

PHA Plans

Streamlined Annual Version

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

OMB No. 2577-0226
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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Streamlined Annual PHA Plan

for Fiscal Year: 2008

PHA Name: Lithonia Housing Authority

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

Streamlined Annual PHA Plan Agency Identification

PHA Name: Lithonia Housing Authority

PHA Number: GA 188

PHA Fiscal Year Beginning: (10/2008)

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units: 75
 Number of S8 units: 96

Section 8 Only

Number of S8 units:

Public Housing Only

Number of public housing units:

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

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

PHA Plan Contact Information:

Name: Martha Calloway, Exec. Director
 TDD:

Phone: (770) 482-6563

Email (if available): lit_hous@bellsouth.net

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

If yes, select all that apply:

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

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

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

Streamlined Annual PHA Plan
Fiscal Year 2008
[24 CFR Part 903.12(c)]

Table of Contents
[24 CFR 903.7(r)]

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

A. PHA PLAN COMPONENTS

- 1. Site-Based Waiting List Policies
903.7(b)(2) Policies on Eligibility, Selection, and Admissions
- 2. Capital Improvement Needs
903.7(g) Statement of Capital Improvements Needed
- 3. Section 8(y) Homeownership
903.7(k)(1)(i) Statement of Homeownership Programs
- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 6. Supporting Documents Available for Review
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report (**ga188a01**)
- 8. Capital Fund Program 5-Year Action Plan (**ga188b01**)

Attachments

- Attachment A:** Criteria for Substantial Deviation and Significant Amendments
- Attachment B:** Resident Member on the PHA Governing Board
- Attachment C:** Membership of the Resident Advisory Board or Boards
- Attachment D:** Statement of Progress Relating to the Five-Year Plan
- Attachment E:** Resident Assessment and Satisfaction Survey
- Attachment F:** Deconcentration Analysis
- Attachment G:** Violence Against Women Act Information
- GA06P18850107 FY2007 CFP P&E Report (**ga188c01**)
- GA06P18850106 FY2006 CFP P&E Report (**ga188d01**)
- GA06P18850105 FY2005 CFP P&E Report (**ga188e01**)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

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

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

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

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

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

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

A. Site-Based Waiting Lists-Previous Year

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

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

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

B. Site-Based Waiting Lists – Coming Year

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

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

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

2. Capital Improvement Needs

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

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

A. Capital Fund Program

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

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

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

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

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

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

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

If yes, list development name(s) below:

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

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

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

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

2. Program Description:

a. Size of Program

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

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

b. PHA-established eligibility criteria

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

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

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

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

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

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

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

1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
 - low utilization rate for vouchers due to lack of suitable rental units
 - access to neighborhoods outside of high poverty areas
 - other (describe below:)
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

1. Consolidated Plan jurisdiction: (State of Georgia)

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

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

The State of Georgia Consolidated Plan supports the Lithonia Housing Authority's Agency Plan with the following Strategic Plan Priority:

To increase the number of Georgia's low and moderate income households who have obtained affordable, rental housing free of overcrowded and structurally substandard conditions.

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

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

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

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

Attachment A

Criteria for Substantial Deviation and Significant Amendments

Substantial Deviation from the 5-year Plan:

A “Substantial Deviation” from the 5-Year Plan is an overall change in the direction of the Authority pertaining to the Authority’s Goals and Objectives. This includes changing the Authority’s Goals and Objectives.

Significant Amendment or Modification to the Annual Plan:

A “Significant Amendment or Modification” to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:

- Changes to rent or admissions policies or organization of the waiting list.
- Additions of non-emergency work items in excess of \$15,000 (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities

Any change in policies or procedures required as a direct result of changes in federal, state, or local regulation, law, or ordinance shall not be considered a significant amendment or modification to the Annual Plan.

Attachment B

Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: Ms. Barbara Harvey

B. How was the resident board member selected: (select one)?

- Elected
 Appointed

C. The term of appointment is (include the date term expires):

Five-year expiring 10/01/2009

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

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

B. Date of next term expiration of a governing board member:

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Attachment C

Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Whilene Walker

Tina Newsome Troop

Jewel Brewster

Hassan Abdullah

Denise James

Isamel Rosario

Eva Usher – Senior Representative

Attachment D

Brief Statement of Progress in Meeting 5-Year Plan Mission and Goals

Annual Plan Goals Progress Report

Primary Goal # 1: Maintain and expand staff development initiatives to develop capacity, improve efficiency and provide more effective service delivery.

Status: Ongoing The Authority continues, based upon funding availability, to provide training to staff to enhance their asset management, communication and marketing skills. Staff meetings are held on a regular basis to provide updates and training on management, marketing, and customer service issues. The LHA is an active member of various professional affordable housing associations and regularly participates and attends meetings, forums, workshops and training to stay abreast of federal and state rules and regulations and to stay abreast of asset management changes/trends and opportunities within the affordable housing industry. Some of the organizations the LHA has affiliation with include the Atlanta Apartment Association, NAHRO, National Leased Housing Association, SERC and PHADA.

