

# PHA Plans

## Streamlined 5-Year/Annual Version

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

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

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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# Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

## Streamlined Annual Plan for Fiscal Year 2008

### LAUREL HOUSING AUTHORITY LAUREL, MISSISSIPPI

**NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required**  
PHA Name: Columbus Housing Authority 5-Year Plan for Fiscal Years: 2005 - 2009 Annual Plan for FY 2008  
HA Code: MS26P002

## Streamlined Five-Year PHA Plan Agency Identification

**PHA Name:** Laurel Housing Authority      **PHA Number:** MS002

**PHA Fiscal Year Beginning:** 04-2008

**PHA Programs Administered:**

- Public Housing and Section 8**     
  **Section 8 Only**     
  **Public Housing Only**  
 Number of public housing units:     
 Number of S8 units:     
 Number of public housing units: 621  
 Number of S8 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:				

**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)

## Streamlined Five-Year PHA Plan

### PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.12]

#### **A. Mission**

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

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

#### **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:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments: **The PHA will attempt to increase the supply of housing by the year 2010, needs assessment indicates that additional units are necessary, a study will be performed in 2008.**
  - Other (list below)
    - The Laurel Housing Authority plans to procure the services of a strategic planning consultant to:**
      - 1. Identify developments and replacement housing options**
      - 2. Identify/select buildings PHA wide that are no longer viable or feasible to retain in inventory and develop demolition strategy**
      - 3. Prepare financial strategy to work in conjunction with the strategic plan**
      - 4. Prepare strategy for renovation to designated building determined to have long term viability**

5. Explore and make recommendations as to the feasibility of conversion of public housing units to Section 8 vouchers
6. Explore and make recommendations as to the feasibility of conversion of public housing units to homeownership
7. The HA is currently working with the State Department of Agriculture to secure a grant for replacement housing

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score 96) (MASS score 27)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units: **With the use of the Capital Fund Program, the PHA will continue ongoing efforts to improve the livability, security, energy efficiency and preserve the physical integrity of the structures. By implementing these improvements, the PHA has established the goal of having the units totally compatible with the private market rentals in the area by the end of the year 2010.**
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase 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: **With the use of family choice rents and the adopted deconcentration policy, the PHA has a goal increasing the income level of the residency.**
- 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: **Continue to provide proper security personnel as a preventative deterrent to drugs and criminal activity. It is the goal of the PHA to decrease drugs and criminal activity each year.**
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Increase the number and percentage of employed persons in assisted families: **By making job referrals and utilizing family choice rents, the PHA has a goal of increasing the number of working residents by two a year.**
  - Provide or attract supportive services to improve assistance recipients' employability: **The PHA has a Early Headstart Center operated by Friends of Children of Mississippi, both of these programs enhances the employability of residents. The PHA, with funding provided by the State TANF Agency, administered a Intervention/Prevention Program for youth promoting economic self sufficiency. The goal of the PHA is to continue these supportive services.**
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities. **The Retired Senior Volunteer Program and Council on Aging provide supportive services for elderly residents in community space provided by the PHA in the development sites. The South Mississippi Planning and Development District operates an Elderly Feeding Program also in community space provided by the PHA. The goal of the PHA is to continue these supportive elderly services.**
  - 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: **The PHA**

**will continue to undertake affirmative equal access for all applicants which is reinforced in the PHA Purpose Statement of the Admission and Continued Occupancy Plan.**

- 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: **The PHA currently has 32 dwelling units which have been modified in accordance with handicapped accessibility requirements. Currently 25 of these units are occupied with disabled residents. The PHA will monitor the waiting list status for these handicapped units to assure demands for handicapped units are satisfied. If during the five year period a determination is made that the 32 existing units are inadequate to satisfy the need, the PHA will modify additional units utilizing Capital Fund Program funds.**
- Other: (list below)

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

# Streamlined Annual PHA Plan

## PHA Fiscal Year 2008

[24 CFR Part 903.12(b)]

