

PHA Plans

Streamlined Annual Version

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

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

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

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Streamlined Annual PHA Plan

for Fiscal Year: 10/1/07—9/30/2008

PHA Name:

CAPE MAY HOUSING AUTHORITY
639 LAFAYETTE STREET
CAPE MAY, NEW JERSEY 08204

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

Streamlined Annual PHA Plan Agency Identification

PHA Name: Cape May Housing Authority

PHA Number: NJ062

PHA Fiscal Year Beginning: 10/1/2007

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units:
 Number of S8 units:

Section 8 Only

Number of S8 units:

Public Housing Only

Number of public housing units:

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

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

PHA Plan Contact Information:

Name: Robert T. Noble, Exec. Director
 TDD:

Phone: 1-609-884-8703
 Email (if available):

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

If yes, select all that apply:

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

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

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

Streamlined Annual PHA Plan
Fiscal Year 2007
[24 CFR Part 903.12(c)]

Table of Contents
[24 CFR 903.7(r)]

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

A. PHA PLAN COMPONENTS

- 1. Site-Based Waiting List Policies
903.7(b)(2) Policies on Eligibility, Selection, and Admissions
- 2. Capital Improvement Needs
903.7(g) Statement of Capital Improvements Needed
- 3. Section 8(y) Homeownership
903.7(k)(1)(i) Statement of Homeownership Programs
- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 6. Supporting Documents Available for Review
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 8. Capital Fund Program 5-Year Action Plan
- 9. OTHER: The Authority is submitting the following Attachments:**
 - Attachment A: Executive Summary (**file name: nj062a01**)
 - Attachment B: Progress Meeting-5-Year Plan Goals (**file name: nj062b01**)
 - Attachment C: RAB Comments: (**file name: nj062c01**)
 - Attachment D: Capital F: Annual/Evaluation Report Part I: (**file name: nj062d01**)
 - Attachment E: Capital F: Annual/Evaluation Report Part II: (**file name: nj062e01**)
 - Attachment F: Capital G: Annual/Evaluation Report Part III: (**file name: nj062f01**)
 - Attachment G: Violence Against Women Act: (**file name: nj062g01**)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

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

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

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

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

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

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

A. Site-Based Waiting Lists-Previous Year

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

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

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

1. How many site-based waiting lists will the PHA operate in the coming year?
2. Yes No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?

- If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

2. Capital Improvement Needs

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

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

A. Capital Fund Program

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

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

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

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

HOPE VI Revitalization Grant Status	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
<input type="checkbox"/>	Revitalization Plan under development
<input type="checkbox"/>	Revitalization Plan submitted, pending approval
<input type="checkbox"/>	Revitalization Plan approved
<input type="checkbox"/>	Activities pursuant to an approved Revitalization Plan underway

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name(s) below:
4. Yes No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
5. Yes No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

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

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

2. Program Description:

a. Size of Program

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

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

b. PHA-established eligibility criteria

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

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

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

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

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

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

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

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

- low utilization rate for vouchers due to lack of suitable rental units
- access to neighborhoods outside of high poverty areas
- other (describe below):

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

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

1. Consolidated Plan jurisdiction: **Atlantic County**

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

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

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

As a result of the “Mt. Laurel decision” in 1985, the Cape May County Comprehensive Plan addressed municipal responsibility and established county policies in this regard:

- Review development of ordinances to eliminate excessive cost-generating items
- Provide incentives or bonus-zoning techniques for provision of low-moderate housing
- Seek Federal/State funding for housing rehabilitation programs to aid families
- Encourage rehabilitation of older homes with good architectural and structural qualities

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans 10/1/07----9/30/08
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans No Fair Housing violations as of last Audit: FYE: 9/06
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing progr June 2006	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
N/a	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
N/a	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary) FYE: 9/30/06----Implementation of follow up plan is documented	Annual Plan: Operations and Maintenance and Community Service & Self-