2007 activities included the following:

1. Staff Training - Management staff attended meetings, workshops and forums on asset management, marketing and leasing, maintenance, REAC requirements, EIV, PIC, affordable housing opportunities, resident self-sufficiency, home ownership opportunities via various trade associations (i.e. NAHRO, GAHRA, NLHA) IREM and HUD. Staff also attended trade association meetings and workshops throughout the year. This type training will continue throughout FY2008 contingent upon funding availability.
2. Provided other training/staff development resources -A bulletin board is kept in the maintenance and management departments to advise staff of the availability of training opportunities. Professional journals and publications related to affordable housing management and maintenance, risk management, landlord tenant law, QHWRA and HUD rules and regulations are circulated to staff on a regular basis. This includes publications from HUD, NAHRO, PHADA, Georgia Extension Service, Nan McKay Associates, Georgia DCA (finance and accounting), Atlanta Apartment Association, Landlord Tenant Law Institute, and National Leased Housing etc, and publications from suppliers and vendors regarding updates on products, equipment and supplies.
3. Staff was also provided with ongoing training and updates on REAC and QHWRA and asset management requirements, to assure compliance with LHA goals and objectives and HUD requirements for the maintenance and management of LHA affordable housing communities. In 2007, LHA maintenance training included EPA certification training, Uniform Property Standards, REAC requirements, quality control inspections, make ready preparation and turnover, and preventive maintenance. The LHA now has one employee with EPA/HVAC certification, two with HVAC certification and one employee certified by HUD in REAC and USPC inspections. In 2008, the LHA increased its REAC score from Low to Standard performer. This training will continue on an ongoing basis. The LHA Board of Commissioners also attended training on HUD requirements and strategic planning for the Authority.

4. The employee Performance/ Evaluation System: **Status- Complete and Ongoing.** Evaluation and assessment system was put in place in 2006 and continued in 2007 whereby employees are evaluated based upon annual plan goals and objectives.

Primary Goal #2: Review and focus the agency's role in providing and coordinating social, self sufficiency and individual capacity-building initiatives. The following activities were accomplished in 2007.

- Secondary Goal #1A: Improve teamwork and communication among all levels of staff.
Status: Ongoing – Accomplished under Primary Goal # 1. Ongoing continual activities under this goal include:
 - Staff attended and participated in the strategic planning and for the annual plan goals and objectives. Also, standards were added as performance goals under the annual evaluation system.
 - Conducted strategic planning sessions with the Board and staff to establish the long range goals for the LHA and its communities.
 - Team were established between maintenance and management staff to address maintenance and management improvement objectives established under the Annual Plan and HUD and LHA performance initiatives.
 - Staff meetings are held on a regular basis to address and evaluate the effectiveness and status of operations, and annual goals and procedures and to forecast upcoming financial, management and maintenance objectives and affordable housing initiatives.
- Secondary Goal # 1B: Develop or identify a source for a training program related to property management, marketing and leasing, resident retention and asset management. Accomplished for year 2007 under Primary Goal #1.
- Secondary Goal # 1C: Develop a source for training programs related to property management and maintenance, asset management, budgeting and finance, monitoring and controls, HVAC Certification, asset management certification and hands-on maintenance training. Status. Accomplished under Primary Goal #1 and 2.
- Secondary Goal#1D: Develop or identify a source for a training program related to customer service and satisfaction to include resident retention. **Status:** Ongoing. Accomplished under Primary Goal #1 for 2007. The LHA received 9 out of 10 points on its REAC resident survey. Other continual initiatives in 2007 included:
 1. Developed working relationship with Dekalb County Workforce to provide jobs and training for residents and students.
 2. Formed a partnership with the Lithonia Police Department to improve safety in the LHA communities.
 3. Involved residents in city-wide clean up activities.
 4. Partnered with the Dekalb County Government to provide vouchers for summer camp
 5. Formed a partnership with local businesses to assist residents with finding employment thereby increasing income to the Authority and the families. Job announcements are posted in the lobby.
 6. Formed a relationship with the local newspapers to supply free papers for residents and the LHA management center.

