Security - Soft Costs	\$0	\$0	\$0	\$0
25	Amount of Line 21 Related to Security - Hard Costs	\$0	\$0	\$0	\$0
26	Amount of line 21 Related to Energy Conservation Measures	\$997,896	\$1,347,120	\$1,347,120	\$761,790

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM		Grant Type and Number Capital Fund Program Grant No: NC19P01350103 Replacement Housing Factor Grant No:				Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
				\$0	\$0	\$0	\$0	
NC13-1 Few Gardens				\$0	\$0	\$0	\$0	
NC13-2&3 McDougald Terrace	Kitchen base cabinets/countertops	1460	358 units	\$351,140	\$275,797	\$275,797	\$275,797	Complete
NC13-4 Scattered Sites	Closet doors Range hoods	1460 1460	100% 50 ea.	\$26,178 \$9,500	\$7,188 \$0	\$7,188 \$0	\$7,188 \$0	Complete Complete 2001 CFP
NC13-5 Fayetteville Street				\$0				
NC13-6 Oldham Towers	Kitchen base cabinets/countertops/sinks Lavatory faucets	1460 1460	106 units 106 units	\$151,485 \$10,600	\$0 \$0	\$0 \$0	\$0 \$0	Complete 2002 CFP Complete 2002 CFP
NC13-7 Cornwallis Road	Air conditioners	1460	200 units	\$163,333	\$948,577	\$948,577	\$363,247	In progress
NC13-8 Liberty Street	Bathroom renovations Ranges	1460 1465	16 units 108 ea.	\$300,000 \$29,337	\$43,499 \$28,819	\$43,499 \$28,819	\$43,499 \$28,819	Complete Complete

	Refrigerators	1465	108 ea.	\$49,585	\$44,490	\$44,490	\$44,490	Complete
NC13-9 Club Boulevard	Air conditioning condensers	1460	77 ea.	\$60,000	\$60,000	\$60,000	\$60,000	Complete
	Tot lot/playground equipment	1450	100%	\$19,780	\$0	\$0	\$0	Complete Complete 2003 CFP
NC13-10 Hoover Road				\$0		\$0	\$0	
NC13-11 J. J. Henderson	Refrigerators	1465	178 ea.	\$90,000	\$60,803	\$60,803	\$60,803	Complete
	Upgrade elevators doors/controls	1460	100%	\$0	\$118,894	\$118,894	\$38,015	In progress
NC13-12 Morreene Road	Ranges	1465	216 ea.	\$64,538	\$51,188	\$51,188	\$51,188	Complete
	Refrigerators	1465	216 ea.	\$99,169	\$80,989	\$80,989	\$80,989	Complete
NC13-13 Damar Court	Dumpsters	1450	8 ea.	\$5,000	\$7,343	\$7,343	\$7,343	Complete
NC13-15 Oxford Manor	Air conditioners	1460	172 units	\$131,334	\$28,755	\$28,755	\$28,755	In progress
	Community center renovations	1470	100%	\$0	\$19,409	\$19,409	\$0	Complete
NC13-16 Kerrwood Estates				\$0				
NC13-18 Birchwood Heights				\$0				
NC13-20 Forest Hill Heights	Sidewalks installation	1450	50%	\$75,000	\$104,250	\$104,250	\$104,250	Complete
	Roof replacement Community Center	1470	100%	\$70,000	6,698	6,698	6,698	Complete
PHA-wide	Administrative Services Training	1408		\$5,000	\$5,709	\$5,709	\$5,709	Complete
	Maintenance Training	1408		\$10,000	\$10,000	\$10,000	\$10,000	Complete
	Planning & Development Training	1408		\$5,000	\$5,000	\$5,000	\$5,000	Complete
	Housing Managers Training	1408		\$8,000	\$8,825	\$8,825	\$8,825	Complete
	Youth Leadership Training (NC13-2, 3, 5)	1408		\$10,000	\$10,000	\$10,000	\$10,000	Complete
	Occupancy Training	1408		\$2,000	\$2,000	\$2,000	\$2,000	Complete
	Administration	1410		\$408,253	\$408,253	\$408,253	\$261,411	In progress
	Fees and Costs	1430		\$143,468	\$75,187	\$75,187	\$43,966	In progress
	Central Office renovations	1470		\$425,000	\$294,127	\$294,127	\$294,127	In progress
	Vans -Maintenance renovation crews	1475		\$0	\$16,900	\$16,900	\$16,900	Complete

--	--	--	--	--	--	--	--	--

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

<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF DURHAM		<b>Grant Type and Number</b> Capital Fund Program No: NC19P01305103 Replacement Housing Factor No:				<b>Federal FY of Grant:</b> 2003	
<b>Development Number Name/HA-Wide Activities</b>	<b>All Fund Obligated (Quarter Ending Date)</b>			<b>All Funds Expended (Quarter Ending Date)</b>			<b>Reasons for Revised Target Dates</b>
	<b>Original</b>	<b>Revised</b>	<b>Actual</b>	<b>Original</b>	<b>Revised</b>	<b>Actual</b>	
NC13-1 Few Gardens	N/A			N/A			
NC13-2&3 McDougald Terrace	9/16/2005		9/16/2005	9/16/2007			
NC13-4 Scattered Sites	9/16/2005		9/16/2005	9/16/2007			
NC13-5 Fayetteville Street	N/A			N/A			
NC13-6 Oldham Towers	9/16/2005		N/A	9/16/2007			
NC13-7 Cornwallis Road	9/16/2005		9/16/2005	9/16/2007			
NC13-8 Liberty Street	9/16/2005		9/16/2005	9/16/2007			
NC13-9 Club Boulevard	9/16/2005		9/16/2005	9/16/2007			
NC13-10 Hoover Road	N/A			N/A			
NC13-11 J. J. Henderson	9/16/2005		3/31/04	9/16/2007			
NC13-12 Morreene Road	9/16/2005		3/31/04	9/16/2007			
NC13-13 Damar Court	9/16/2005		3/31/04	9/16/2007		6/30/2004	
NC13-15 Oxford Manor	9/16/2005		9/16/2005	9/16/2007			
NC13-16 Kerrwood Estates	N/A			N/A			
NC13-18 Birchwood Heights	N/A			N/A			

