OMB Approval No: 2577-0226
(exp. 02/28/2006)

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

Lebanon Housing Authority
49 Lake Street
P.O. Box 187
Lebanon, Tennessee 37087

tn017v02

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: Lebanon Housing Authority

PHA Number: TN017

PHA Fiscal Year Beginning: (mm/yyyy) 07/2007

Public Access to Information

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

☒ Main administrative office of the PHA
☐ PHA development management offices
☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

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

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

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS**. (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
- ☒ Maintain public housing vacancies in the 1 % range:
- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- ☐ Other (list below)

☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☐ Improve public housing management: (PHAS score)
- ☐ Improve voucher management: (SEMAP score)
- ☒ Increase customer satisfaction by improving units and amenities through renovation and modernization:
- ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☒ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:

form **HUD 50075** (03/2003)

☐ Provide replacement public housing:
☐ Provide replacement vouchers:
☐ Other: (list below)

☐ PHA Goal: Increase assisted housing choices
Objectives:
☐ Provide voucher mobility counseling:
☐ Conduct outreach efforts to potential voucher landlords
☐ Increase voucher payment standards
☐ Implement voucher homeownership program:
☐ Implement public housing or other homeownership programs:
☐ Implement public housing site-based waiting lists:
☐ Convert public housing to vouchers:
☐ Other: (list below)

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

☒ PHA Goal: Provide an improved living environment
Objectives:
☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments. Currently 91% of all families assisted by Lebanon Housing Authority are below 30% of the medium income. Our goal is to reduce this by at least 5%:
☐ 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 by continuing to work with local law enforcement on eliminating drugs and crime:
☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
☒ Other: (list below)
Continue to work with Mid-Cumberland Community Action Agency and their Head Start School Program for children in the Developments

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:
☒ Increase the number and percentage of employed persons in assisted families. Currently 17% of the adult population is wage earners; our goal is to increase this by at least 10%:

- ☐ Provide or attract supportive services to improve assistance recipients' employability:
- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

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

☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:

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

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

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

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan
[24 CFR Part 903.7 9 (r)]
Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Housing needs of families in the jurisdiction served by the Lebanon Housing Authority were determined by the waiting list. The waiting list contains twenty-five applicants, all below 30% of the medium income, with 60% needing one-bedroom units, this is down 2% from last year. One-bedroom needs exceed available units. The number of applications is up from last year and the move-out rate continues high. In the past year Section 8 and home ownership accounted for 10% of our move-outs, evictions 12% and 10% were related to health issues. LHA continues its outreach to attract more working applicants. Strategies are influenced by the extent housing needs are met by other organizations in the community. Lebanon is still experiencing a growth in the moderate priced rental housing market. Financial resources will be the Public Housing Operating Fund and rental income as well as the Capital Fund. Policies governing eligibility, selection and administration are current HUD guidelines. The Authority is not using any discretionary policies in setting rents. Flat rents have been adopted. Capital Fund Statements are included for Annual and Five Year Action plans. There are no current applications for demolition, designation for elderly or conversion to tenant-based assistance.

iii. Annual Plan Table of Contents
[24 CFR Part 903.7 9 (r)]
Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

	Page #
Annual Plan	
i. Executive Summary	1
ii. Table of Contents	1
1. Housing Needs	5
2. Financial Resources	9
3. Policies on Eligibility, Selection and Admissions	11
4. Rent Determination Policies	19
5. Operations and Management Policies	22
6. Grievance Procedures	24

7. Capital Improvement Needs 24
8. Demolition and Disposition 42
9. Designation of Housing 43
10. Conversions of Public Housing 44
11. Homeownership 45
12. Community Service Programs 47
13. Crime and Safety 49
14. Pets (Inactive for January 1 PHAs) 51
15. Civil Rights Certifications (included with PHA Plan Certifications) 51
16. Audit 51
17. Asset Management 52
18. Other Information 52

Attachments

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

Required Attachments:

- ☒ Admissions Policy for Deconcentration (tn017a01)
- ☒ 7.A.(1) - FY 2007 Capital Fund Program Annual Statement
- ☒ FY 2006 Capital Fund Programs (tn017c01)
- ☒ Implementation of Public Housing Resident Community Service Requirements (tn017a01)
- ☒ Pet Policy (tn017a01)
- ☒ Meeting the 5-Year Plan Mission & Goals (tn017a01)
- ☒ Resident on Board (tn017a01)
- ☒ Resident Advisory Board (tn017a01)
- ☐ 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 (tn017b01)
- ☒ 7.A.(2) – FY 2007 Capital Fund Program 5 Year Action Plan
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (tn017a01)
- ☐ Other (List below, providing each attachment name)