### Table of Contents

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

#### **A. ANNUAL STREAMLINED PHA PLAN COMPONENTS**

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
  - a. PHA Progress on Meeting 5-Year Mission and Goals
  - b. Criteria for Substantial Deviations and Significant Amendments
  - c. Other Information Requested by HUD
    - i. Resident Advisory Board Membership and Consultation Process
    - ii. Resident Membership on the PHA Governing Board
    - iii. PHA Statement of Consistency with Consolidated Plan
    - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 2008 Capital Fund Program **Attachment "B"** and Capital Fund Program Replacement Housing Factor **Attachment "B"** Annual Statement/Performance and Evaluation Report **Attachment "D"**
- 13. Capital Fund Program 5-Year Action Plan **Attachment "C"**
- 14. Other (List below, providing name for each item)
  - Deconcentration Policy **Attachment "A"**
  - List of Resident Advisory Board Members **Attachment "E"**
  - Certification "Initial Assessment" Voluntary Conversion of Development from Public Housing Stock **Attachment "F"**
  - PHA Progress Statement on Mission & Goals **Attachment "G"**
  - Violence Against Women Act (VAWA) Policy **Attachment "H"**

#### **B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

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

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

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

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

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

**Form SF-LLL & SF-LLLa**, Disclosure of Lobbying Activities.

**Executive Summary (optional)**

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

The Housing Authority Agency Plan was prepared in accordance with Section 511 of the Quality Housing and Work Responsibility Act of 1998. The Housing Authority has attempted to provide all the necessary information and documentation for the five year plan. Our goals and objectives are contained in the plan along with adopted policies and procedures to comply with HUD guidelines, rules, regulations and federal laws.

The Agency Plan was made available for public review and prepared with input from local officials, board of commissioners, resident advisory council and general public. All comments were taken under consideration and addressed in this plan. Supporting documentation is attached and/or available upon request.

The Housing Authority Plan has focused on improving the quality of life for its residents, expanding the supply of assisted housing, promote self-sufficiency through education and training, ensure equal opportunity and fair housing, safe environment and physical improvements. We have addressed our capital fund needs, drug elimination, community service, pet and initial assessment for voluntary conversion of development from public housing stock.

We do not plan to have any deviations from the five-year plan. All necessary documents are attached or will be made available upon request.

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

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

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

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

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
Waiting list total	152		10%
Extremely low income <=30% AMI	80	53%	
Very low income (>30% but <=50% AMI)	46	30%	
Low income (>50% but <80% AMI)	25	17%	
Families with children	89	59%	
Elderly families	1	.01%	
Families with Disabilities	19	13%	
Race/ethnicity (W)	11	7%	
Race/ethnicity (B)	141	93%	
Race/ethnicity (O)	0	0%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	63	41%	44%
2 BR	49	32%	33%
3 BR	21	14%	18%
4 BR	15	10%	.04%
5 BR	4	3%	0%
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

## **B. Strategy for Addressing Needs**

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

### **(1) Strategies**

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

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

Select all that apply

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

**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)  
**Construct or acquire additional units using mixed financing or other resources provided there is a need.**

**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)

**Modify additional units with Capital Fund Program funds, subject to need.**

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

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2008 grants)</b>		
a) Public Housing Operating Fund	1,018,547 (82%)	
b) Public Housing Capital Fund	983,989	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
CFP FY 2007	593,989	
RHF FY 2007	57,699	
<b>3. Public Housing Dwelling Rental Income</b>	1,149,910	
<b>4. Other income</b> (list below)		
Interest on Investment	16,000	
Other operating receipts	17,440	
Excess Utilities	5,500	
<b>5. Non-federal sources</b> (list below)		
<b>Total resources</b>	3,843,074	

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

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

#### **A. Public Housing**

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) **When application is placed.**

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) **Credit reports**

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. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? NO  
If yes, complete the following table; if not skip to d.

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

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:

d. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each

of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?<sup>4</sup>
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? 4
3.  Yes  No: May families be on more than one list simultaneously?  
If yes, how many lists? 4
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)

- A. Families who qualify for the local preference of a working family as defined in Section VI, CI and is also Involuntarily displaced as defined in Section VI AP.
- B. Families who qualify as a working family as defined in Section VI, CI, but have been working less than nine months and are also involuntarily displaced as defined in Section VI AP.
- C. Families who qualify as working families working for more than nine months, but are not involuntarily displaced.
- D. Families who qualify as working families working less than nine months, but are not involuntarily displaced.
- E. Families who do not qualify for any Local Preference.
- F. Within the priorities above by date, and time of application.