7. Increased communications with residents via resident newsletter, home visits, and focus group meetings via the resident advisory board meetings and local civic groups.
 8. Annual conferences are held with all residents to review changes and updates in HUD policies and LHA policies and procedures.
 9. Added an independent hearing officer to address resident issues regarding lease and grievance issues.
 10. Established a working relationship with the University of Georgia Extension Service to provide training and information on health, nutrition, budgeting and housekeeping issues.
 11. Newsworthy items and local service providers are maintained for residential use and as a resource on the bulletin board and as a handout.
 12. Purchased and made available updated job search guides such as resume preparation, self help guides and interview preparation, and made fax services available to residents for job search activities.
 13. Established a working relationship with the Dekalb Work Force Development and the Dekalb DFACS.
 14. Established a working relationship with the local charter schools, churches and day care providers to increase accessibility to residents seeking job training and job search to improve their financial status and the health and welfare of their families and to increase the number of LHA working families.
 15. Enhanced relationship with residents by providing regular home visits/inspections to identify resident with needs for housekeeping, budgeting, nutritional and other servicing by community based service providers.
- Secondary Goal #2A: Evaluate the need for services and programs and identify alternative sources of funding or services for those activities. Status Ongoing – Accomplished under Secondary Goal #1D.
 - Secondary Goal # 2B: Develop and implement self-sufficiency initiatives to enhance individual capacity and provide targeted resources to promote participation in homeownership programs. Status – On going. The LHA does not have an active homeownership program.

However, the LHA did accomplish the following in 2007 and will continue these initiatives in 2008 and throughout the five-year plan where funds are available.

- Explored partnerships with affordable housing providers to increase marketable affordable housing within the Lithonia community.
- In 2007, the LHA successfully formed a partnership with a major affordable housing provider for a mixed use affordable housing development. The LHA received funding via this partnership for 90 units of mixed use affordable housing that was funded and approved for the Lithonia Community in 2007.

Primary Goal #3: Enhance the efficiency and effectiveness of PHA operations in order to promote resource management and maximize organizational capacity. Ongoing – Accomplished under Primary Goal #1, 2

- Secondary Goal #3A: Enhance the level of information available regarding financial and programmatic performance for individual programs, functions or business units.

- Secondary Goal # 3B: Continue to expand operational tools available to all levels of employees to promote consistency in service delivery. The LHA updated its Maintenance Policy, unit preparation procedures, work order and turn key, pest control and monitoring systems.
- Secondary Goal # 3C: Enhance and expand programs and resources available to seniors in order to provide a greater continuum care. Ongoing – The LHA works closely with the Dekalb Senior Centers.
- Secondary Goal # 3D: Review and revise job descriptions and review compensation and benefits packages to ensure the ability to attract and retain qualified and dedicated employees. Ongoing – Benefits are reviewed annually.

Primary Goal #4: Develop a plan to expand the scope and types of affordable housing programs to meet the needs of the low and moderate income citizens of Lithonia through diversification, development, acquisition or disposition. Status: Accomplished – LHA partnership resulted in financing of 90 units of mixed use housing in 2007.

- Secondary Goal #4A: Perform a comprehensive market assessment and study to identify the specific needs of the low and moderate income renters and buyers in Lithonia. Status: Ongoing. The Market analysis was completed under the study completed by the ARC and the Lithonia City Livable Cities Initiative. The LHA is seeking partnerships with interested developers for the development of affordable housing within the Lithonia Community.
- Completed: Initial assessment completed by the City of Lithonia under the ARC's funded, "Livable Cities" initiative. In 2007, the LHA Board of Commissioner along with the Mayor of the City of Lithonia and City Council members met with affordable housing developers and major financial institutions CDCs within the Atlanta Metropolitan Area to seek partnerships and to explore Affordable Housing Alternatives for the City of Lithonia and the Lithonia Housing Authority.
- Secondary Goal # 4B: Review and assess the feasibility of various types of quality affordable housing within the Lithonia community.

Status: Completed under Secondary Goal #4A

- Secondary Goal # 4C: Evaluate the reasonable feasibility of homeownership programs to expand initiatives to include coordinating available resources, acquisition and rehabilitation and development of new units for sale.
- Status: Ongoing. The Lithonia Housing Authority is seeking partners for homeownership development. Management staff attended participated in homeownership training in 2007.

Primary Goal #5: Address maintenance issues relating to circumstances that led to substandard REAC inspection score.

1. Preventative maintenance program and procedures were revised and updated and all employees have received training.
2. The Authority continues to provide quarterly maintenance training for maintenance staff on preventive maintenance and skill trade areas such as basic plumbing, HVAC, basic electricity, make-ready preparation, carpentry and updates on market trends and technologies in the property maintenance industry.
3. Annual independent 100% quality control inspections as required by QHWRA have been performed.
4. The LHA continues to provide training to residents on responsibilities of their lease and the care of LHA equipment and their units.
5. Ongoing and continual management inspections and home visits are completed at least annually.
6. Entire staff attended training and received certification for REAC and UPCS requirements.
7. Capital Fund Program was revised to address and prioritize improvements/replacements based upon annual inspections based on funding availability.