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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	the Consolidated Plan	
	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
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ 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 ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies ☐ 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 ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures ☐ check here if included in Section 8	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	Administrative Plan	
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	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
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	902	4	4	3	N/A	N/A	N/A
Income >30% but <=50% of AMI	598	2	2	2	N/A	N/A	N/A
Income >50% but <80% of AMI	913	2	2	2	N/A	N/A	N/A
Elderly	474	4	2	3	N/A	N/A	N/A
Families with Disabilities	0	4	4	4	N/A	N/A	N/A
Race/Ethnicity	B-12	4	3	3	N/A	N/A	N/A
Race/Ethnicity	W-13	4	3	3	N/A	N/A	N/A
Race/Ethnicity	H-0	4	3	3	N/A	N/A	N/A
Race/Ethnicity							

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:

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset for 1990

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☒ Other sources: (list and indicate year of information)
LHA Waiting List –01/02/2007

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

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
☐ Section 8 tenant-based assistance
☒ Public Housing
☐ Combined Section 8 and Public Housing
☐ 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	25		112
Extremely low income <=30% AMI	25	100	
Very low income (>30% but <=50% AMI)	0	0	
Low income (>50% but <80% AMI)	0	0	
Families with children	10	40	
Elderly families	1	4	
Families with Disabilities	0	0	
Race/ethnicity	B-12	48	
Race/ethnicity	W-13	52	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	12	48	26
2 BR	4	16	42
3 BR	7	28	29
4 BR	2	8	14
5 BR	0	0	1
5+ BR			

Is the waiting list closed (select one)? ☒ No ☐ Yes
If yes:
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

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.

The Authority will address the needs of families in the jurisdiction and on the waiting list by maximizing the units that are available for leasing. Currently there is an abundance of private low-income units in the area, so additional units are not needed at this time. Private rental units are available also. Maximizing our unit availability continues to be our best option at this time.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☐ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☐ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

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

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

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

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

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

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

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2007 grants)**		
a) Public Housing Operating Fund	1,518,750	
b) Public Housing Capital Fund	595,397	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
Dwelling Income	488,060	Public Housing Operations
Excess Utilities	15,460	Public Housing Operations
4. Other income (list below)		
Interest Income	10,640	Public Housing Operations
Other Income	40,000	Public Housing Operations
4. Non-federal sources (list below)		
Total resources	2,668,307	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

☐ When families are within a certain number of being offered a unit: (state number)
☐ When families are within a certain time of being offered a unit: (state time)
☒ Other: (describe) At time of application.

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)

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

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

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
☐ One
☐ Two
☒ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
☐ Emergencies
☒ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)

☐ Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

Public housing residents displaced by Federally declared disaster.

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)

☐ 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)

1. – Public housing residents displaced by Federally declared disaster.

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

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

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

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

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
☐ Not applicable: results of analysis did not indicate a need for such efforts
☒ List (any applicable) developments below:

Inman Court TN017-002, 004, 006, & 009

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:

Head Homes TN017-007
Watertown TN017-010
Hillcrest Homes TN017-011
Parkview Court TN017-12

B. Section 8

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

NOT A SECTION 8 AUTHORITY

(1) Eligibility

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

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
☐ Criminal or drug-related activity
☐ Other (describe below)

(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)

(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:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either

through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

☐ The Section 8 Administrative Plan
☐ Briefing sessions and written materials

☐ Other (list below)

b. 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-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, the flat 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 ☐ 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 ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

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

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☐ Yes for all developments
☐ Yes but only for some developments
☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

☐ For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

☐ Market comparability study
☐ Fair market rents (FMR)
☐ 95th percentile rents
☐ 75 percent of operating costs
☐ 100 percent of operating costs for general occupancy (family) developments
☐ Operating costs plus debt service
☐ The “rental value” of the unit
☐ Other (list below)

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

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).**

NOT A SECTION 8 AUTHORITY

(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 below100% of FMR
☐ 100% of FMR
☐ Above 100% but at or below 110% of FMR
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
☐ Reflects market or submarket
☐ To increase housing options for families
☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)
☐ Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
☐ Success rates of assisted families
☐ Rent burdens of assisted families
☐ Other (list below)

(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)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)
☒ An organization chart showing the PHA's management structure and organization is attached: (tn017b01)

☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	**Units or Families Served at Year Beginning**	**Expected Turnover**
Public Housing	354	112
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

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)

Admissions and Continued Occupancy Policy
Personnel Policy
Procurement Policy
Maintenance Plan

(2) Section 8 Management: (list below)

N/A

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

☒ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

☐ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its

public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

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

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

Capital Fund Grant Number TN43P01750107 FFY of Grant Approval: (07/2007)