	<b>Original</b>	<b>Revised</b>	<b>Actual</b>	<b>Original</b>	<b>Revised</b>	<b>Actual</b>	
NC13-20 Forest Hill Heights	9/16/2005		9/16/2005	9/16/2007			
PHA - wide							
Admin. Services	9/16/2005		12/31/03	9/16/2007		6/30/06	
Training	9/16/2005		12/31/03	9/16/2007		6/30/06	
Maintenance Training	9/16/2005		12/31/03	9/16/2007		6/30/06	
P & D Training	9/16/2005		12/31/03	9/16/2007		12/31/05	
Hsg. Mgr. Training	9/16/2005		6/30/04	9/16/2007		12/31/04	
Youth Ldrshp. Training	9/16/2005		12/31/03	9/16/2007		6/30/06	
Occupancy Training	9/16/2005		12/31/03	9/16/2007			
Administration	9/16/2005		6/30/04	9/16/2007			
Fees and Costs	9/16/2005		9/16/2005	9/16/2007		6/30/06	
Central Office renovations	N/A	9/16/2005	9/16/2005	N/A	9/16/2007	3/31/06	
Vans - Maintenance renovation crews							

## 2003 CAPITAL FUND PROGRAM

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

<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF DURHAM	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P01350203 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2003
---	--	-------------------------------------

Original Annual Statement 
  Reserve for Disasters/ Emergencies 
  Revised Annual Statement (revision no: 1 )  
 Performance and Evaluation Report for Period Ending: 6/30/06 
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0	\$0	\$0	\$0
2	1406 Operations	\$0	\$0	\$0	\$0
3	1408 Management Improvements	\$0	\$0	\$0	\$0
4	1410 Administration	\$0	\$0	\$0	\$0
5	1411 Audit	\$0	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$50,058	\$41,293	\$41,293	\$0
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$25,000	\$59,000	\$59,000	\$59,000
10	1460 Dwelling Structures	\$210,000	\$67,977	\$67,977	\$65,744
11	1465.1 Dwelling Equipment—Nonexpendable	\$105,000	\$0	\$0	\$0
12	1470 Nondwelling Structures	\$185,000	\$406,788	\$406,788	\$277,683
13	1475 Nondwelling Equipment	\$0	\$0	\$0	\$0
14	1485 Demolition	\$0	\$0	\$0	\$0
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0

		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
18	1499 Development Activities	\$0	\$0	\$0	\$0
19	1501 Collateralization or Debt Service	\$0	\$0	\$0	\$0
20	1502 Contingency	\$0	\$0	\$0	\$0
21	Amount of Annual Grant: (sum of lines 2 - 20)	\$575,058	\$575,058	\$575,058	\$402,427
22	Amount of line 21 Related to LBP Activities	\$0	\$0	\$0	\$0
23	Amount of line 21 Related to Section 504 compliance	\$0	\$0	\$0	\$0
24	Amount of line 21 Related to Security - Soft Costs	\$0	\$0	\$0	\$0
25	Amount of Line 21 Related to Security - Hard Costs	\$0	\$0	\$0	\$0
26	Amount of line 21 Related to Energy Conservation Measures	\$180,000	\$50,944	\$50,944	\$50,944

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

<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF DURHAM		<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P01350203 Replacement Housing Factor Grant No:				<b>Federal FY of Grant:</b> 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC13-1 Few Gardens				\$0	\$0	\$0	\$0	
NC13-2&3 McDougald Terrace	Kitchen base cabinets/countertops	1460	358 units	\$60,000	\$0	\$0	\$0	Complete 2003 CFP
NC13-4 Scattered Sites	Closet doors	1460	100%	\$25,000	\$0	\$0	\$0	Complete 2003 CFP
NC13-5 Fayetteville Street				\$0	\$0	\$0	\$0	
NC13-6 Oldham Towers	Kitchen base cabinets/countertops/sinks	1460	12 units	\$50,000	\$14,800	\$14,800	\$14,800	Complete
NC13-7 Cornwallis Road	Air conditioners	1460	200 units	\$50,000	\$0	\$0	\$0	In progress
NC13-8 Liberty Street	Bathroom renovations	1460	19 units	\$75,000	\$50,944	\$50,944	\$50,944	Complete
NC13-9 Club	Tot lot/playground equipment	1450	100%	\$10,000	\$59,000	\$59,000	\$59,000	Complete.

Boulevard								
NC13-10 Hoover Road				\$0	\$0	\$0	\$0	
NC13-11 J. J. Henderson	Upgrade elevator doors/controls	1460	100%	\$0	\$2,233	\$2,233	\$0	In progress
NC13-12 Morreene Road				\$0	\$0	\$0	\$0	
NC13-13 Damar Court				\$0	\$0	\$0	\$0	
NC13-15 Oxford Manor	Air conditioners	1460	172 units	\$55,000	\$0	\$0	\$0	Complete 2003 CFP
NC13-16 Kerrwood Estates				\$0	\$0	\$0	\$0	
NC13-18 Birchwood Heights				\$0	\$0	\$0	\$0	
NC13-20 Forest Hill Heights	Sidewalks installation	1450	50%	\$15,000	\$0	\$0	\$0	Complete 2003 CFP Complete 2003 CFP
	Roof replacement Community Center	1470	100%	\$10,000	\$0	\$0	\$0	
PHA-wide	Administrative Services Training	1408		\$0	\$0	\$0	\$0	In progress In progress
	Maintenance Training	1408		\$0	\$0	\$0	\$0	
	Planning & Development Training	1408		\$0	\$0	\$0	\$0	
	Housing Managers Training	1408		\$0	\$0	\$0	\$0	
	Youth Leadership Training (NC13-2, 3, 5)	1408		\$0	\$0	\$0	\$0	
	Occupancy Training	1408		\$0	\$0	\$0	\$0	
	Administration	1410		\$0	\$0	\$0	\$0	
	Fees and Costs	1430		\$50,058	\$41,293	\$41,293	\$0	
Central Office renovations	1470		\$175,000	\$406,788	\$406,788	\$277,683		

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM		Grant Type and Number Capital Fund Program No: NC19P01350203 Replacement Housing Factor No:					Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
NC13-1 Few Gardens	N/A			N/A				
NC13-2&3 McDougald Terrace	2/13/06	N/A		2/13/08	N/A			
NC13-4 Scattered Sites	2/13/06	N/A		2/13/08	N/A			
NC13-5 Fayetteville Street	N/A			N/A				
NC13-6 Oldham Towers	2/13/06	2/13/06	3/31/04	2/13/08	2/13/08	3/31/06		
NC13-7 Cornwallis Road	2/13/06	N/A		2/13/08	N/A			
NC13-8 Liberty Street	2/13/06	2/13/06	3/31/04	2/13/08	2/13/08	6/30/06		
NC13-9 Club Boulevard	2/13/06	2/13/06	9/30/05	2/13/08	2/13/08	6/30/06		
NC13-10 Hoover Road	N/A			N/A				
NC13-11 J. J. Henderson	N/A	2/13/06	3/31/04	N/A	2/13/08			
NC13-12 Morreene Road	N/A			N/A				
NC13-13 Damar Court	N/A			N/A				
NC13-15 Oxford Manor	2/13/06	N/A		2/13/08	N/A			
NC13-16 Kerrwood Estates	N/A			N/A				
NC13-18 Birchwood Heights	N/A			N/A				
NC13-20 Forest Hill	2/13/06	N/A		2/13/08	N/A			