Attachment E

Resident Assessment and Satisfaction Survey Follow-Up Plan

Overview

Every other year, a Resident Assessment and Satisfaction Survey is mailed to a sampling of tenants. The resident surveys were not sent out for the current fiscal year; therefore, the prior year's scores were pushed up so a final PHAS score could be issued. The Lithonia Housing Authority received the following scores on the most recent Resident Assessment Survey.

Section	Score
Maintenance and Repair	83.0%
Communication	58.5%
Safety	68.4%
Service	88.9%
Neighborhood Appearance	66.9%

The Authority must address all Sections of the Survey that fell below 75% with a Follow-Up Plan. The Follow-Up Plan developed subsequently to the most recent Survey is stated below.

1. **Communication** – The LHA will continue to communicate to residents as follows:
 - A. Community Newsletter
 - B. Resident Meeting
 - C. Quarterly on site visits
 - D. Annual physical inspections
 - E. At annual recertification
 - F. Articles of interest in the local newspaper
 - G. Community Bulletin Board.

Other forms of communications – Residents are notified via letter regarding repairs made in their units - In particular on the Capital Fund Items. Also, residents are notified in writing of extermination and other services in their units.

2. **Safety** – The LRPH will continue to work closely with residents and local and county officials to improve safety in the overall Lithonia Community. In that regard, the Lithonia Housing Authority will continue to:
 - A. Resident Activities- We encouraged residents to attend neighborhood watch programs via the Lithonia Police and local enforcement agencies. In 2006, the LHA worked closely with the City of Lithonia Police, the Dekalb Police and Sheriff departments, and the local courts in addressing crime within the Lithonia area. Additional security lighting was added throughout the public housing complexes. Also the LHA partnered with the Path Group to add a bike trail through the Johnson/Council Area.

- B. Partnered with the Dekalb County Development Authority to provide alternative activities for the youth during the summer – In 2006, 27 summers camp vouchers were awarded to youth ages 6 through 15 for Summer Camp.
- C. Partnered with the Dekalb County Police and the Lithonia Police
As well as the Dekalb Public Schools to deter truancy and to establish a means of communication regarding reporting drugs, vandalism and crime in the community. Police now provide copies of police report to the LHA where crimes involve residents and appear at court hearings for evictions. This has reduced lease violations substantially in the LHA communities.
- D. Vacant Units – The LHA is currently at 100% occupancy. Turnaround time for 2006 was 28 days. The HUD Standard is 30 days. Vacant units are closely monitored by the LHA and the local police to reduce the incidence of crime and vandalism. The LRP had no reports of crimes in vacant units in 2006 or before that time. . Units are secured at move-out.
- E. Resident Screening - Criminal background and credit checks are conducted for each resident. Also residents are notified in writing with respect the conditions under their lease regarding responsibility for visitors and the lease is strictly enforced within this area. The Lithonia Housing Authority screens residents via the police, the court systems and via contracted services.
- F. LHA had Georgia Power do a lighting survey authority wide. As a result of this survey, high pressure sodium security lighting was added at the properties that were had the lowest visibility. Shrubs and trees were trimmed back to deter vandalism.
- G. The LHA entered into a contract for towing services in 2005 and 2006 to remove abandoned vehicles and violations are strictly enforced under the lease.
- H. October 2007 – A signage survey will be completed to monitor and update property signage.
- I. Partnerships – LHA works closely with the Dekalb Drug Task Force to eradicate crime and drugs within the Lithonia and Dekalb community. The lease is strictly enforced with respect to crime within our communities. The LHA is working closely with the Lithonia Police for a Weed and Seed Grant for the City of Lithonia.

3. Neighborhood Appearance

- A. General -Upkeep of property – The LHA will continue to closely monitor its communities and physical plants to assure that they are maintained in accordance with HUD standards. An annual independent quality control inspection program was put in place in the year 2005-2006 and will continue.
- B. In that regard, the following activities were completed in 2006 and proposed and ongoing for 2007.
 - 1. Completed 2006- Grounds- The LHA purchased new lawn equipment and contracted out the up-keep of common areas. Grounds and lawns are cleaned and cut on a daily basis and residents are held accountable for maintaining their units.
 - 2. Grounds are policed on a regular basis and leases are strictly enforced whereby residents are found in non compliance.
 - 3. The LHA has included in its capital fund program, funds for landscape and erosion and sidewalks and walkways.
- C. Parking Pads – The pads were found in good condition. A complete assessment of all the exteriors and interiors of our properties was done at our annual inspection in January 2006 and 2007. Our capital fund projects are based upon this assessment and the availability of capital funds. Parking pad were found to be in good condition as they were repaired under earlier Modernization programs.