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	$119,079.00
.3	1408 Management Improvements	$20,000.00
4	1410 Administration	$16,110.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	$83,538.00
8	1440 Site Acquisition	
9	1450 Site Improvement	$264,267.00
10	1460 Dwelling Structures	$40,800.00
11	1465.1 Dwelling Equipment-Nonexpendable	$51,613.00
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	1498 Mod Used for Development	
19	1502 Contingency	
20	**Amount of Annual Grant (Sum of lines 2-19)**	$595,397.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA WIDE	Operations	1406	119,079.00
PHA WIDE	Energy Audit	1408	10,000.00
PHA WIDE	UPCS Inspection	1408	10,000.00
PHA WIDE	Mod. Coordinator's Salary	1410	15,600.00
PHA WIDE	Phone, Travel, Publication	1410	500.00
PHA WIDE	Construction Supervision	1430	21,230.00
PHA WIDE	Clerk of the Works	1430	15,600.00
PHA WIDE	Design	1430	46,708.00
PHA WIDE	Dwelling Equipment	1465.1	51,613.00
TN37P017006	Sanitary Sewer Lines/Access	1450	264,267.00
TN37P017010	Install New Water Saving Toilets	1460	10,800.00
TN37P017011	Install New Water Saving Toilets	1460	18,000.00
TN37P017012	Install New Water Saving Toilets	1460	12,000.00

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PHA WIDE	9/2009	9/2011
TN37P017006	9/2009	9/2011
TN37P017010	9/2009	9/2011
TN37P017011	9/2009	9/2011
TN37P017012	9/2009	9/2011