	Original	Revised	Actual	Original	Revised	Actual	
Heights							
PHA - wide							
Admin. Services	N/A			N/A			
Training	N/A			N/A			
Maintenance Training	N/A			N/A			
P & D Training	N/A			N/A			
Hsg. Mgr. Training	N/A			N/A			
Youth Ldrshp. Training	N/A			N/A			
Occupancy Training	N/A			N/A			
Administration	2/13/06	2/13/06	6/30/04	2/13/08	2/13/08		
Fees and Costs	2/13/06	2/13/06	2/13/06	2/13/08	2/13/08		
Central Office renovations							

## 2004 CAPITAL FUND PROGRAM

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

<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF DURHAM	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P01350104 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2004
---	--	-------------------------------------

Original Annual Statement 
  Reserve for Disasters/ Emergencies 
  Revised Annual Statement (revision no: 3 )  
 Performance and Evaluation Report for Period Ending: 6/30/06 
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0	\$0	\$0	\$0
2	1406 Operations	\$0	\$0	\$0	\$0
3	1408 Management Improvements	\$892,000	\$772,000	\$740,798	\$583,553
4	1410 Administration	\$319,663	\$319,663	\$319,663	\$201,878
5	1411 Audit	\$0	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$177,528	\$177,528	\$145,814	\$0
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$152,000	\$152,000	\$94,417	\$0
10	1460 Dwelling Structures	\$1,354,374	\$1,156,374	\$273,875	\$72,261
11	1465.1 Dwelling Equipment—Nonexpendable	\$0	\$0	\$0	\$0
12	1470 Nondwelling Structures	\$0	\$150,000	\$116,710	\$12,592
13	1475 Nondwelling Equipment	\$299,750	\$467,750	\$336,452	\$1,565
14	1485 Demolition	\$0	\$0	\$0	\$0
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0

		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
18	1499 Development Activities	\$0	\$0	\$0	\$0
19	1501 Collateralization or Debt Service	\$0	\$0	\$0	\$0
20	1502 Contingency	\$0	\$0	\$0	\$0
21	Amount of Annual Grant: (sum of lines 2 - 20)	\$3,195,315	\$3,195,315	\$2,027,729	\$871,849
22	Amount of line 21 Related to LBP Activities	\$0	\$0	\$0	\$0
23	Amount of line 21 Related to Section 504 compliance	\$0	\$0	\$0	\$0
24	Amount of line 21 Related to Security - Soft Costs	\$0	\$0	\$0	\$0
25	Amount of Line 21 Related to Security - Hard Costs	\$0	\$0	\$0	\$0
26	Amount of line 21 Related to Energy Conservation Measures	\$197,349	\$197,349	\$0	\$0

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM		Grant Type and Number Capital Fund Program Grant No: NC19P01350104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC13-2&3 McDougald Terrace	Interior painting Closet doors	1460 1460	360 units 360 units	\$0 \$0	\$0 \$0			
NC13-4 Scattered Sites	Exterior doors/peepholes/doorbells Structural settlement problems Generator & wiring	1460 1460 1475	50 units 100% 1 ea.	\$2,650 \$80,000 \$5,000	\$197,000 \$80,000 \$5,000	\$197,000 \$0 \$5,000	\$7,893 \$0 \$0	In progress Bid process Contract
NC13-6 Oldham Towers	Baseboard heaters replacement Generator & wiring	1460 1475	106 units 1ea.	\$50,000 \$60,000	\$50,000 \$60,000	\$0 \$95,898	\$0 \$0	Bid process Contract
NC13-7 Cornwallis Road	Water heaters replacement	1460	200 units	\$97,349	\$97,349	\$0	\$0	Bid process
NC13-8 Liberty Street	Interior painting Closet doors	1460 1460	108 units 108 units	\$0 \$81,000	\$0 \$81,000	\$0	\$0	Bid process
NC13-9 Club Boulevard	Repair/replace floors Fence around play equipment	1460 1450	77 units 100%	\$350,375 \$2,000	\$6,025 \$2,000	\$0 \$0	\$0 \$0	A/E specs. A/E specs.
NC13-10 Hoover Road	Pave parking lots/driveways	1450	100%	\$150,000	\$150,000	\$94,417	\$0	Contract
NC13-11 J. J. Henderson	Fire alarm/intercom system Generator & wiring	1460 1475	100% 1 ea.	\$350,000 \$150,000	\$350,000 \$150,000	\$0 \$0	\$0 \$0	Bid process Bid process
NC13-12	Closet doors	1460	224 ea.	\$0	\$0			

Morreene Road								
NC13-13 Damar Court	Floor joist repairs Basement/crawlspace ventilation	1460 1460	77 units 77 units	\$193,000 \$40,000	\$85,000 \$40,000	\$0 \$0	\$0 \$0	A/E specs. A/E specs.
NC13-15 Oxford Manor				\$0	\$0			
NC13-16 Kerrwood Estates				\$0	\$0			
NC13-18 Birchwood Heights				\$0	\$0			
NC13-20 Forest Hill Heights	Bathroom plumbing repairs Generator & wiring	1460 1475	55 units 100%	\$50,000 \$10,000	\$50,000 \$118,000	\$0 \$118,000	\$0 \$0	A/E specs. Contract
PHA-wide	Administrative Services Training	1408		\$5,000	\$5,000	\$5,000	\$885	In progress
	Maintenance Training	1408		\$10,000	\$10,000	\$1,140	\$1,140	In progress
	Planning & Development Training	1408		\$5,000	\$5,000	\$1,864	\$1,841	In progress
	Housing Managers Training	1408		\$10,000	\$10,000	\$9,191	\$3,044	In progress
	Youth Leadership Training (NC13-7, 8, 9, 13)	1408		\$10,000	\$10,000	\$0	\$0	
	Occupancy Training	1408		\$4,000	\$4,000	\$5,175	\$5,175	Complete
	Administration	1410		\$192,663	\$192,663	\$192,663	\$74,878	In progress
	Fees and Costs	1430		\$177,528	\$177,528	\$145,814	\$0	In progress
	Gas pipeline inspection equipment	1475		\$9,750	\$9,750	\$0	\$0	
	Board Advisor/Consultant Services	1408		\$400,000	\$400,000	\$398,468	\$398,468	Complete
	Finance/Procurement 4 staff positions	1408 1410		\$173,000 \$127,000	\$173,000 \$127,000	\$173,000 \$127,000	\$173,000 \$127,000	Complete Complete
	Finance/Procurement 4 staff positions	1408 1475		\$275,000 \$125,000	\$155,000 \$125,000	\$146,960 \$117,554	\$0 \$1,565	In progress In progress
	Computer System Software	1460		\$0	\$110,000	\$76,875	\$64,368	In progress
	Computer System Hardware	1460		\$0	\$10,000	\$0	\$0	
	Damaged Vacant Unit Renovations	1470		\$0	\$150,000	\$116,710	\$12,592	In progress
	Repair of Major Deficiencies							
	Central office renovations							