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
		Sufficiency
N/a	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/a	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/a	Section 8 informal review and hearing procedures. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
N/a	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
N/a	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
N/a	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
N/a	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
N/a	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
N/a	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
N/a	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies. On-going	Annual Plan: Community Service & Self-Sufficiency
N/a	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
N/a	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit FYE:9/30/06 with No Findings
X	Other supporting documents (optional) Violence Against Women Act Policy (VAWA) (list individually; use as many lines as necessary)	(specify as needed)
N/a	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Cape May Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P20250107 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:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$111,136.00			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$111,136.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Cape May Housing Authority		Grant Type and Number Capital Fund Program Grant No: NJ39P20250107 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:) <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
	Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Cape May Housing			Grant Type and Number Capital Fund Program Grant No: NJ39P20250107 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	
H/A WIDE	OPERATIONS	1406		\$111,136.00				
	TOTAL			\$111,136.00				

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Cape May Housing			Grant Type and Number Capital Fund Program Grant No: NJ39P20250107 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	
H/A WIDE	ALL FUND ALLOCATED TO OPERATIONS							

8. Capital Fund Program Five-Year Action Plan

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

8. Capital Fund Program Five-Year Action Plan

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

ATTACHMENT "A": file name: nj062a01

EXECUTIVE SUMMARY

STATEMENT:

The challenge of creating and maintaining continuity of activities and the Authority's Five Year Agency Plan and meeting its Annual Goals and Objectives continues to require the utmost attention, dedication, and the commitment of the staff, the administration, and the Board of Commissioners.

In Fiscal Year Ending 2005 the Authority received a Public Housing Assessment Score of **96.4%**. At the time of the writing of this Summary (4/5/07), the Authority has not received its complete PHAS score for FYE 9/30/2006. However, the Authority is hopeful in its belief that it will retain its "high performance" standards.

The Authority continues to utilize the "Progress Chart" that is designed to indicate the Authority's achievements over the previous year. The Progress Chart can be viewed within the content of the Agency Plan, and it will be electronically submitted to HUD at the appropriate time, as an "attachment."

The Authority will continue to retain its Annual Goals and Objectives to the greatest extent that they have ensured the Authority win obtaining a high PHAS score.

Many of its 5-Year Annual Goals have been completed and new related-goals have been added or increased, i.e., the Authority will continue to "expand" its beautification program by painting or replacing shutters at the sites, as needed, and by power washing the exterior of each building to improve the marketing of its housing units and to improve the living environment for its residents. In addition, the Authority will attempt to modernize 10 bathrooms per year, funding permitting, until it completes the modernization of bathrooms at each of its 3 sites.

During this fiscal year, the Authority, in conjunction with a legal review and approval of the Authority's solicitor, initiated the new, "Violence Against Women Act" Policy. All eight-five residents have signed a new lease and a form acknowledging receipt of the Policy. The Authority will implement form HUD-50066, in such cases.

The Authority constitutes a small PHA. The Cape May Housing Authority is comprised of 85 units i.e. 30 family Units and 55 Elderly/Disabled Units. The Authority continues to pledge to **strive to meet its goals and objectives for the coming fiscal year 10/1/2007 thru 9/30/2008** all-the-while the administration and the governing body will continue its intent of providing good housing for those in need and in cooperation with the residents of the Cape May Housing Authority.

*Robert Noble,
Executive Director*

**FISCAL YEAR 2006 AGENCY SUBMISSION
PROGRESS REPORT ON
ACHIEVEMENT OF GOALS AND OBJECTIVES OF PLAN SUBMITTED
July 2007 for period of : 10/1/2005 to 9/30/2006**

ATTACHMENT "B" – (file name: nj062b01)