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017001	**UPTON HEIGHTS**	**0**	**0**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Sanitary Sewer Lines/Access	72,618.00	2009
Attic Firewall & Attic Insulation	54,017.00	2011
Mechanical Renovation	199,457.00	2013
Exterior Renovation & Add Storage	110,809.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,385.00	2013+
Slab & Foundation Settlement	10,418.00	2013+
Dwelling Equipment	17,000.00	2013+
Security Lights	6,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,553.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	15,315.00	2013+
Floors	58,507.00	2013+
Bathrooms	46,796.00	2013+
Electrical Renovations	328,323.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	102,312.00	2013+
Parking Areas	49,980.00	2013+
Non-Dwelling Equipment	20,000.00	2013+
Non-Dwelling Structure	10,000.00	2013+
Total estimated cost of improvements	**1,163,925.00**	
Total estimated cost over next 5 years	**326,092.00**	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017002	**INMAN COURT**	**0**	**0**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Sanitary Sewer Lines/Access	53,470.00	2010
Attic Firewall & Attic Insulation	31,399.00	2011
Mechanical Renovation	132,971.00	2013
Exterior Renovation & Add Storage	36,936.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,385.00	2013+
Slab & Foundation Settlement	6,945.00	2013+
Dwelling Equipment	12,000.00	2013+
Security Lights	3,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	10,210.00	2013+
Floors	53,133.00	2013+
Bathrooms	39,005.00	2013+
Electrical Renovations	218,882.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	68,208.00	2013+
Add/Replace Washer Connections	2,808.00	2013+
Parking Areas	28,560.00	2013+
Total estimated cost of improvements	759,900.00	
Total estimated cost over next 5 years	217,840.00	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017003	**UPTON HEIGHTS**	**3**	**12.5**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Sanitary Sewer Lines	69,772.00	2009
Attic Firewall & Attic Insulation	36,551.00	2011
Mechanical Renovation	159,565.00	2013
Exterior Renovation & Add Storage	59,098.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,386.00	2013+
Slab & Foundation Settlement	10,419.00	2013+
Dwelling Equipment	14,000.00	2013+
Security Lights	6,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	12,252.00	2013+
Floors	42,953.00	2013+
Bathrooms	46,806.00	2013+
Electrical Renovations	262,659.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	81,849.00	2013+
Privacy Fencing	53,400.00	2013+
Parking Areas	18,432.00	2013+
Total estimated cost of improvements	936,130.00	
Total estimated cost over next 5 years	265,888.00	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017004	**INMAN COURT**	**2**	**14**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Sanitary Sewer Lines/Access	50,948.00	2010
Attic Firewall & Attic Insulation	20,346.00	2011
Mechanical Renovation	93,079.00	2013
Exterior Renovation & Add Storage	51,711.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,385.00	2013+
Slab & Foundation Settlement	6,946.00	2013+
Dwelling Equipment	8,000.00	2013+
Security Lights	3,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	7,147.00	2013+
Floors	36,660.00	2013+
Bathrooms	27,303.00	2013+
Electrical Renovations	153,218.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	47,745.00	2013+
Add/Replace Washer Connections	2,457.00	2013+
Parking Areas	17,340.00	2013+
Non-Dwelling Equipment	5,000.00	2013+
Non-Dwelling Structure	10,000.00	2013+
Total estimated cost of improvements	**603,273.00**	
Total estimated cost over next 5 years	**164,373.00**	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017005	**UPTON HEIGHTS**	**1**	**2**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Sanitary Sewer Lines/Access	124,098.00	2009
Attics & Attic Insulation	51,206.00	2011
Mechanical Renovation	332,427.00	2013
Exterior Renovation & Add Storage	92,341.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,386.00	2013+
Slab & Foundation Settlement	17,364.00	2013+
Dwelling Equipment	28,000.00	2013+
Security Lights	6,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	25,526.00	2013+
Floors	6,110.00	2013+
Bathrooms	97,512.00	2013+
Electrical Renovations	547,206.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	170,520.00	2013+
Add/Replace Washer Connections	7,020.00	2013+
Parking Areas	48,960.00	2013+
Non-Dwelling Equipment	5,000.00	2013+
Non-Dwelling Structure	10,000.00	2013+
Total estimated cost of improvements	**1,631,664.00**	
Total estimated cost over next 5 years	**507,731.00**	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017006	**INMAN COURT**	**1**	**5**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Sanitary Sewer Lines/Access	62,914.00	2010
Attic Firewall & Attic Insulation	20,933.00	2011
Mechanical Renovation	132,971.00	2013
Exterior Renovation & Add Storage	36,936.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,386.00	2013+
Slab & Foundation Settlement	6,946.00	2013+
Dwelling Equipment	12,000.00	2013+
Security Lights	6,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	10,210.00	2013+
Floors	47,462.00	2013+
Bathrooms	39,005.00	2013+
Electrical Renovations	218,882.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	68,208.00	2013+
Add/Replace Washer Connections	3,510.00	2013+
Parking Areas	19,380.00	2013+
Total estimated cost of improvements	747,731.00	
Total estimated cost over next 5 years	216,818.00	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017007	**HEAD HOMES**	**0**	**0**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Attic Firewall & Attic Insulation	56,933.00	2011
Mechanical Renovation	332,427.00	2013
Exterior Renovation & Add Storage	184,682.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,386.00	2013+
Slab & Foundation Settlement	17,364.00	2013+
Dwelling Equipment	28,000.00	2013+
Security Lights	9,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	25,526.00	2013+
Floors	30,550.00	2013+
Bathrooms	97,512.00	2013+
Electrical Renovations	547,206.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	170,520.00	2013+
Add/Replace Washer Connections	6,318.00	2013+
Sanitary Sewer Lines/Access	85,764.00	2013+
Parking Areas	49,980.00	2013+
Non-Dwelling Structure	10,000.00	2013+
Total estimated cost of improvements	**1,714,156.00**	
Total estimated cost over next 5 years	**389,360.00**	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017008	**UPTON HEIGHTS**	**1**	**2**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Sanitary Sewer Lines/Access	123,956.00	2009
Attic Firewall & Attic Insulation	49,933.00	2011
Mechanical Renovation	332,427.00	2013
Exterior Renovation & Add Storage	92,341.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,386.00	2013+
Slab & Foundation Settlement	17,364.00	2013+
Dwelling Equipment	28,000.00	2013+
Security Lights	6,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	25,526.00	2013+
Floors	48,880.00	2013+
Bathrooms	97,512.00	2013+
Electrical Renovations	547,206.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	170,520.00	2013+
Add/Replace Washer Connections	7,722.00	2013+
Parking Areas	48,960.00	2013+
Total estimated cost of improvements	1,658,721.00	
Total estimated cost over next 5 years	506,316.00	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017009	**INMAN COURT**	**0**	**0**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Sanitary Sewer Lines/Access	81,495.00	2010
Attic Firewall & Attic Insulation	24,888.00	2011
Mechanical Renovation	186,159.00	2013
Exterior Renovation & Add Storage	51,711.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,386.00	2013+
Slab & Foundation Settlement	10,419.00	2013+
Dwelling Equipment	16,000.00	2013+
Security Lights	6,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	14,294.00	2013+
Floors	42,770.00	2013+
Bathrooms	54,607.00	2013+
Electrical Renovations	306,435.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	95,491.00	2013+
Add/Replace Washer Connections	5,616.00	2013+
Parking Areas	27,540.00	2013+
Total estimated cost of improvements	1,081,290.00	
Total estimated cost over next 5 years	292,542.00	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017010	**EASTLANDCOURT & RICEWOOD HEIGHTS**	**0**	**0**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Attic Firewall & Attic Insulation	14,246.00	2011
Heating Renovation	141,362.00	2012
Exterior Renovation & Add Storage	33,243.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,386.00	2013+
Slab & Foundation Settlement	6,946.00	2013+
Dwelling Equipment	10,000.00	2013+
Security Lights	9,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Mechanical Renovation	28,078.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	9,189.00	2013+
Floors	48,880.00	2013+
Bathrooms	35,104.00	2013+
Electrical Renovations	196,994.00	2013+
Playground Equipment	20,159.00	2013+
Kitchen Renovation	61,387.00	2013+
Add/Replace Washer Connections	2,808.00	2013+
Sanitary Sewer Lines/Access	25,545.00	2013+
Parking Areas	17,340.00	2013+
Non-Dwelling Structure	10,000.00	2013+
Total estimated cost of improvements	**712,496.00**	
Total estimated cost over next 5 years	**155,608.00**	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017011	**HILLCREST HOMES**	**1**	**3**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Attic Firewall & Attic Insulation	21,276.00	2011
Heating Renovation	235,603.00	2012
Exterior Renovation & Add Storage	55,405.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,386.00	2013+
Slab & Foundation Settlement	10,419.00	2013+
Dwelling Equipment	17,000.00	2013+
Security Lights	9,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Mechanical Renovation	46,796.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	15,315.00	2013+
Floors	44,487.00	2013+
Bathrooms	58,507.00	2013+
Electrical Renovations	328,323.00	2013+
Kitchen Renovation	102,312.00	2013+
Sanitary Sewer Lines\Access	15,315.00	2013+
Parking Areas	29,580.00	2013+
Non-Dwelling Structure	10,000.00	2013+
Total estimated cost of improvements	1,041,553.00	
Total estimated cost over next 5 years	256,879.00	