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 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. First Priority - Families who qualify for the local preference of a working family as defined in Section VI, CI and is also Involuntarily displace as defined in Section VI AP.
2. Second Priority - Families who qualify as a working family as defined in Section VI, CI, but have been working less than nine months and are also involuntarily displaced as defined in Section VI AP.
1. Third Priority - Families who qualify as working families working for more than nine months, but are not involuntarily displaced.
2. Fourth Priority - Families who qualify as working families working less than nine months, but are not involuntarily displaced.
3. Fifth Priority - Families who do not qualify for any Local Preference.
4. Within the priorities above by date, and time of application.

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)

**PHA rules and regulations**

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)  
At any time family composition changes, excluding natural births.

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

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

**B. Section 8**

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

**(1) Eligibility**

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

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

- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors):
- Other (list below)

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

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

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 903.12(b), 903.7(d)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one of the following two)

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below: **The Housing Authority has adopted a policy allowing a resident rent below the minimum \$50.00 rent in case of server financial hardship for 90 days to be reviewed at 90-day intervals until stable.**

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

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: **Flat Rents to be used as a cap on the income base rent.**

**Eff.-235, 1 BR-277, 2BR-362, 3 BR-430, 4 BR-445 and 5 BR-505**

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

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

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

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

**Adjustment of Rent Between Re-examinations: No adjustment of rent will be made except at the time of regular or special re-examination unless:**

- 1. An error occurred in connection with an admission or re-examination. If the error resulted in the Resident paying too much rent, the effective date of rent change will be the same date as previous change. If the error resulted in the Resident not paying enough rent, the correct rent will be calculated immediately upon verification of the error. The Resident will be given a 30 day notice of rental change and the effective date of change will be the first of the month following expiration of the notice period;**
- 2. A new family member with income enters the family;**
- 3. A hardship exists due to the fact that the family is paying more of its income than is permitted by statute;**
- 4. The death or permanent disability of the lease and/or principal income recipient occurs;**
- 5. The leasee and/or principal income recipient abandons the family;**
- 6. It is discovered that the Resident has misrepresented the facts which his/her rent is based, so that the rent the Resident is paying is less than should have been paid. (Effective date of rent change will be the date it would have been had the proper facts been previously known.)**

**In each case, the facts concerning the adjustment will be verified by Management. The effective date of the change due to the discovery of an error will depend on the individual circumstances. The effective date of the change as a result of the entry of a new family member with income will be the first day of the month following the entry of the new member. The effective date for all other changes will be the first day of the month following receipt of the verification unless the reduction is requested because of a marital separation, in which case no reduction will be made until the expiration of a 30-day waiting period. The reduced rent will then be made effective the first day of the month immediately preceding the expiration of the 30-day waiting period.**

**A rent reduction granted under the hardship provision shall remain in effect 90 days after which time it will automatically increase to the amount Resident was paying prior to the reduction. **HARDSHIP EXCEPTIONS (QHWRA 1998)** Income changes resulting in Welfare Program Requirements-a family's rent must not be decreased as a result of a reduction in welfare benefits based on whether (1) fraud by a member of the family; or (2) the family's failure to comply with the welfare**

programs' requirement for work activities or participation in an economic self-sufficiency program. However, if the Resident presents proof of a continuing hardship, the resident may continue to have rent redetermination every 30 days thereafter until the hardship ends or until regular re-examination.