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM		Grant Type and Number Capital Fund Program No: NC19P01305104 Replacement Housing Factor No:					Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
NC13-2&3 McDougald Terrace	N/A			N/A				
NC13-4 Scattered Sites	9/13/2006			9/12/2008				
NC13-6 Oldham Towers	9/13/2006			9/12/2008				
NC13-7 Cornwallis Road	9/13/2006			9/12/2008				
NC13-8 Liberty Street	N/A			N/A				
NC13-9 Club Boulevard	9/13/2006			9/12/2008				
NC13-10 Hoover Road	9/13/2006			9/12/2008				
NC13-11 J. J. Henderson	9/13/2006			9/12/2008				
NC13-12 Morreene Road	N/A			N/A				
NC13-13 Damar Court	9/13/2006			9/12/2008				
NC13-15 Oxford Manor	N/A			N/A				
NC13-16 Kerrwood Estates	N/A			N/A				
NC13-18 Birchwood Heights	N/A			N/A				
NC13-20 Forest Hill Heights	9/13/2006			9/12/2008				
PHA - wide								

	Original	Revised	Actual	Original	Revised	Actual	
Admin. Services	9/13/2006			9/12/2008			
Training	9/13/2006			9/12/2008			
Maintenance Training	9/13/2006			9/12/2008			
P & D Training	9/13/2006			9/12/2008			
Hsg. Mgr. Training	9/13/2006			9/12/2008			
Youth Ldrshp. Training	9/13/2006		6/30/06	9/12/2008		6/30/06	
Occupancy Training	9/13/2006		12/31/04	9/12/2008			
Administration	9/13/2006			9/12/2008			
Fees and Costs	9/13/2006			9/12/2008			
Gas pipeline inspection equipment	9/13/2006	9/13/2006	3/31/05	9/12/2008	9/12/2008		
Board							
Advisor/Consultant Services	9/13/2006	9/13/2006	3/31/05	9/12/2008	9/12/2008	6/30/06	
Finance/Procurement 4 staff positions 1408	9/13/2006	9/13/2006	3/31/05	9/12/2008	9/12/2008	12/31/05	
Finance/Procurement 4 staff positions 1410	9/13/2006			9/12/2008			
Computer System Software	9/13/2006			9/12/2008			
Computer System Hardware	N/A			N/A			
Damaged Vacant Unit Renovations	N/A			N/A			
Repair of Major Deficiencies	N/A	9/13/2006		N/A	9/12/2008		
Central office renovations							

**2005 CAPITAL FUND PROGRAM**

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

<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF DURHAM	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19P01350105 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2005
---	--	-------------------------------------

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 1 )  
Performance and Evaluation Report for Period Ending: 6/30/06 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0	\$0	\$0	\$0
2	1406 Operations	\$0	\$0	\$0	\$0
3	1408 Management Improvements	\$251,104	\$251,104	\$0	\$0
4	1410 Administration	\$198,443	\$198,443	\$198,443	\$25,670
5	1411 Audit	\$0	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$222,024	\$222,024	\$0	\$0
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$0	\$0	\$0	\$0
10	1460 Dwelling Structures	\$2,215,235	\$2,365,235	\$0	\$0
11	1465.1 Dwelling Equipment—Nonexpendable	\$0	\$0	\$0	\$0
12	1470 Nondwelling Structures	\$0	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$155,000	\$5,000	\$0	\$0
14	1485 Demolition	\$0	\$0	\$0	\$0
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0
18	1499 Development Activities	\$0	\$0	\$0	\$0
19	1501 Collaterization or Debt Service	\$0	\$0	\$0	\$0
20	1502 Contingency	\$0	\$0	\$0	\$0

		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$3,041,806	\$3,041,806	\$198,443	\$25,670
22	Amount of line 21 Related to LBP Activities	\$0	\$0	\$0	\$0
23	Amount of line 21 Related to Section 504 compliance	\$0	\$0	\$0	\$0
24	Amount of line 21 Related to Security - Soft Costs	\$0	\$0	\$0	\$0
25	Amount of Line 21 Related to Security - Hard Costs	\$0	\$0	\$0	\$0
26	Amount of line 21 Related to Energy Conservation Measures	\$306,800	\$306,800	\$0	\$0

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM		Grant Type and Number Capital Fund Program Grant No: NC19P01350105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC13-2&3 McDougald Terrace	Interior painting Closet doors	1460 1460	360 units 360 units	\$435,435 \$270,000	\$435,435 \$270,000	\$0 \$0	\$0 \$0	A/E specs. Bid process
NC13-4 Scattered Sites	Exterior entry doors/peepholes Water heaters replacement	1460 1460	50 units 50 units	\$50,000 \$34,100	\$0 \$34,100	\$0 \$0	\$0 \$0	In progress 2004 CFP Bid process
NC13-6 Oldham Towers	Fire alarm/intercom system Chillers (Main Bldg./Annex Bldg.)	1460 1460	100% 100%	\$325,000 \$200,000	\$325,000 \$200,000	\$0 \$0	\$0 \$0	A/E specs. A/E specs.
NC13-7 Cornwallis Road				\$0	\$0			
NC13-8 Liberty Street	Interior painting	1460	108 units	\$185,000	\$185,000	\$0	\$0	A/E specs.
NC13-9 Club Boulevard	Ceiling light fixtures (LR) Repair/replace floors	1460 1460	77 units 77 units	\$7,700 \$0	\$7,700 \$255,000	\$0 \$0	\$0 \$0	A/E specs. A/E specs.
NC13-10 Hoover Road				\$0	\$0			
NC13-11 J. J. Henderson	Trash compactor system w/handicap chute doors	1460	100%	\$175,000	\$175,000	\$0	\$0	A/E specs.