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**
TN37P017012	**PARKVIEW COURT**	**0**	**0**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Sanitary Sewer Lines/Access	51,036.00	2010
Attic Firewall & Attic Insulation	13,934.00	2011
Heating Renovation	157,068.00	2012
Exterior Renovation & Add Storage	36,936.00	2013+
Porches	11,078.00	2013+
Guardrails & Handrails	10,796.00	2013+
Sidewalks, Steps & Curbs	7,386.00	2013+
Slab & Foundation Settlement	6,946.00	2013+
Dwelling Equipment	11,000.00	2013+
Security Lights	9,000.00	2013+
Remodel Unit for Hearing & Visually Impaired	2,955.00	2013+
Mechanical Renovation	31,197.00	2013+
Landscaping	5,000.00	2013+
Site Improvements	5,000.00	2013+
Add Carbon Monoxide Detectors	10,210.00	2013+
Floors	53,389.00	2013+
Bathrooms	39,005.00	2013+
Electrical Renovations	218,882.00	2013+
Kitchen Renovation	68,208.00	2013+
Parking Areas	19,380.00	2013+
Total estimated cost of improvements	768,406.00	
Total estimated cost over next 5 years	222,038.00	

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
   - ☐ Revitalization Plan under development
   - ☐ Revitalization Plan submitted, pending approval
   - ☐ Revitalization Plan approved
   - ☐ Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) ☐ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 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? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) ☐ Requirements no longer applicable: vacancy rates are less than 10 percent ☐ Requirements no longer applicable: site now has less than 300 units ☐ Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes ☒ No: Has the PHA has 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? DD/MM/YY

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
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)
Head Start Pre-School	20	Specific Criteria	Mid Cumberland Com.	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

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

☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
☒ Informing residents of new policy on admission and reexamination
☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

A. Need for measures to ensure the safety of public housing residents

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

☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments

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

2. What information or data did the PHA 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)

1. Which developments are most affected? (list below)

TN17-002 & TN17-004

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

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)
☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
☐ Crime Prevention Through Environmental Design
☐ Activities targeted to at-risk youth, adults, or seniors
☐ Volunteer Resident Patrol/Block Watchers Program
☒ Other (describe below)

Applicant screening and eviction

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

Applied to all developments

C. Coordination between PHA and the police

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

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

1. Which developments are most affected? (list below)

Applied to all developments

D. Additional information as required by PHDEP/PHDEP Plan

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

☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: ___)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

see attachment tn017a01

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☒ Yes ☐ No: Were there any findings as the result of that audit?
4. ☐ Yes ☒ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?____
5. ☐ Yes ☒ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

☐ Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☒ Other: (list below)

Lebanon Housing Authority received a PHAS score of 78 for Fiscal Year 2006 and was designated as a Standard Performer. The Physical Inspection Score was the 2005 score assigned to 2006. The score was 23 of 30. Items have been identified in the Needs Assessments and are being addressed in our Modernization efforts under the Capital Fund Program as funding allows. We are making every effort in maintenance to find and correct items that produce low scores. CFP funds will continue to be spent in areas that will improve the livability of the dwelling units by maintaining the structures and utilities. Lebanon Housing Authority received a score of 20 on the Financial Indicator. Operating Subsidy has been at less than 100% for several years and in FY 2006 we had an operating deficit for the year. Utility expenses continue to increase due to rate increases by suppliers. These losses for the year affected two sub-indicators for a loss of 1.7 points from last years score. The change in subsidy funding from the AEL formula to the PEL formula provided Lebanon Housing Authority with an increase in funding. Using these figures to project next years financial score shows a score of 26.

3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

☐ Attached at Attachment (File name)
☐ Provided below:

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

☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:

☐ Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: State of Tennessee

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)

D. Other Information Required by HUD

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

Significant Amendments or Substantial Deviations are defined as:

1. Changes to rent or admission policies or organization of the waiting list.
2. Addition of non-emergency work items (items not included in the Annual Statement or 5-Year Action Plan) or a change in the use of replacement reserve funds under the Capital Fund.
3. Any change with regard to demolition or disposition, designation, or homeownership programs or conversion activities

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements.