**In the event of any rent adjustment pursuant to this Section, Management will mail or deliver a "Notice of Rent Adjustments" to the Resident in accordance with Section XI hereof.**

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

## **(2) Flat Rents**

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

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

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

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

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

## **(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. Capital Improvement Needs**

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

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program**

a.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.

b.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year

capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

### **(1) Hope VI Revitalization**

- a.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)  
Development name:  
Development (project) number:  
Status of grant: (select the statement that best describes the current status)  
 Revitalization Plan under development  
 Revitalization Plan submitted, pending approval  
 Revitalization Plan approved  
 Activities pursuant to an approved Revitalization Plan underway
- c.  Yes  No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d.  Yes  No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
- e.  Yes  No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

## **6. Demolition and Disposition**

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

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

- a.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937

(42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

N/A

<b>Demolition/Disposition Activity Description</b>
1a. Development name: 1b. Development (project) number: No Activity
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

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

**(2) Program Description**

a. Size of Program

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

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

b. PHA-established eligibility criteria

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

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

### **(3) Capacity of the PHA to Administer a Section 8 Homeownership Program**

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

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

### **8. Civil Rights Certifications**

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

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations. It is the policy of the Housing Authority to comply with all Federal, State, and local nondiscrimination laws and with rules and regulations governing Fair Housing and Equal Opportunity in housing and employment. The Housing Authority will comply with all laws relating to Civil Rights, including: Title VI and VIII of the Civil Rights Act, Executive Order 11063, Section 504, Age Discrimination Act and American With Disabilities Act.

To further our commitment to fully comply with applicable Civil Rights laws, the Housing Authority will provide Federal/State/Local information to public housing residents regarding “discrimination” and any recourse available to them during resident orientation session, resident meetings and reexaminations.

### **9. Additional Information**

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

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

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

**(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

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

**A. Substantial Deviation from the 5-year Plan:**

The Housing Authority does recognize the need for public notification for items contained within the 5-Year and Annual Plans. This authority shall make proper notification for any Substantial Deviations from these plans as required under law. The exception to this definition is if the change has been made to meet regulatory compliance with The U.S. Department of Housing and Urban Development requirements. Substantial deviation or Significant amendment or Modification shall mean those of the mission statement, goals and objective, capital fund program or changes in significant expenditures. And changes in statutory requirement for administration of Public Housing requiring public comment and/or public hearing.

**B. Significant Amendment or Modification to the Annual Plan**

A Significant Amendment or Modification to the Annual Plan shall be construed to mean the following:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items not currently included in the Annual Statement or the 5-Year Action Plan or changes in use of replacement reserve funds under the Capitol Fund;
- Additions of new activities not included in any current PHDEP Plan;
- Any changes with regard to demolition or disposition, designation, homeownership programs or conversion activities.

These issues, if required, shall be raised with proper public notification. The Housing Authority acknowledges that an exception will be made by HUD to comply with the above changes that are adopted to reflect changes in HUD regulatory requirements: such changes will not be considered significant amendments by HUD.

**C. Other Information**

[24 CFR Part 903.13, 903.15]

**(1) Resident Advisory Board Recommendations**

- a.  Yes  No: Did the PHA receive any comments on the PHA Plan from the

Resident Advisory Board/s?

If yes, provide the comments below:

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

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

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

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

Congress has exempted the State of Mississippi from having residents serve on the Board of Commissioners. Stipulation by Congress ruled that Mississippi must have six (6) members on an Advisory Board. Based on the ruling, the Baldwin Housing has provided for the following:

The Resident Advisory Board consists of six (6) members who are adult recipient of PHA assistance (See Attachment E). They are selected by the resident body and serve in a dual capacity. Meetings are held quarterly.

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

- Yes  No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

Method of Selection:

- Appointment  
**The term of appointment is (include the date term expires):**
- Election by Residents (if checked, complete next section--Description of Resident Election Process)

**Description of Resident Election Process**

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

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

- ballot  
 Other: (describe)

Eligible candidates: (select one)

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

Eligible voters: (select all that apply)

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

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

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

Date of next term expiration of a governing board member:

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

### **(3) PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

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

#### **Consolidated Plan jurisdiction: (State of Mississippi)**

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

- The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.  
 The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  1. Upgrade and modernize apartments with Capital Fund.
  2. Support residency self-sufficiency.
- Other: (list below)

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

**(4) (Reserved)**

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

**10. Project-Based Voucher Program**

- a.  Yes  No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

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

**11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications:	5 Year and Annual

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	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.	Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
	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 type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/Management
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	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
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	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
X	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 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
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident	Annual Plan:

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	services grant) grant program reports for public housing.	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 type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
X	Other supporting documents (optional). List individually. Violence Against Women Act Policy	(Specify as needed)

### **Summary of Policy or Program Changes for the Upcoming Year**

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

The Housing Authority have adopted policies and procedures to support or assist victims of criminal domestic violence, dating violence, sexual assault, or stalking – as well as members of the victims' immediate families from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim. Also, the Housing Authority plan to amend its ACOP policies to comply with current regulations.