- D. Playground Equipment – The Lithonia Housing Authority does not have play grounds. However, the City of Lithonia has a large recreational facility and two major play grounds adjacent to our communities all of which are maintained and operated by the Dekalb County government. These facilities are available to residents on a year round basis. In addition to these facilities, there is A Dekalb Teen Center for high school residents. In addition the LHA has partnered with the Make a Child Smile for Free Dental Care for Public Housing eligible youth. LHA in 2006 partnered with Local Churches within our community to provide activities for residents.
- E. Extermination Services – The Lithonia Housing Authority provides extermination services on a regularly scheduled basis. In addition, the LHA provides the following:
1. Education materials from our provider on methods to reduce infestations. One on one sessions and a video on house keeping is shown at reexamination. At annual inspection residents are counseled on a one on one basis on this subject
 2. In 2006-2007 – The Resident Advisory Board held a work shop on the subject and passed out material on housekeeping tips and other helpful items.
 3. A complete clean out is provided by the LHA extermination service and each resident is provided with a walk through on their conditions and what they need to do to eradicate any tenant related findings in their unit.
- F. Vacant Units – The Lithonia Housing Authority will make every effort to assure that vacant unit turnover is kept at a minimum by:
1. Monitoring unit turnover work orders on a regular basis to assure that units are turned within the HUD 30 day turnover time frame.
 2. Inspecting occupied units to assure that residents are maintaining units in decent safe and sanitary condition to deter tenant damage as to lessen costs and damages at turnover.
 3. Analyzing and updating the tenant waiting list on a regular basis as to waiting list in all bedroom sizes and to advertise and replenish the waiting list on a regular basis so as to have qualified residents to fill vacant units at turnover.

Attachment F

Deconcentration Analysis

Component 3, (6) Deconcentration and Income Mixing

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

If yes, list these developments as follows:

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)]

Attachment G

Violence Against Women Act Information (VAWA)

I. Background

The Violence Against Women and the Department of Justice Reauthorization Act of 2005 (VAWA) prohibits the eviction of, and removal of assistance from, certain persons living in public or Section 8 assisted housing if the grounds for eviction or removal of assistance is an instance of domestic violence, dating violence, or stalking. This policy is intended as a guide for the Housing Authority to use in day-to-day operations when working with tenants who are victims of domestic violence.

II. Admissions

The Housing Authority shall not deny admission to any applicant on basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking if the applicant otherwise qualifies for assistance or admission.

III. Termination

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

Although screening and eviction policies allow the Housing Authority to evict households for criminal activity by a member of the family or a guest that threatens the health, safety, or right to peaceful enjoyment of other residents, the Housing Authority may exercise discretionary authority to remove tenants involved in perpetrating acts of domestic violence, dating violence, and stalking from the household while allowing the victim of such acts to remain in the unit.

The Housing Authority will, when notified, honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution of possession of property among the household members in cases where a family breaks up. Furthermore, the Housing Authority may still evict a Tenant for any violation of the lease not premised on the act or acts of violence in question against a Tenant or a member of the Tenant's household, provided that the Housing Authority does not subject an individual who is or has been a victim of domestic violence, dating violence, or stalking to a more demanding standard than other tenants in determining whether to evict or terminate.

The Housing Authority may terminate the tenancy of any Tenant if an actual and eminent threat to other tenants or those employed at or providing service to the property if that Tenant's tenancy is not terminated can be demonstrated.

This Policy does not supersede any provision of any federal, state, or local law that provides greater protection than this section for victims of domestic violence, dating violence, or stalking.

IV. Certification

The Housing Authority may request that an individual claiming protection under VAWA certify via an approved certification form that such individual is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of such actual or threatened abuse and meet the requirements set forth in the aforementioned paragraphs. The certification shall include the name of the perpetrator. The individual shall provide such certification within fourteen (14) business days after the Housing Authority requests such certification.

If the individual does not provide the certification within fourteen (14) business days after the Housing Authority has requested such certification in writing, the Housing Authority may evict any tenant or lawful occupant that commits violations of the lease. The Housing Authority may extend the fourteen (14) day deadline at its discretion.

The certification requirement may be satisfied by providing the Housing Authority with documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, or stalking or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. §1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation; or by producing a Federal, State, tribal, territorial, or local police or court record.

The Housing Authority reserves the right to demand that an individual produce official documentation or physical proof of the individual status as a victim of domestic violence, dating violence, or stalking in order to receive any of the benefits under VAWA. At the Housing Authority's discretion, it may provide for benefits to an individual based solely on the individual statement or other collaborating evidence.

V. Confidentiality

All information provided to the Housing Authority pursuant to VAWA, including the fact that an individual is a victim of domestic violence, dating violence, or stalking, will be retained in confidence and shall neither be entered into any shared database nor provided to any related entity, except to the extent that disclosure is requested or consented to by the individual in writing or required for use in an eviction proceeding or otherwise required by applicable law.