NC13-12 Morreene Road	Closet doors	1460	224 units	\$168,000	\$168,000	\$0	\$0	A/E specs.
NC13-13 Damar Court	Washer hookup boxes	1460	77 units	\$250,000	\$250,000	\$0	\$0	A/E specs.
	Water heaters replacement	1460	77 units	\$60,000	\$60,000	\$0	\$0	Bid process
NC13-15 Oxford Manor				\$0	\$0			
NC13-16 Kerrwood Estates				\$0	\$0			
NC13-18 Birchwood Heights				\$0	\$0			
NC13-20 Forest Hill Heights	Exterior entry doors/peepholes/doorbells	1460	55 units	\$55,000	\$55,000	\$0	\$0	In progress in 2004 CFP A/E specs.
	Comm. Ctr. HVAC replacement	1475	100%	\$5,000	\$5,000	\$0	\$0	
PHA-wide	Finance & Admin. Services Training	1408		\$5,000	\$5,000	\$0	\$0	In progress
	Maintenance Training	1408		\$10,000	\$10,000	\$0	\$0	
	Capital Improvements Training	1408		\$5,000	\$5,000	\$0	\$0	
	Housing Managers Training	1408		\$10,000	\$10,000	\$0	\$0	
	Youth Leadership Training (NC13-10, 12, 15)	1408		\$10,000	\$10,000	\$0	\$0	
	Admissions Training	1408		\$4,000	\$4,000	\$0	\$0	
	Administration	1410		\$198,443	\$198,443	\$198,443	\$25,670	
	Fees and Costs	1430		\$222,024	\$222,024	\$0	\$0	
Maintenance Vans	1475		\$150,000	\$0	\$0	\$0		
Computer System Software	1408		\$207,104	\$207,104	\$0	\$0	In progress	

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF DURHAM		Grant Type and Number Capital Fund Program No: NC19P01305105 Replacement Housing Factor No:					Federal FY of Grant: 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
NC13-2&3 McDougald Terrace	8/18/2007			8/17/2009				
NC13-4 Scattered Sites	8/18/2007			8/17/2009				
NC13-6 Oldham Towers	8/18/2007			8/17/2009				
NC13-7 Cornwallis Road	N/A			N/A				
NC13-8 Liberty Street	8/18/2007			8/17/2009				
NC13-9 Club Boulevard	8/18/2007			8/17/2009				
NC13-10 Hoover Road	N/A			N/A				
NC13-11 J. J. Henderson	8/18/2007			8/17/2009				
NC13-12 Morreene Road	8/18/2007			8/17/2009				
NC13-13 Damar Court	8/18/2007			8/17/2009				
NC13-15 Oxford Manor	N/A			N/A				
NC13-16 Kerrwood Estates	N/A			N/A				
NC13-18 Birchwood Heights	N/A			N/A				
NC13-20 Forest Hill Heights	8/18/2007			8/17/2009				

	Original	Revised	Actual	Original	Revised	Actual	
PHA - wide							
Finance & Admin.	8/18/2007			8/17/2009			
Services Training							
Maintenance Training	8/18/2007			8/17/2009			
Capital Impr. Training	8/18/2007			8/17/2009			
Hsg. Mgr. Training	8/18/2007			8/17/2009			
Youth Ldrshp. Training	8/18/2007			8/17/2009			
Admissions Training	8/18/2007			8/17/2009			
Administration	8/18/2007		9/30/06	8/17/2009			
Fees and Costs	8/18/2007			8/17/2009			
Maintenance Vans	8/18/2007	N/A		8/17/2009	N/A		
Computer System	8/18/2007			8/17/2009			
Software							

## 2005 CAPITAL FUND PROGRAM

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

<b>PHA Name:</b> HOUSING AUTHORITY OF THE CITY OF DURHAM	<b>Grant Type and Number</b> Capital Fund Program Grant No: NC19R01350105 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2005
---	--	-------------------------------------

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: )  
Performance and Evaluation Report for Period Ending: 6/30/06 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0		\$0	\$0
2	1406 Operations	\$0		\$0	\$0
3	1408 Management Improvements	\$0		\$0	\$0
4	1410 Administration	\$0		\$0	\$0
5	1411 Audit	\$0		\$0	\$0
6	1415 Liquidated Damages	\$0		\$0	\$0
7	1430 Fees and Costs	\$0		\$0	\$0
8	1440 Site Acquisition	\$0		\$0	\$0
9	1450 Site Improvement	\$0		\$0	\$0
10	1460 Dwelling Structures	\$0		\$0	\$0
11	1465.1 Dwelling Equipment—Nonexpendable	\$0		\$0	\$0
12	1470 Nondwelling Structures	\$0		\$0	\$0
13	1475 Nondwelling Equipment	\$0		\$0	\$0
14	1485 Demolition	\$0		\$0	\$0
15	1490 Replacement Reserve	\$0		\$0	\$0
16	1492 Moving to Work Demonstration	\$0		\$0	\$0
17	1495.1 Relocation Costs	\$0		\$0	\$0

		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
18	1499 Development Activities	\$136,280		\$0	\$0
19	1501 Collateralization or Debt Service	\$0		\$0	\$0
20	1502 Contingency	\$0		\$0	\$0
21	Amount of Annual Grant: (sum of lines 2 - 20)	\$136,280		\$0	\$0
22	Amount of line 21 Related to LBP Activities	\$0		\$0	\$0
23	Amount of line 21 Related to Section 504 compliance	\$0		\$0	\$0
24	Amount of line 21 Related to Security - Soft Costs	\$0		\$0	\$0
25	Amount of Line 21 Related to Security - Hard Costs	\$0		\$0	\$0
26	Amount of line 21 Related to Energy Conservation Measures	\$0		\$0	\$0





ATTACHMENT J

**DESIGNATION OF PUBLIC HOUSING FOR OCCUPANCY BY ELDERLY FAMILIES**

In accordance with PIH Notice 2005-2 issued January 5, 2005 and renewed in PIH Notice 2006-1 issued on January 3, 2006, the Housing Authority of the City of Durham (DHA) will submit a plan for designation of certain housing for elderly families.

In accordance with the requirements of the PIH Notices, DHA certifies the following:

Sites that house only the elderly:

1. Scattered Sites, (NC19P013004), developed in 1962, designed for elderly residents, is composed of 50 units in 25 duplex apartments.
2. J. J. Henderson Housing Center, (NC19P013011), was completed in 1978. This is a nine-story building with 178 apartments for the elderly. For many years, the Council for Senior Citizens was housed in this building, providing daily services. They recently moved their administration and operations section to a newly constructed office building, but continue to provide daily services to the residents of J. J. Henderson Housing Center.
3. Forest Hill Heights, (NC19P013020), was completed in 1981. This is a garden apartment community of 55 units for the elderly.
4. Morning Glory Senior Village, (NC19P013024), was completed in 2005, as part of the Few Gardens HOPE VI revitalization project. This community consists of nineteen one-bedroom units in the two-story main building, and two one-bedroom cottages and four two-bedroom cottages located around the perimeter of the main building.