Attachments

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

STATEMENT OF PROGRESS IN MEETING THE 5-YEAR PLAN MISSIONS AND GOALS

The Lebanon Housing Authority is in the third year of its second 5-Year Plan. The Authority is meeting its mission to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination. The Authority is still striving to meet its goals as set forth in the 5-Year Plan. The Authority has not met its goal to expand the supply of assisted housing by reducing the vacancy rate. The number of applicants who meet the requirements for admissions has started to increase. Move outs continue at the same rate as in past years. Turn around times remain in the forty day range because of efforts to reduce cost by eliminating maintenance positions. This was made necessary by the continuing under-funding of the operating subsidy (proration) by HUD and Congress. This decision has been reversed because of HUD's plans to fund only occupied units and promises of increased operating subsidy from new funding calculations. Lebanon is still experiencing a sound economy and apartment complexes are still being constructed. The good economic condition of the community reduces the demand for assisted housing. It makes it difficult to increase the number of working families residing in assisted housing and progress has been slowed. Families currently residing in public housing making less than 30% of the medium income has increased from 91% 94.5%. Working families have decreased from 19% to 15%. Renovation and modernization activities are continuing to improve the quality of the assisted housing, but at a slower rate due to reductions in modernization funding.

IMPLEMENTATION OF PUBLIC HOUSING RESIDENT COMMUNITY SERVICE REQUIREMENTS

Per NOTICE PIH 2003-17, Community Service requirements were reinstated. Implementation deadline of July 32, 2003 for written notification of reinstatement of requirements to all residents was met. All residents covered by the Community Service requirements were notified of their responsibility and consequences of failure to meet these requirements.

PET POLICY

LEBANON HOUSING AUTHORITY (LHA)
PET POLICY

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

1. Pet ownership: A resident may own one or more common household pets or have one or more common household pets present in the dwelling unit of such resident, subject to the following conditions:

- If the pet is a dog or cat, it must be neutered/spayed. Evidence of neutering/spaying can be provided by a statement/bill from veterinarian and/or staff of the humane society. The Resident must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Resident shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown).

- If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.

- If the pet is fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Resident is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and nonhazardous manner.

- If the pet is a dog, it shall not weigh more than 20 pounds (fully grown).

- If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, as applicable. Evidence of inoculations can be provided by a statement/bill from veterinarian or staff of the humane society.

- All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside it must be taken outside on a leash and kept off other Resident's yards.

- All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not under the control of an adult. Pets which are unleashed, or leashed and unattended, on Authority property will be reported to the City of Lebanon Animal Control Officer. It shall be the responsibility of the Resident to reclaim the pet and at the expense of the Resident.

- Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is reported to Authority staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, Authority staff may enter the unit and remove the pet and transfer the pet to the City of Lebanon Animal Control Officer. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Resident.

2. Responsible Pet Ownership: Each pet must be maintained responsibly and in accordance with this Pet Policy and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of to avoid any unpleasant and unsanitary odor from being in the unit.

3. Prohibited Animals: Animals that are considered vicious and/or intimidating will not be allowed. Some

examples of animals that have a reputation of a vicious nature are: reptiles, rottweiler, doberman pincher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by the AUTHORITY.

4. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other residents. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities.

   If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other Residents, or create a problem in the area of cleanliness and sanitation, the Authority will notify the resident, in writing, that the animal must be removed from Authority property. The written notice will contain the date by which the pet must be removed and this date must be complied with by the Head of Household. This date will be immediate if the pet may be a danger or threat to the safety and security of other residents. The Resident may request a hearing, which will be handled according to the Authority's established grievance procedure. Provided, however, the pet must be immediately removed from the unit upon notice during the hearing process if the cause is because of safety and security.

5. The Resident is solely responsible for cleaning up the waste of the pet within the dwelling and on the grounds of the public housing development. If the pet is taken outside it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage. If the Authority staff is required to clean any waste left by a pet, the Resident will be charged $25 for the removal of the waste.

6. The Resident shall have canine pets restrained so that maintenance can be performed in the apartment. The Resident shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Resident shall be charged a fee of $25.00. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained will be impounded and turned over to the City of Lebanon Animal Control Officer. It shall be the responsibility of the Resident to reclaim the pet at the expense of the Resident. The housing authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the Authority.

RESIDENT ON BOARD

Resident selected by Mayor. Mayor Fox appointed Ms. Mary Kirkendoll of 26 Upton Heights to the Board of Commissioners of the Lebanon Housing Authority effective July 1, 2001.

RESIDENT ADVISORY BOARD

MARY KIRKENDOLL	26 UPTON HEIGHTS	443-1608
MARY F. NEAL	37 UPTON HEIGHTS	449-9652
JOANN WILLIAMSON	17 HEAD HOMES	444-3369
GLENDA ADAMS	39 HEAD HOMES	443-9144

RESIDENT ADVISORY BOARD MEETING

AGENDA

January 31, 2007

I. PHA PLAN

II. CAPITAL FUND – MODERNIZATION

III. RESIDENT PARTICIPATION FUNDING BUDGET

Members present: Mary Kirkendoll 26 Upton Heights

Also present: Henry Harding, Executive Director

No Comments Were Received.