#### **The Housing Authority will use a strategic planning consultant to:**

Identify developments and replacement housing options

Identify/select buildings PHA wide that are no longer viable or feasible to retain in inventory and develop demolition strategy

Prepare financial strategy to work in conjunction with the strategic plan

Prepare strategy for renovation to designated building determined to have long term viability

Explore and make recommendations as to the feasibility of conversion of public housing units to Section 8 vouchers

Explore and make recommendations as to the feasibility of conversion of public housing units to homeownership

Explore possibility of working with the State Department of Agriculture to secure a grant for replacement housing

The Housing Authority will updated it's procurement policy to correspond with HUD's updated Procurement Handbook 7460.8 Rev 2 and 24 CFR 85.36.

The Housing Authority will implement immediate goals to meet the compliance requirements of "Asset Management" by October 1, 2007. Towards this end, the IHA has taken and/or will undertake the following major milestones:

AMP # 1 Composed of Projects – Beacon, West Beacon and New Beacon Total of 273 Units

AMP # 2 Composed of Projects – Triangle Homes Total of 124 Units

AMP # 3 Composed of Projects – Brown Circle Total of 110 Units

AMP # 4 Composed of Projects – Arco Lane and Windsor Court Total of 114 Units

Total Units 621

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) PHA prepares comprehensive physical needs assessments  
Capital Fund modernization activities, annual inventory, Investment Policy, Pocurement Policy, Disposition Policy, Cash Policy

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

### **MAINTENANCE PLAN**

The Housing Authority has an adopted Maintenance Plan that contains rules, standards and policies governing maintenance and management of its public housing developments. The plan also includes a policy for the prevention and eradication of pest infestation, including cockroach. The Maintenance Plan is posted on the bulletin board and available for public review.

## **ATTACHMENTS**

Deconcentration Policy **Attachment "A"**

FY 2008 Capital Fund Program **Attachment "B"**

Capital Fund Program 5-Year Action Plan **Attachment "C"**

Performance and Evaluation Report **Attachment "D"**

List of Resident Advisory Board Members **Attachment "E"**

Certification "Initial Assessment" Voluntary Conversion of Development from Public Housing Stock **Attachment "F"**

PHA Progress Statement on Mission & Goals **Attachment "G"**

Violence Against Women Act (VAWA) Policy **Attachment "H"**



## ATTACHMENT "A"

### HOUSING AUTHORITY OF THE CITY OF LAUREL, MS

#### DECONCENTRATION POLICY

This policy establishes guidelines for avoiding concentration of very-low income families in certain sites operated by the Housing Authority of the City of Laurel, MS, hereafter called the PHA.

1. **GENERAL:** The PHA hereby institutes these guidelines and procedures for deconcentration of very-low income families. It is the goal of the PHA to have a fair mix of families with varying incomes in each of the sites operated by the PHA. This goal will be achieved by income mixing and offering incentives to higher income families.
  
2. **PROCEDURES:**
  - A. **Income Mixing:** To ensure that there is no concentration of only very-low income families or higher income families in any one site, the following guidelines have been established:
    1. In each fiscal year at least 40% of families admitted to public housing will have incomes that do not exceed 30% of the median income for Jones County.
    2. Skipping families on the waiting list is permissible in order to specifically reach another family with a lower or higher income. Families will only be skipped if the vacancy in question requires a lower or higher income renter to ensure a fair mix of incomes in the site.
  