AGES OF RESIDENTS IN ELDERLY PUBLIC HOUSING COMPLEXES

	Total Units	Age 54 and under	Age 55 to 64	Age 65 and over	Total Elderly
Scattered Sites	50	5	13	31	49
J. J. Henderson	178	24	64	89	177
Forest Hill Heights	55	4	10	39	53
Morning Glory Senior Village	25	0	5	20	25
Total	308	33	92	179	304

DHA further certifies that the statutory requirements of the original plan are being met and there are no unanticipated adverse impacts on the housing resources of the

groups not being served due to the designation. Near elderly persons (50 years and older) will be considered if space permits and if inclusion will enhance the quality of life for that person.

## ATTACHMENT K

### **SECTION 8 HOME OWNERSHIP CAPACITY STATEMENT**

The Section 8 Home Ownership Program of the Durham Housing Authority (DHA) permits eligible participants and eligible applicants in the Section 8 Housing Choice Voucher Program, including participants with portable vouchers, the option of purchasing a home using Section 8 assistance.

More specifically, DHA's Housing Choice Voucher Administrative Plan includes a Homeownership Option which specifies the following criteria:

- a) establishing a minimum homeowners downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment come from the family's resources;
- b) requiring that financing for purchase of a home under its Section 8 homeownership program 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

ATTACHMENT L

**COMPONENT 10 (B) VOLUNTARY CONVERSION INITIAL ASSESSMENTS**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **Nine**
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **Five.** There are five designated elderly communities.
- 3. How many Assessments were conducted for the PHA's covered Developments? **Nine**
- 4. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
Liberty Street	108
Damar Court	102
Oxford Manor	172
Cornwallis Road	200

## ATTACHMENT M

### SECTION 8 PROJECT BASED RENTAL ASSISTANCE

The Durham Housing Authority (DHA) may seek approval to implement a Project Based Section 8 Voucher Assistance program.

No more than 20 percent of the baseline allocation will be committed for the project based voucher program. No project greater than 60 units will be considered.

The deconcentration policy for the Project Based Section 8 Voucher Assistance program is to ensure that no less than 75% of its new admissions are families that have incomes at or below 30% of the area median income.

No project that is located in a census tract with a poverty rate greater than twenty percent will be considered unless granted an exception by HUD. Site selection standards shall comply with 24 CFR Part 983.57. Project-based assistance for housing at the selected site is consistent with the goal of deconcentrating poverty and expanding housing and economic opportunities.

Existing and rehabilitated housing site and neighborhood standards must be:

1. Adequate in size, exposure, and contour to accommodate the number and type of units proposed, and adequate utilities and streets must be available to service the site.
2. Promote greater choice of housing opportunities and avoid undue concentration of assisted persons in areas containing a high proportion of low-income persons.
3. Be accessible to social, recreational, educational, commercial, and health facilities and services that are at least equivalent to those typically found in neighborhoods consisting largely of unassisted standard housing of similar market rents.
4. Be so located that travel time and cost via public transportation or private automobile from the neighborhood to places of employment providing a range of jobs for lower-income workers is not excessive.

New construction site and neighborhood standards must be:

1. The site must be adequate in size, exposure, and contour to accommodate the number and type of units proposed, and adequate utilities and streets must be available to service the site.
2. The site must not be located in area of minority concentration except as permitted in 24 CFR Part 983.57.
3. The site must promote greater choice of housing opportunities and avoid undue concentration of assisted person in areas containing a high proportion of low-income persons.

4. The neighborhood must not be one that is seriously detrimental to family life or in which substandard dwellings or other undesirable conditions predominate, unless there is actively in progress a concerted program to remedy the undesirable conditions.
5. The housing must be accessible to social recreational, educational, commercial, and health facilities and services and other municipal facilities and services that are at least equivalent to those typically found in neighborhoods consisting largely of unassisted, standard housing of similar market rents.
6. Except for new construction, housing designed for elderly persons, travel time, and cost via public transportation or private automobile from the neighborhood to places of employment providing a range of jobs for lower-income workers, must not be excessive.

The Housing Authority will have the discretion to set the contract term for each project, up to ten years.

Project based units are subject to the same inspection requirements as any other voucher units.

The Housing Authority intends to issue a Request for Proposal to solicit proposals for the Project Based Housing Choice Voucher Program. The availability of project-based assistance will be legally advertised in a newspaper of general circulation once a week for two consecutive weeks. In addition, DHA will conduct an owner's workshop to advise all interested parties of the program advantages, proposal requirements, evaluation criteria, tenant selection requirements, and other general program requirements.

The following items will be included in the program advertisement:

- The deadline for submission of applications (not less than 30 days from the date of the announcement of availability).
- The total estimated number of units to be selected for assistance.
- The proposal evaluation criteria and timelines for selection of units.

Project based vouchers will be used primarily as a method for making projects for hard to house populations financially feasible. This is consistent with our objective of leveraging private and public funds to create additional housing opportunities.

#### Program Selection Criteria

In addition to the criteria identified above under eligible units, the following threshold criteria must be met for an application to be considered for selection for the (Project Based Assistance (PBA) program:

- DHA will not limit proposals to a single site or impose restrictions that explicitly or practically preclude owner submission of proposals for Project Based Voucher (PBV) housing on different sites.
- The proposed project must not permanently displace any current tenants. Tenants may be temporarily relocated if necessary during rehabilitation of the unit at the expense of the owner.
- Rental levels must not exceed 110% of the Fair Market Rent or any approved exception payment standard and must be reasonable in relation to rents charged in the private market for unassisted comparable units.
- If a unit has been allocated a low-income housing tax credit (IRS Code 42), the rent levels will be set in accordance with the program regulations at 24 CFR 983.301
- Supportive Services - at least one member of the family is receiving the following qualifying services:
  1. Services to increase their skill levels and/or incomes that would obtain greater economic or social self-sufficiency.
  2. Provides near elderly, elderly or disabled individuals with options that allow them to live independently but in an environment that provides support activities such as cleaning, cooking, transportation, etc.
  3. Medical or disability related services other than drug and alcohol treatment in the case of current abusers.
  4. FSS counseling supportive services or other services to address acute and/or complex needs. The family must sign a statement of family responsibility at the time of the initial lease execution with DHA. The statement of family responsibility will include all family obligations in the service plan. If the FSS participant is successful with completing the FSS contract of participation or the supportive service requirement, the unit continues to count as an excepted unit for as long as the family resides in the unit.