GOALS & OBJECTIVES FOR PERIOD COVERING: 1-1/2005-9/30/2006	(Per Cent) Met
Goal 1. Managing PHA efficiently & effective-Qualifying as "Standard Performer	
Retained current status of "high performer" FYE: 9/2006 (Not Available) at	this time
Maintaining sufficient waiting list for 15 day occupancy turnaround	100%
Maintain rent collection at 95%	100%
Sustain occupancy rate of nothing less than 95%	100%
Goal 2. Operate with fiscal prudence/GAAP accounting in place	100%
Income exceeded expenses	100%
Maintain operating reserves at level of at least 90%	100%
Continue proper investment of funds	100%
Goal 3. Improving quality of assisted housing stock and units	
Improve PHAS Score (Maintained high scores)	
Perform annual inspection of all 85 units	100%
Goal 4. Commitment to ensuring a safe environment	
Authority continues to enforce "One Strike and You're Out Policy"	100%
Continue to maintain "Defiant Trespassers List" on semi-annual basis	100%
Performing background checks on all new applicants	100%
Goal 5. Improve quality of life and economic vitality by improving living environment	
Continue occupancy of 40% whose income does not exceed 30% of AMI	100%
To the extent possible maintain equal balance and variety of income <30% of AMI	100%
Goal 6. To the extent possible upgrade power supply and modernize facilities	On-Going
Goal 7. Create and maintain a fully functioning democratically elected RC/RAB	
Elected officers, developed guidelines, interaction throughout FY year being evaluated	50%
RAB: 2006 RASS Score = N/A for 2006 – Small PHA HUD-Rule	N/A-06
1. Neighborhood Appearance (Beautification Project in progress)	100%
2. Communication: RAB Meetings: (RAB less involved, remains active with Agency P. Dev.	50%
Initiated New "NEWSLETTER 1/2007	100%
Goal 8. Improve Heating and Air Conditioning Systems (units) (5 per year)	
(6) Heat Pumps were all that was required	100%
Goal 9. Improving Housing Stock (Total of 85 units)	
1. Painting/or replacement of shutters at all three complexes (If funding is available)	New 06/07
2. 10 New Bathrooms per yr.: Osborne, Lafayette Court, Broad Street. (If funding is Available)	New 06/07
Goal 10. Complete a beautification project to increase marketability of units	
Beautification project is on-going – Lawn Care	100%
Painting/or Replacement/shutters at all sites (as needed, as funds become available)	On-Going
Painting/or Replacement of shutters at Main Office / Power Washed office	On-Going
Power wash Units as needed	On-Going
Paint benches and sitting areas (tables) (pagodas), etc.	On-Going

EXPLANATION: NO SIGNIFICANT PROBLEMS IS MEETING HIGH LEVEL OF ACCOMPLISHMENT IN REACHING ESTABLISHED GOALS FOR PERIOD.

(a) Note: RAB membership level dropped. However, RAB election will be held in July 2007

ATTACHMENT "C": (file name: nj062c01)

**CAPE MAY HOUSING AUTHORITY
RAB Meeting Comments & Suggestions**

Meeting Held: May 17, 2007

1. **SUGGESTION/COMMENT:**

Request for the Authority to continue to improve the environment

RESPONSE:

The Authority currently has, as one of its main goals, to beautify the environment by painting shutters, grates, and trimming of bushes and trees were permitted. The Authority also plans to contact the Department of Correction to ascertain additional clean-up help by utilizing NJDOC inmates on a one-time clean-up if the Authority is determined eligible as a NJDOC site.

The Authority plans to continue to power-wash in areas in need. Continue painting window wells, electric boxes, coating of parking areas at Osborne and obtain an architect to repair parking lot and entrance into Broad Street to improve the drain/catch basin.

2. **SUGGESTION/COMMENT:**

Request for painting benches for the tenants to enjoy

RESPONSE:

The painting of the benches is part of the on-going beautification project

3. **SUGGESTION/COMMENT:**

Request to eliminate the poison ivy plants along the brick

REPOINSE:

This problem will be handed over the lawn care service provider.