VI **Definitions**

For purposes of this policy, the following definitions apply:

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Domestic Violence: Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Stalking: To follow, pursue or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to that person, a member of the immediate family of that person, or the spouse or intimate partner of that person. The term "immediate family member" means, with respect to a person--

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

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

PHA Name: The Housing Authority of the City of Lithonia, GA	Grant Type and Number Capital Fund Program Grant No: GA06P18850108 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: _____)
 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	\$23,414.00			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$11,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	\$53,000.00			
10	1460 Dwelling Structures	\$31,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$118,414.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHA Wide	Operating Fund	1406	LS	\$23,414.00				
	SUBTOTAL 1406			\$23,414.00				
	<u>FEES & COSTS</u>							
PHA Wide	a. Architects Fee	1430.1	75	\$7,500.00				
	Subtotal			\$7,500.00				
PHA Wide	b. Consultant to prepare Agency Plan	1430.2	75	\$3,500.00				
	Subtotal			\$3,500.00				
	SUBTOTAL 1430			\$11,000.00				
	<u>SITE IMPROVEMENTS</u>							
PHA Wide	a. Repair/replace/install new retaining walls (Phase I)	1450	LS	\$33,000.00				
	Subtotal			\$33,000.00				
GA188-2	b. Repair/replace/install new handrails	1450	10	\$20,000.00				
	Subtotal			\$20,000.00				
	SUBTOTAL 1450			\$53,000.00				
	<u>DWELLING STRUCTURES</u>							
GA188-1	a. Replace front entry doors, frames, hardware	1460	15	\$30,000.00				
GA188-2	and install screens. (includes two storage doors 002 & one storage door @ 001 (Phase I)		2	\$1,000.00				
	SUBTOTAL 1460			\$31,000.00				
	CFP GRANT TOTAL			\$118,414.00				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name: Housing Authority of the City of Lithonia, GA					<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 3 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 4 FFY Grant: 2011 PHA FY: 2011	Work Statement for Year 5 FFY Grant: 2012 PHA FY: 2012	
HA Wide	Annual Statement	\$46,414.00	\$36,414.00	\$56,414.00	\$51,414.00	
GA188-1		\$40,000.00	\$32,000.00	\$24,000.00	\$46,000.00	
GA188-2		\$32,000.00	\$50,000.00	\$38,000.00	\$21,000.00	
CFP Funds Listed for 5-year planning		\$118,414.00	\$118,414.00	\$118,414.00	\$118,414.00	
Replacement Housing Factor Funds						

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

PHA Name: The Housing Authority of the City of Lithonia, GA	Grant Type and Number Capital Fund Program Grant No: GA06P18850107 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 3/31/08
 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	\$19,389.00		\$19,389.00	\$19,389.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$8,500.00		\$0.00	\$0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$18,060.00		\$0.00	\$0.00
10	1460 Dwelling Structures	\$75,000.00		\$2,000.00	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$120,949.00		\$21,389.00	\$19,389.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/08
Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850107 Replacement Housing Factor Grant No:				Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHA Wide	Operating Fund	1406	LS	\$19,389.00		\$19,389.00	\$19,389.00	Completed
	SUBTOTAL 1406			\$19,389.00		\$19,389.00	\$19,389.00	
	<u>FEES & COSTS</u>							
PHA Wide	a. Architects Fee	1430.1	75	\$7,500.00		\$0.00	\$0.00	No Progress
	Subtotal			\$7,500.00		\$0.00	\$0.00	
PHA Wide	b. Consultant to prepare Agency Plan	1430.2	75	\$1,000.00		\$0.00	\$0.00	No Progress
	Subtotal			\$1,000.00		\$0.00	\$0.00	
	SUBTOTAL 1430			\$8,500.00		\$0.00	\$0.00	
	<u>SITE IMPROVEMENTS</u>							
PHA Wide	Repair Sidewalks (Phase I)	1450	LS	\$18,060.00		\$0.00	\$0.00	No Progress
	SUBTOTAL 1450			\$18,060.00		\$0.00	\$0.00	
	<u>DWELLING STRUCTURES</u>							
GA188-1 (Phase III)	a. Modernize kitchens to include: Replace cabinets, Replace sink and faucet, Replace range hood and vent thru roof, Install SS backsplash behind range, Replace lighting & install GFI outlets. Install pantry doors & washer/dryer connects.	1460	19	\$75,000.00		\$2,000.00	\$0.00	In Progress
	SUBTOTAL 1460			\$75,000.00		\$2,000.00	\$0.00	
	CFP GRANT TOTAL			\$120,949.00		\$21,389.00	\$19,389.00	