  - B. **Incentives:** In order to make public housing a more viable choice for higher income families who may otherwise be uninterested or unable to afford to remain in public housing, the following incentives have been established:
    1. This PHA has the recognized local preference: working families and Involuntary Displacement.
    2. In order to make public housing more affordable for working persons, and to enable higher income families to remain in public housing, the PHA has adopted Maximum Rent limits. The Ceiling Rent amounts are at FRM for Jones County and will not exceed this amount of total tenant payment for the PHA's bedroom sizes.

# ATTACHMENT "B"

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: LAUREL HOUSING AUTHORITY</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: MS26P002501-08 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b>  <b>2008</b>
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	169,875			
3	1408 Management Improvements	174,998			
4	1410 Administration	98,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	58,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000			
10	1460 Dwelling Structures	425,116			
11	1465.1 Dwelling Equipment—Nonexpendable	28,000			
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 MS26R002-501-03				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	983,989			
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: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-08 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	
COCC	Management Fees	1410		98,000				
AMP 11	Operations	1406		74,730				
	Drug Prevention Resident Activities	1408		17,580				
	Security - PHA Wide Contract for Security Patrols	1408		59,348				
	A/E Fees, Consulting, Surveys, Inspections	1430		15,500				
	Site Improvements	1450		7,500				
	UPCS Deficiencies: Preventative Non-Routine Maintenance to Address Developments & PHA Wide Building Deficiencies to Correct Heating/Ventilation, Chronic Pest Control, Door Hardware, Weatherstripping, Thresholds, Window Locks, Balances, Kitchen & Bathroom Hardware, Plumbing, Flooring, Electrical Receptacles, Fixtures, Doors, Paint, & Wall Repairs to 66 Year Old Buildings	1460	273	190,756				
	Ranges	1465.1	10	4,000				
	Refrigerators	1465.1	15	6,000				
AMP 12	Operations	1406		33,945				
	Drug Prevention Resident Activities	1408		7,990				
	Security - PHA Wide Contract for Security Patrols	1408		26,950				
	A/E Fees, Consulting, Surveys, Inspections	1430		12,500				
	Site Improvements	1450		7,500				
	UPCS Deficiencies: Preventative Non-Routine Maintenance to Address Developments & PHA Wide Building Deficiencies to Correct Heating/Ventilation,	1460	124	86,180				

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number			Federal FY of Grant: 2008			
		Capital Fund Program Grant No: MS26P002501-08						
		Replacement Housing Factor Grant No:						
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	
	Chronic Pest Control, Door Hardware,							
	Weatherstripping, Thresholds, Window Locks,							
	Balances, Kitchen & Bathroom Hardware,							
	Plumbing, Flooring, Electrical Receptacles,							
	Fixtures, Doors, Paint, & Wall Repairs to 66							
	Year Old Buildings							
	Ranges	1465.1	5	2,000				
	Refrigerators	1465.1	10	4,000				
AMP 13	Operations	1406		30,000				
	Drug Prevention Resident Activities	1408		7,085				
	Security - PHA Wide Contract for	1408		23,915				
	Security Patrols							
	A/E Fees, Consulting, Surveys, Inspections	1430		12,500				
	Site Improvements	1450		7,500				
	UPCS Deficiencies: Preventative Non-	1460	110	76,450				
	Routine Maintenance to Address							
	Developments & PHA Wide Building							
	Deficiencies to Correct Heating/Ventilation,							
	Chronic Pest Control, Door Hardware,							
	Weatherstripping, Thresholds, Window Locks,							
	Balances, Kitchen & Bathroom Hardware,							
	Plumbing, Flooring, Electrical Receptacles,							
	Fixtures, Doors, Paint, & Wall Repairs to 66							
	Year Old Buildings							
	Ranges	1465.1	5	2,000				
	Refrigerators	1465.1	10	4,000				
AMP 14	Operations	1406		31,200				
	Drug Prevention Resident Activities	1408		7,345				
	Security - PHA Wide Contract for	1408		24,785				