PUBLIC HEARING

AGENDA

March 29, 2007

I. PHA PLAN

Summary of Plan
Flat Rent Change
Resident Charges Change
Capital Fund Program

II. RESIDENT SURVEY FOLLOW UP PLAN

III. RESIDENT PARTICIPATION FUNDING BUDGET

Attendees: Henry Harding, Executive Director

No comments for the record.

DECONCENTRATION POLICY

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.

DEVELOPMENTS	# OF UNITS	# OF OCCUP UNITS	TOTAL INCOME	AVERAGE INCOME	INDV AI COMPARED TO PROJ AI	AS % OF AVERAGE
UPTON HEIGHTS	154	148	822,116	5,555	-543	91
INMAN COURT	82	78	347,665	4,457	-1,641	73
HEAD HOMES	50	48	342,960	7,145	1,047	117
WATERTOWN	18	18	145,642	8,091	1,993	133
HILLCREST HOMES	30	29	247,680	8,541	2,443	140
PARKVIEW COURT	20	19	167,122	8,796	2,698	144
ALL	354	340	2,073,185	6,098	0	100

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	**Number of Units**	**Explanation (if any) [see step 4 at §903.2(c)(1)((iv)]**	**Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]**
TN017-010 WATERTOWN	18	Explained by other circumstances	See Policy Below
TN017-011 HILLCREST	30	Explained by other circumstances	See Policy Below
TN017-012 PARKVIEW	19	Explained by other Circumstances	See Policy Below
TN017-002,4,6,9 INMAN COURT	82	Explained by other Circumstances	See Policy Below
TN017-007 HEAD HOMES	50	Explained by other Circumstances	See Policy Below

INMAN COURT, HEAD HOMES & WATERTOWN: Average Income for all developments is below 30% of medium income, movement of families would not improve Authority or Development income distribution.

TN017-011 and 012 were built as elderly developments and consists of mainly 0 and 1 bedroom apartments. Not suited for family dwellings.

DECONCENTRATION POLICY

Adopted August 5, 1999

I. Objective:

The objective of the Deconcentration Policy for the Lebanon Housing Authority is to insure 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 Lebanon Housing Authority is that no less than 40 percent of families admitted to public housing must have incomes at or below 30% of the area median income by public housing development. The Lebanon Housing Authority will take action to achieve the goal that no individual development has a concentration of higher income families. To insure that the Lebanon Housing Authority does not concentrate families with higher or lower incomes levels in any one development the Lebanon Housing Authority will tract the status of family income, by development, on a regular basis utilizing income reports generated by the Authority's computer system.

2. Actions:

To accomplish the deconcentration goals, the Lebanon Housing Authority will take the following actions:

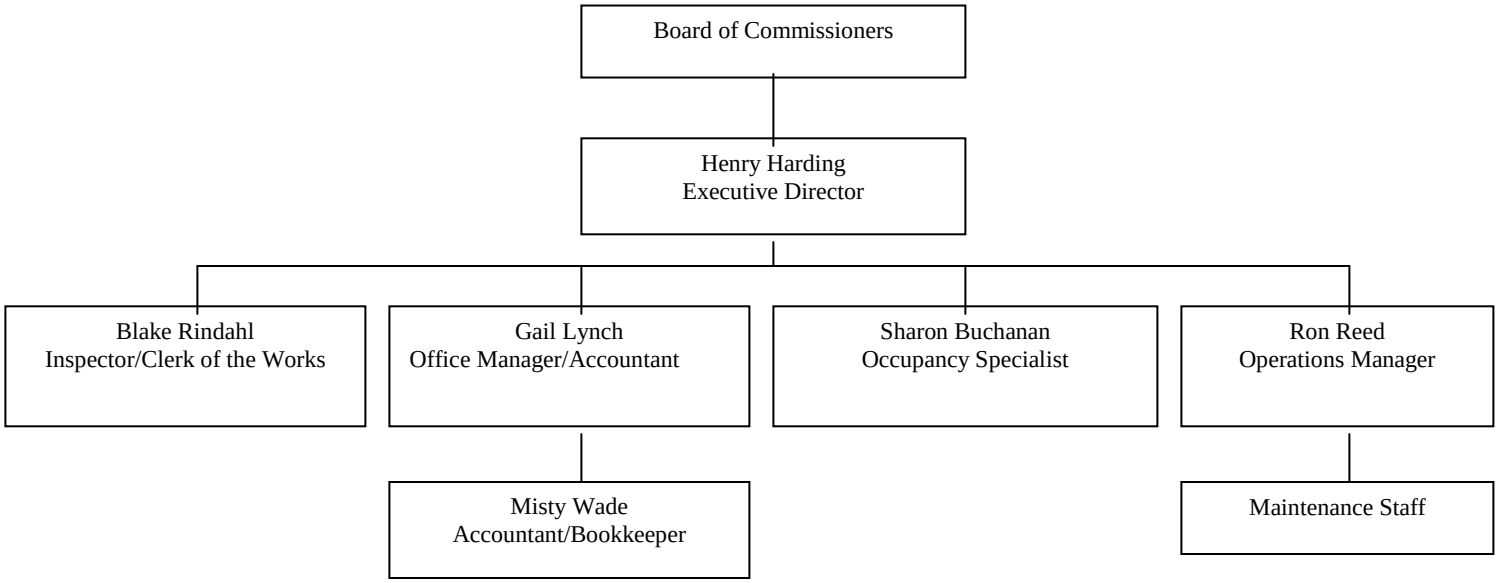
A. At the beginning of each fiscal year the Authority will establish a numerical goal for admission of families whose incomes are at or below 30% of the area median income. The target annual goal will be calculated by taking 40% of the total number of move-ins from the previous Authority fiscal year.