4. **SUGGESTION/COMMENT:**

Continue the Newsletter for purpose of providing tenant information

RESPONSE:

The Authority plans to publish a minimum of three (3) newsletter in fiscal year ending 9/30/2007 and continue to publish its newsletter in 2008.

Note:

A) The Violence Against Women Act Policy was fully reviewed and a comprehensive response was provided to general questions regarding policy.

B) *The Memorandum of Agreement with the RAB will be executed in July 2007 upon the election on new RAB Officers.*

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF CAPE MAY	Grant Type and Number Capital Fund Program Grant No: NJ39P20250106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
X Performance and Evaluation Report for Period Ending: 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				
2	1460 Operations	\$102,466.00	111,136.00	\$102,466.00	\$22,201.29
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Cost				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	\$102,466.00	111,136.00	\$102,466.00	\$22,201.29
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

HOUSING AUTHORITY OF THE CITY OF CAPE MAY

Attachment G. (nj062g01)

VIOLENCE AGAINST WOMEN ACT (VAWA)

Date: 2006/2007

AGENCY STATEMENT:

On January 5, 2006, President Bush signed the (Violence Against Women Act) VAWA into law as Public Law 109-162.

Significant to Public Housing, i.e. Title IV Sections: (603) (606) and **[(607) for PHA's]**, the VAWA prohibits the eviction of, and removal of assistance from, certain persons living in public or Section 8-assisted housing if the asserted grounds for such action is an instance of domestic violence, dating violence, sexual assault, or stalking, as those terms are defined in Section 3 of the United States Housing Act of 1937 as amended by VAWA (42 U.S.C. 13925).

Residents are advised that the Cape May Housing Authority subscribes to the federal VAWA law as passed. The Authority has a written Policy for the purpose of ensuring compliance with the Violence Against Women Act as passed on January 5, 2006.

This Policy shall pertain to all residents of the Cape May Housing Authority. The Authority's Violence Against Women "Policy" shall be effective as of the date the VAWA Policy is adopted by the Board of Commissioners.

THE CAPE MAY HOUSING AUTHORITY SETS FORTH THE FOLLOWING POLICY

THE POLICY

PART I: DEFINITIONS OF VIOLENCE

1.1 DOMESTIC VIOLENCE

[SEC 40002 (a)(b) of VAWA 1994]

The term ‘domestic violence’ includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

1.2 DATING VIOLENCE

SEC 40002(a)(8) of VAWA 1994]

The term ‘dating violence’ means violence committed by a person –

- (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (B) where the existence of such a relationship shall be determined based on a consideration of the following factors;
 - (i) The length of the relationship
 - (ii) The type of relationship
 - (iii) The frequency of interaction between the persons involved in the relationship

1.3 STALKING – “means”

[as provided in Title VI and is specific to the housing provisions]

- (A) (i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and
- (ii) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and
- (B) in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to causes substantial emotional harm to –
 - (i) that person;
 - (ii) a member of the immediate family of that person; or
 - (iii) the spouse or intimate partner of that person;.....”

1.4 Immediate Family Member – “means with respect to a person –

- (A) A spouse, parent, brother, sister, or child of that person, or an individual to whom that person stands in loco parentis; or
- (B) Any other person living in the household of that person and related to that person by blood or marriage.”

1.5 Sexual Assault

As defined in Section 3 of the U.S. Housing Act of 1937 as amended by VAWA (42 U.S.C. 13925).

PART II TENANT SELECTION
[SEC 607] (Sec. 6(3))

1.1 The Housing Authority of Cape May shall not deny admissions to the project to any applicant who is or has been a victim of domestic violence, dating violence, or stalking, if the applicant otherwise qualifies for assistance or admissions. Nothing in this section supersedes a Federal, State, or local law that provides greater protection for victims.

PART III TENANCY
LEASE TERMS REGARDING TERMINATION OF TENANCY
[SEC 607: 6(3) subsection (1)(5)]

1.1 An incident or incidents of actual or threatened domestic violence, dating violence, or violence, dating violence, or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence and shall not be good cause for the terminating the assistance, tenancy, or occupancy rights of the victim of such violence.