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

PHA Name: The Housing Authority of the City of Lithonia, GA	Grant Type and Number Capital Fund Program Grant No: GA06P18850106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 4)
 Performance and Evaluation Report for Period Ending: 3/31/08
 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	\$16,269.00	\$16,269.00	\$16,269.00	\$16,269.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$6,400.00	\$6,400.00	\$6,400.00	\$4,602.88
8	1440 Site Acquisition				
9	1450 Site Improvement	\$38,423.00	\$38,423.00	\$38,423.00	\$0.00
10	1460 Dwelling Structures	\$57,068.00	\$57,068.00	\$11,000.00	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$118,160.00	\$118,160.00	\$72,092.00	\$20,871.88
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

Budget Revision #4

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/08

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850106 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	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHA Wide	Operating Fund	1406	LS	\$16,269.00	\$16,269.00	\$16,269.00	\$16,269.00	Completed
	SUBTOTAL 1406			\$16,269.00	\$16,269.00	\$16,269.00	\$16,269.00	
	<u>FEES & COSTS</u>							
PHA Wide	a. Architects Fee	1430.1	75	\$5,400.00	\$5,400.00	\$5,400.00	\$3,602.88	In Progress
	Subtotal			\$5,400.00	\$5,400.00	\$5,400.00	\$3,602.88	
PHA Wide	b. Consultant to prepare Agency Plan	1430.2	75	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	Completed
	Subtotal			\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
	SUBTOTAL 1430			\$6,400.00	\$6,400.00	\$6,400.00	\$4,602.88	
	<u>SITE IMPROVEMENTS</u>							
GA188-1	a. Erosion control & drainage systems	1450	LS	\$16,711.50	\$16,711.50	\$16,711.50	\$0.00	Contracted
GA188-2	(Phase II)	1450	LS	\$16,711.50	\$16,711.50	\$16,711.50	\$0.00	Contracted
	Subtotal			\$33,423.00	\$33,423.00	\$33,423.00	\$0.00	
GA188-1	b. Trim trees, limbs & roots	1450	LS	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	Contracted
GA188-2	(Phase II)	1450	LS	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	Contracted
	Subtotal			\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	
	SUBTOTAL 1450			\$38,423.00	\$38,423.00	\$38,423.00	\$0.00	
	<u>DWELLING STRUCTURES</u>							
GA188-2	a. Modernize kitchens to include:	1460	21	\$33,068.00	\$33,068.00	\$0.00	\$0.00	No Progress
(Phase II)	Replace cabinets, Replace sink and faucet, Replace range hood and vent thru roof, Install SS backsplash behind range, Replace lighting & install GFI outlets. Install pantry doors & washer/dryer connects.							
	<i>*10 units done w/2004 & 2005 in 1 Contract.</i>							
	Subtotal			\$33,068.00	\$33,068.00	\$0.00	\$0.00	

Annual Statement/Performance and Evaluation Report

Budget Revision #4

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/08

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850106 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	Funds Obligated	Funds Expended	
GA188-1	b. Repair walls & ceilings.	1460	4	\$6,000.00	\$8,000.00	\$8,000.00	\$0.00	Contracted
GA188-2	(Phase I)	1460	4	\$6,000.00	\$4,000.00	\$0.00	\$0.00	No Progress
	Subtotal			\$12,000.00	\$12,000.00	\$8,000.00	\$0.00	
GA188-1	c. Replace closet doors.	1460	12	\$6,000.00	\$4,500.00	\$0.00	\$0.00	No Progress
GA188-2	(Phase I)	1460	12	\$6,000.00	\$4,500.00	\$0.00	\$0.00	No Progress
	Subtotal			\$12,000.00	\$9,000.00	\$0.00	\$0.00	
GA188-1	d. Add renovation of bathrooms @#7052 with Fungibility from 2004.	1460	1	\$0.00	\$3,000.00	\$3,000.00	\$0.00	Added
	Subtotal			\$0.00	\$3,000.00	\$3,000.00	\$0.00	
	SUBTOTAL 1460			\$57,068.00	\$57,068.00	\$11,000.00	\$0.00	
	CFP GRANT TOTAL			\$118,160.00	\$118,160.00	\$72,092.00	\$20,871.88	

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

PHA Name: The Housing Authority of the City of Lithonia, GA	Grant Type and Number Capital Fund Program Grant No: GA06P18850105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:) BASED ON BUDGET REVISION #3
 Performance and Evaluation Report for Period Ending: 3-31-08 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	\$4,746.00		\$4,746.00	\$4,746.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$5,700.00		\$5,700.00	\$5,656.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$61,070.00		\$61,070.00	\$23,744.20
10	1460 Dwelling Structures	\$50,885.00		\$50,885.00	\$0.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$122,401.00		\$122,401.00	\$34,146.20
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report