B. The Lebanon Housing Authority will limit the number of admissions to any one development to ensure that not less than 40% of admissions are families with incomes at or below 30% of the area median income.

C. The Lebanon Housing Authority will skip families on the waiting list or skip developments to accomplish these goals. However, this action will not be taken until the Lebanon Housing Authority is assured we are not in violation of any Fair Housing Standards. Neither will the Lebanon Housing Authority hold any units vacant to accomplish these goals as long as Vacancy and Turn Around Time are a part of PHAS.

ORGANIZATION CHART

LEBANON HOUSING AUTHORITY



Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:	Grant Type and Number	Federal FY of Grant:
Lebanon Housing Authority	Capital Fund Program Grant No: TN43P01750106 Replacement Housing Factor Grant No:	2006

☐ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☒ **Revised Annual Statement (revision no:** 4)
☐ **Performance and Evaluation Report for Period Ending:** ☐ **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	$112,995.00	$112,995.00	$112,995.00	$112,995.00
3	1408 Management Improvements Soft Costs	$3,610.00	$3,610.00	$3,610.00	$3,610.00
	Management Improvements Hard Costs				
4	1410 Administration	$22,104.00	$18,372.02	$18,372.02	$17,112.44
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$80,489.00	$74,282.98	$74,282.98	$74,222.20
8	1440 Site Acquisition				
9	1450 Site Improvement	$319,304.00	$350,994.00	$350,994.00	$329,421.62
10	1460 Dwelling Structures	$6,944.00	$9,720.00	$9,720.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	$36,220.00	$11,692.00	$11,692.00	$11,692.00
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	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	$581,666.00	$581,666.00	$581,666.00	$549,053.26
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: LEBANON HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: TN43P01750106 Replacement Housing Factor Grant No:					Federal FY of Grant: 2006		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Obligated	Expended	
PHA WIDE	Operations		1406	1	112,995.00	112,995.00	112,995.00	112,995.00	
PHA WIDE	UPCS Inspection		1408	1	3,610.00	3,610.00	3,610.00	3,610.00	
PHA WIDE	Mod. Coordinator's Salary		1410	1	15,120.00	15,184.84	15,184.84	15,184.84	
PHA WIDE	ED's Proration of Salary		1410	1	4,794.00	2,004.39	2,004.39	1,157.22	
PHA WIDE	Accountant's Proration of Salary		1410	1	1,835.00	827.79	827.79	415.38	
PHA WIDE	Phone, Travel, Publications		1410	1	355.00	355.00	355.00	355.00	
PHA WIDE	Construction Supervision		1430	1	19,720.00	6,078.00	6,078.00	6,017.22	
PHA WIDE	Clerk of the Works		1430	1	15,120.00	15,323.07	15,323.07	15,323.07	
PHA WIDE	Design		1430	1	45,649.00	52,881.91	52,881.91	52,881.91	
PHA WIDE	Dwelling Equipment		1465.1	1	36,220.00	11,692.00	11,692.00	11,692.00	
TN37P017001	Replace Door Locks		1460	1	1,680.00	2,351.40	2,351.40	0.00	
TN37P017002	Replace Door Locks		1460	1	1,120.00	1,567.60	1,567.60	0.00	
TN37P017003	Replace Door Locks		1460	1	1,344.00	1,881.12	1,881.12	0.00	
TN37P017005	Replace Door Locks		1460	1	2,800.00	3,919.88	3,919.88	0.00	
TN37P017001	Sanitary Sewer Lines/Access		1450	1	172,096.20	172,096.20	172,096.20	163,600.59	
TN37P017003	Sanitary Sewer Lines/Access		1450	1	102,325.20	102,325.20	102,325.20	97,470.57	
TN37P017009	Sanitary Sewer Lines/Access		1450	1	44,882.60	76,572.60	76,572.60	68,350.46	

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

PHA Name: Lebanon Housing Authority	**Grant Type and Number** Capital Fund Program No: TN43P01750106 Replacement Housing Factor No:	**Federal FY of Grant:** 2006

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA WIDE	09/2008		09/2007	09/2010			
TN37P017005	09/2008		09/2007	09/2010			
TN37P017007	09/2008		09/2007	09/2010			
TN37P017009	09/2008		09/2007	09/2010			