PART IV TERMINATION OF ASSISTANCE/EVICTION
[SEC 607: 6(4) subsection (1)(6)(A)]

1.1 Criminal activity directly relating to domestic violence, dating violence, or stalking 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 of the tenancy or occupancy rights, **if** the tenant or an immediate member of the tenant’s family **is** the victim or threatened victim of that domestic violence, dating violence, or stalking.

- 1.2 Nothing in [Part V: 1.1] may be construed to limit the Authority, when notified, to honor court orders regarding rights to access or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among household members in cases where a family breaks up. [Sec 6 (4)(C)].
- 1.3 Nothing shall limit the Authority to evict a tenant for any violation of a lease *not* premised on the acts of violence, or for other good cause unrelated to the incident or incidents of domestic violence, provided that the victim is not subject to a “more demanding standard” than non-victims. [Sec 6 (4)(D)].
- 1.4 Nothing shall prohibit eviction if the Housing Authority “can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant’s tenancy is not terminated.” [Sec 6 (4)(E)].
- 1.5 Nothing in this section shall be construed to supersede any provision of any Federal, State, or local law that provides greater protection than this section for victims of domestic violence, or stalking. [Sec 6 (4)(F)].

PART V: CERTIFICATION
[SEC 6(u)]

1.1 CERTIFICATION

AGENCY STATEMENT:

The authority’s compliance with this statute based solely on the victim’s statement or other corroborating evidence shall not alone be sufficient to constitute evidence of an unreasonable act or omission by the Housing Authority or employee thereof. [Sec 6(u)(F)].

The Housing Authority responding to subsections (1)(5) or (6) (i.e., a claim to protected status under VAWA) and *at the discretion of the Authority* [Sec 6(u)(1)(A)(6)], the Housing Authority of Cape May **will require** that an individual certify by a HUD-approved certification form (if available) that the individual is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of such actual or threatened abuse and meet the requirements set forth in the statute. [Sec 6(u)(A)].

Should a HUD-approved certification not be available, an individual claiming domestic violence may satisfy the certification requirements by “providing (*to the Authority*) with documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, or stalking, or the effects 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, dating violence, or stalking has signed, or attested to the documentation or by providing or producing a Federal, State, tribal territorial, or local police or court record”. [Sec 6(u)(C)(i)]

1.1(a) Such certification shall include the name of the perpetrator.

1.1(b) ***certification shall be provided within*** fourteen (14) ***business days*** ***after*** the Authority request such certification, in writing.

Nothing in the certification section preempts a Federal, State, or local law that provides greater protection for victims of domestic violence, dating violence, or stalking. [Sec 6(u)(1)(E)].

1.2 FAILURE TO PROVIDE CERTIFICATION

If the individual does not provide the certification within fourteen (14) business days after the Housing Authority has requested such certification in writing, nothing may be construed to limit the authority of the Housing Authority to evict any tenant or lawful occupant that commits violations of a lease. The fourteen (14) day deadline may be extended, ***at the discretion***, of the Authority. [Sec 6(u)(B)(5) or (6) of subsection (1)].

PART VI: CONFIDENTIALITY [SEC 6(u)(2)(A)]

1.1 INFORMATION OBTAINED THROUGH CERTIFICATION

All information provided to the Housing Authority of the City of Cape May including the fact that an individual is a victim of domestic violence, dating violence, or stalking shall be retained in confidence and shall neither be entered into any shared database, nor provided to any related entity, except to the extent that disclosure is –

- (i) requested or consented to by the individual in writing;
- (ii) required for use in an eviction proceeding under subsection (1)(5) or (6)
- (iii) otherwise required by applicable law

1.2 NOTIFICATION

The Housing Authority will provide notice to its tenants and their rights under Section 607 of Victims Against Women Act (VHWA) of 2005 including their rights of confidentiality.