Based on Budget Revision #3

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/08

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>OPERATIONS</u>							
PHA Wide	Operating Fund	1406	LS	\$4,746.00		\$4,746.00	\$4,746.00	Completed
	SUBTOTAL 1406			\$4,746.00		\$4,746.00	\$4,746.00	
	<u>FEES & COSTS</u>							
PHA Wide	a. Architects Fee	1430.1	75	\$4,700.00		\$4,700.00	\$4,656.00	In Progress
	Subtotal			\$4,700.00		\$4,700.00	\$4,656.00	
PHA Wide	b. Consultant to prepare Agency Plan	1430.2	75	\$1,000.00		\$1,000.00	\$1,000.00	Completed
	Subtotal			\$1,000.00		\$1,000.00	\$1,000.00	
	SUBTOTAL 1430			\$5,700.00		\$5,700.00	\$5,656.00	
	<u>SITE IMPROVEMENTS</u>							
GA188-1	a. Erosion control & drainage systems	1450	LS	\$23,535.00		\$23,535.00	\$11,422.10	In Progress
GA188-2	(Phase I)(includes pressure washing).	1450	LS	\$23,535.00		\$23,535.00	\$11,422.10	In Progress
	Subtotal			\$47,070.00		\$47,070.00	\$22,844.20	
GA188-1	b. Trim trees, limbs & roots	1450	LS	\$7,000.00		\$7,000.00	\$450.00	In Progress
GA188-2	(Phase I)	1450	LS	\$7,000.00		\$7,000.00	\$450.00	In Progress
	Subtotal			\$14,000.00		\$14,000.00	\$900.00	
GA188-1	c. Repair handrails @ H.C. units	1450	2	\$0.00		\$0.00	\$0.00	Deleted
GA188-2		1450	2	\$0.00		\$0.00	\$0.00	Deleted
	Subtotal			\$0.00		\$0.00	\$0.00	
GA188-1	d. Patch, pave, re-seal & stripe parking lots	1450	LS	\$0.00		\$0.00	\$0.00	Deleted
GA188-2		1450	LS	\$0.00		\$0.00	\$0.00	Deleted
	Subtotal			\$0.00		\$0.00	\$0.00	
	SUBTOTAL 1450			\$61,070.00		\$61,070.00	\$23,744.20	

Annual Statement/Performance and Evaluation Report

Based on Budget Revision #3

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/08

Part II: Supporting Pages

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program Grant No: GA06P18850105 Replacement Housing Factor Grant No:				Federal FY of Grant: 2005		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	<u>DWELLING STRUCTURES</u>							
GA188-1 (Phase II)	a. Modernize kitchens to include: Replace cabinets, Replace sink and faucet, Replace range hood and vent thru roof, Install SS backsplash behind range, Replace lighting & install GFI outlets. Install pantry doors & washer/dryer connects.	1460	5	\$0.00		\$0.00	\$0.00	Deleted
GA188-2	Phase II added w/fung. from 2006 in the 2005 5-yr. Action Plan. * continuation of Bal. of Cont. for 10 units started w/2004 \$.	1460	5	\$50,885.00		\$50,885.00	\$0.00	Contracted
	Subtotal			\$50,885.00		\$50,885.00	\$0.00	
GA188-1	b. Repair H.C. call button system	1460	1	\$0.00		\$0.00	\$0.00	Deleted
	Subtotal			\$0.00		\$0.00	\$0.00	
GA188-1	c. Add installation of closet doors w/fung.	1460	11	\$0.00		\$0.00	\$0.00	Deleted
GA188-2	For 001 from 2008 in the 2005 5-yr. Action Plan, and for 002 from 2007 in the 2005 5-yr. Action Plan. (Phase I)	1460	8	\$0.00		\$0.00	\$0.00	Deleted
	Subtotal			\$0.00		\$0.00	\$0.00	
GA188-1	d. Add Renovation of bathrooms w/fung.	1460	9	\$0.00		\$0.00	\$0.00	Delete
GA188-2	For 001 from 2009 in the 2005 5-yr. Action Plan, and for 002 from 2008 in the 2005 5-yr. Action Plan. (Phase II)	1460	4	\$0.00		\$0.00	\$0.00	
	Subtotal			\$0.00		\$0.00	\$0.00	
	SUBTOTAL 1460			\$50,885.00		\$50,885.00	\$0.00	
	CFP GRANT TOTAL			\$122,401.00		\$122,401.00	\$34,146.20	

Annual Statement/Performance and Evaluation Report

Based on Budget Revision #3

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) 3/31/08

Part III: Implementation Schedule

PHA Name: The Housing Authority of the City of Lithonia, GA		Grant Type and Number Capital Fund Program No: GA06P18850105 Replacement Housing Factor No:				Federal FY of Grant: 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA Wide	8/17/07		8/17/07	8/17/09			
GA188-1	8/17/07		8/17/07	8/17/09			
GA188-2	8/17/07		8/17/07	8/17/09			

GA188-1=44 Units
GA188-2=31 Units