DHA will monitor the excepted family's continued receipt of supportive services and take appropriate actions regarding those families that fail without good cause to complete their supportive services requirement. DHA will monitor the services on at a minimum semi-annually.

Following are the review criteria with associated point values that will be used by DHA in the evaluation process of proposals received under the PBA program. There is no minimum passing score, nor a specific maximum score. Projects will be ranked by score and the highest ranked projects will undergo further review by DHA. The selected projects must comply with all requirements set forth in the Project Based Assistance Plan and all applicable HUD regulations.

Evaluation Criteria

Points

**The proposed housing serves an under served target population in order of priority: disabled, elderly, and large families.** 20  
In order to receive the 20 points, you must serve one of the above-described special populations and will be required to provide a supportive services plan, subject to DHA's approval prior to the execution of a HAP contract.

**The proposal preserves and rehabilitates historic properties or develops new affordable housing through new construction.** 20

20 Points - proposal indicates rehabilitation of historic properties or new affordable housing construction.

10 Points - Proposal indicates the rehabilitation of rental property to alter below standards rental units to decent, safe, and sanitary conditions.

5 Points - Existing property

**The proposal submitted demonstrates a thorough, in-depth, well-planned project, meeting all federal requirements and other eligibility criteria.** 20

20 Points - Projects totaling at least 1,000 units developed in compliance with applicable codes and regulations.

15 Points - Projects totaling at least 300 units developed in compliance with applicable codes and regulations.

5 Points - Project totaling at least 150 units developed in compliance with applicable codes and regulations.

**The applicant's qualifications are appropriate for the project under consideration and firm financial commitments are adequately documented.** 20  
To receive the maximum points under this factor the applicant must have either a commitment letter, a letter acknowledging the specific project and pending request for funding or a formal application for funding must have been submitted to all public or private funding sources.

20 Points - Commitment letters from all funding sources.

10 Points - Commitment letters from at least 75% of the funding sources.

5 Points - Commitment letters from at least 50% of the funding sources.

**Rental subsidy is necessary for the viability of the project; management of the project is consistent with Section 8 requirements and the degree to which supportive services will be provided to the project. 20**

**TOTAL MAXIMUM POINTS 100**

## ATTACHMENT N

### Pet Rule

These rules are to be adopted in compliance with HUD, state, and local laws. Pets to be allowed are dogs, cats, birds, fish, and gerbils. There are to be no exceptions to the above list. Any of the above that would at any time be or become unpredictable or dangerous would be prohibited. Examples are as follows: snakes, lizards, pitbulls, dobermans pinchers, german shepherds, rotweillers, and etc.

1. Rules for Ownership
  - A. Resident will have to sign an agreement with the Durham Housing Authority to own a pet. This agreement will include all details of the pet policy and the resident agrees to abide by all rules.
  - B. Resident can have only one pet such as a dog or cat per household.
  - C. Dog or cat are not to weigh more than 15 lbs when grown and are never to be outside without a leash or without adult supervision. (In case of a handicap or disabled resident, they may have some responsible adult to exercise their pet, but the owner is responsible for the pet at all times).
  - D. All other pets must be caged at all times. Cages are to be kept clean and will be checked during housing evaluations. During extermination, it is the responsibility of the owner to remove the animal during the spraying or dusting of the unit.
  - E. Residents are required to abide by state and local laws governing ownership of pets.
  - F. No residents shall keep any pet that is not registered to them in their unit.

All pets are to be inoculated and licensed in accordance with state and local laws. Documentation of the above information is to be provided before signing the pet policy agreement. If the information is not available, the resident will not be given permission to own a pet. The resident is to provide an annual update on pet certification and inoculations as well as information on spaying or neutering which is also a requirement for dog and cat ownership.

2. Sanitation and Pet Care

- A. Pet owners are required to remove immediately and properly dispose of all pet waste. Waste must be placed inside a plastic bag and placed inside of the dumpsters. Litter boxes should be changed no less than once a week.
- B. A fee of \$10.00 will be charged each time the custodian has to clean up animal waste.
- C. Animal must be kept clean.
- D. No outside housing for any animal.
- E. Feeding of animals must be inside your unit.
- F. Pets are not to be left outside unattended.
- G. The owner of the pet will be liable for all damages (personal or property) caused by the pet.
- H. Under no circumstances will dog fighting as a sport or recreation be allowed.
- I. Extermination for fleas is owner's responsibility.
- J. The resident must always cage pet when scheduled maintenance, evaluations, or exterminations are to be performed.

3. Pet Deposit

- A. Durham Housing Authority requires a \$300.00 non-refundable pet deposit which must be paid with application.
- B. Durham Housing Authority has the right to ask the owner to remove the pet from the premises if anyone's safety is threatened or the pet becomes a nuisance.

## ATTACHMENT O

### **FOLLOW-UP PLANS FOR RESIDENT ASSESSMENT SUBSYSTEM (RASS)**

To increase resident satisfaction in the areas of **Safety, Communication, and Neighborhood Appearance**, the Durham Housing Authority recommends the following corrective action plan. Communities scoring less than 75 % on the RASS survey will receive priority attention, and communities receiving 75% or higher will be assessed to maintain scores.

#### I. Action To Be Taken In 2006

- Improve communication through contact with resident groups and newsletters; monitor interactions between staff and residents; require management staff to attend resident meetings and document all meetings with residents; and have staff support resident organizations.
- Place suggestion boxes in each housing management office to obtain feedback from residents on how they view the living conditions in the respective community.
- Canvass each community monthly to evaluate lighting needs; task staff to monitor and report poor lighting concerns; partnership with police department to report broken or damaged light fixtures; partnership with City Weed & Seed program to increase police presence in targeted communities; increase youth involvement in Community Policing Programs; strengthen resident participation in resident councils; analyze crime reports to determine patterns and develop strategies to resolve them; strengthen entry exit doors through Capital Fund; encourage residents through their resident councils to take an active roll in the crime prevention activities in their communities. Continue to evaluate each new applicant by checking local and national criminal records and aggressively enforce the lease.
- Work with management staff to monitor activities of custodial staff in each community; implement supervisor's community inspection to include a checklist of observations.
- Common Areas: Stairways, walkways, hallways, etc

Recommendations: Common areas in high-rise buildings and non-resident buildings are to be evaluated for capital improvement needs. General painting and miscellaneous repairs are to be completed by DHA extraordinary maintenance budget or prioritized into the Capital

## Fund Program.

- Exterior of Building:

Recommendations: Exterior of buildings is to be maintained by extraordinary maintenance budget or planned in the Capital Fund Program. Improvements are needed with painting, gutters and downspouts, windows, and screen doors.

- Parking Lots:

Recommendations: All hard surface parking areas are to be programmed into the Capital Fund Program.

- Graffiti:

Recommendations: Continued efforts will be executed to remove graffiti more efficiently. More frequent exterior building inspections are to be completed.

- Rodents and Insects:

Recommendations: Currently the exterminations are completed quarterly. Resident education is needed in the area of housekeeping.

## II. Date of Completion

- All systems are to be in place by August 31, 2006.

## III. Funding Source

- PHA Conventional Budget
- Capital Fund Program

## ATTACHMENT P

### **Durham Housing Authority's Community Service Program**

The Durham Housing Authority will assist residents of public housing to improve their own economic and social well-being and give them a greater stake in decision making in their communities. The program will allow residents to give something back to their communities and facilitate upward mobility.

In order for residents to be eligible for continued occupancy, each adult family member must either contribute eight hours of community service per month or participate in an economic self-sufficiency program unless they are exempt from this requirement. For family members that are not exempt from this requirement, an opportunity to claim an exempt status will be given. The Housing Authority will verify such claim.

Each community service participant will be issued a time sheet to properly record their volunteer service and also issued a list of opportunities in the local area. The eight hours of community service may be performed monthly at a time convenient to the participant.

The Housing Authority will notify any family found to be in noncompliance. Any participant found to be in noncompliance with this requirement is subject to non-renewal of their dwelling lease at the end of the twelve-month lease term. The grievance procedure applies to residents if they are found to be in non-compliance.

## ATTACHMENT Q

### **Capital Fund Financing Program Statement of Intent**

Durham Housing Authority (DHA) intends to submit a proposal application to participate in the Capital Fund Financing Program (CFFP), in order to address the immediate needs of its aging public housing stock, as identified in the Physical Needs Assessment Report - August 2005, and the Energy and Water Conservation Audits Report - May 2006. The CFFP, authorized under the 1998 Quality Housing and Work Responsibility Act (QHWRA), will enable DHA to borrow a larger sum of funds now (bond financing or conventional loan) and repay with future capital fund allocations. Up to 33% of future capital fund appropriations (subject to the availability of appropriations) may be used for debt service. The proceeds will be utilized for capital fund eligible expenses, to include the cost of financing.

Specifically, DHA, intends to utilize the proceeds to accomplish the following eligible activities:

- Gap financing in a mixed-finance transaction for the demolition, disposition, and revitalization of the NC13-2 & 3 McDougald Terrace, NC13-6 Oldham Towers, and NC13-8 Liberty Street Developments.
- Financing for the comprehensive rehabilitation of the NC13-9 Club Boulevard, NC13-12 Morreene Road, NC13-13 Damar Court, and NC13-20 Forest Hill Heights Developments.

## ATTACHMENT R

### **Durham Housing Authority's Violence Against Women Act (VAWA) Policy**

The "Violence Against Women and Department of Justice Reauthorization Act of 2005" (Publication L. 109-162), Section 606 amends the low-income assistance voucher program (Sec. 8 (c) and 8 (d)); Section 607 amends public housing admissions (Sec. 6 (c)) and lease provision (Sec. 6 (1)) under Section 6 of the U. S. Housing Act of 1937, and provides new benefits to victims of domestic violence, dating violence, and stalking. In addition, this section creates a new Section 6 (u) that would establish certification for the application of termination protection and provides for the confidentiality of that information.

In accordance with the "ACT", Durham Housing Authority will assist residents of public housing and applicants and voucher holders of project-based and tenant-based programs by establishing policies that will enable the housing authority to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking.

## **VIOLENCE AGAINST WOMEN ACT POLICY**

**Overview:** The “Violence Against Women and Department of Justice Reauthorization Act of 2005” (Pub. L. 109-162) was signed into law on January 5, 2006. The Act reauthorizes and expands provisions of the Violence Against Women Act (VAWA), which was originally enacted in 1994.

North Carolina Senate Bill #1029 enacted into law comprehensive legislation to ban tenant discrimination against victims of domestic violence, sexual assault and stalking. This law protects victims from discrimination by landlords and provides a statutory framework for allowing victims to change locks or terminate their leases without penalty when necessary to escape a perpetrator.

The Housing Authority of the City of Durham (DHA) does not provide or coordinate any support services or programs provided or offered by any agency, to child or adult victims of domestic violence, dating violence, sexual assault or stalking.

**Purpose:** To establish procedures for reports of domestic violence occurring in public housing communities that serve the needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking.

**Implementation:** Immediately.

### **Steps:**

1. In accordance with the confidentiality requirements of the ACT, no personally identifying information related to victims of domestic violence shall be included in HUD’s Management Information System. De-identified or encrypted information may be used. Personally identifying information includes but is not limited to such things as names, addresses, and social security numbers.
2. Tenants requesting protection under the domestic violence act must provide certification regarding his or her status as a victim and eligibility for protection. Records of this certification may include but will not be limited to documentation signed by an employee, agent, or volunteer of a victim service provider, such as an attorney or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking or the effect of the abuse, in which the professional attests under penalty of perjury (28 U.S.C.1746) to the professional’s belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation, or by producing a Federal, State, or local police or court record.
3. Criminal activity directly relating to domestic violence engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control shall not be cause for termination if the tenant or the immediate family member of the tenant’s family is the victim or threatened victim of the domestic violence.
4. DHA may bifurcate the lease to remove a lawful occupant or tenant who engages in a

criminal act of violence to a family member or other without evicting victimized lawful occupants.

5. DHA shall honor court orders regarding rights of access or control of property involving parties to domestic violence.
6. DHA may evict or terminate a dwelling lease for other good cause unrelated to the incidents or incidents of domestic violence.
7. DHA at the request of a tenant shall change the locks on the apartments of victims of domestic violence with proper certifications.
8. DHA shall approve a transfer request from a victim of domestic violence after proper certification, to an appropriate size unit based on availability. No further transfer request will be approved unless the victim can attest that he or she did not divulge confidentiality of the current address.
9. A certification of domestic violence must include the name of the perpetrator.
10. The tenant shall provide such certification within 14 business days after DHA requests such certification **in writing**. If the certification is not received within 14 business days of DHA's written request, DHA may extend the 14-day deadline at its discretion.
11. DHA shall trespass/ban all perpetrators of domestic violence from all property owned or operated by the agency.
12. Information provided by the victim pursuant to the certification shall be retained in confidence and not entered into any shared database nor provided to any related entity except when the disclosure is: consented to by the individual in writing, required for use in eviction proceedings, or otherwise required by law.