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number			Federal FY of Grant: 2008			
		Capital Fund Program Grant No: MS26P002501-08						
		Replacement Housing Factor Grant No:						
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	
	Security Patrols							
	A/E Fees, Consulting, Surveys, Inspections	1430		17,500				
	Site Improvements	1450		7,500				
	UPCS Deficiencies: Preventative Non-	1460		71,730				
	Routine Maintenance to Address							
	Developments & PHA Wide Building							
	Deficiencies to Correct Heating/Ventilation,							
	Chronic Pest Control, Door Hardware,							
	Weatherstripping, Thresholds, Window Locks,							
	Balances, Kitchen & Bathroom Hardware,							
	Plumbing, Flooring, Electrical Receptacles,							
	Fixtures, Doors, Paint, & Wall Repairs to 66							
	Year Old Buildings							
	Ranges	1465.1	5	2,000				
	Refrigerators	1465.1	10	4,000				
	<b>GRAND TOTAL</b>			<b>983,989</b>				



Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R002501-08			Federal FY of Grant:  2008
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures		0		
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		57,699		
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)		57,699		
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				





ATTACHMENT “C”

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

**Part I: Summary**

PHA Name LAUREL HOUSING AUTHORITY		<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
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
	Annual Statement				
COCC		98,000	98,000	98,000	98,000
AMP 11		375,414	375,414	214,658	269,658
AMP 12		181,065	181,065	341,821	197,385
AMP 13		163,450	163,450	163,450	149,500
AMP 14		166,060	166,060	166,060	269,446
CFP Funds Listed for 5-year planning		983,989	983,989	983,989	983,989
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year :2 FFY Grant: 2009 PHA FY: 2009			Activities for Year: 3 FFY Grant: 2010 PHA FY: 2010		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	COCC	Management Fees	98,000	COCC	Management Fees	98,000
	AMP 11	Operations	74,730	AMP 11	Operations	74,730
		Drug Prevention	17,580		Drug Prevention	17,580
		Security	59,348		Security	59,348
		A/E Fees, Consulting, Inspections, Testing	15,500		A/E Fees, Consulting, Inspections, Testing	50,000
		Site Improvements	7,500		Site Improvements	2,000
		Correction of UPCS Deficiencies	190,756		Correction of UPCS Deficiencies	30,000
		Ranges	4,000		Ranges	4,000
		Refrigerators	6,000		Refrigerators	6,000
					Demolition	131,756
	AMP 12	Operations	33,945	AMP 12	Operations	33,945
		Drug Prevention	7,990		Drug Prevention	7,990
		Security	26,950		Security	26,950
		A/E Fees, Consulting, Inspections, Testing	12,500		A/E Fees, Consulting, Inspections, Testing	12,500
		Site Improvements	7,500		Site Improvements	7,500
		Correction of UPCS Deficiencies	86,180		Correction of UPCS Deficiencies	86,180
		Ranges	2,000		Ranges	2,000
		Refrigerators	4,000		Refrigerators	4,000
	AMP 13	Operations	30,000	AMP 13	Operations	30,000
		Drug Prevention	7,085		Drug Prevention	7,085
		Security	23,915		Security	23,915
		A/E Fees, Consulting, Inspections, Testing	12,500		A/E Fees, Consulting, Inspections, Testing	12,500
		Site Improvements	7,500		Site Improvements	7,500
		Correction of UPCS Deficiencies	76,450		Correction of UPCS Deficiencies	76,450
		Ranges	2,000		Ranges	2,000
		Refrigerators	4,000		Refrigerators	4,000
	AMP 14	Operations	31,200	AMP 14	Operations	31,200
		Drug Prevention	7,345		Drug Prevention	7,345
		Security	24,785		Security	24,785

	A/E Fees, Consulting, Inspections, Testing	17,500		A/E Fees, Consulting, Inspections, Testing	17,500
	Site Improvements	7,500		Site Improvements	7,500
	Correction of UPCS Deficiencies	71,730		Correction of UPCS Deficiencies	71,730
	Ranges	2,000		Ranges	2,000
	Refrigerators	4,000		Refrigerators	4,000
	<b>Total CFP Estimated Cost</b>	\$983,989			\$983,989

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

Activities for Year :4 FFY Grant: 2011 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2012 PHA FY: 2012		
<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
COCC	Management Fees	98,000	COCC	Management Fees	98,000
AMP 11	Operations	74,730	AMP 11	Operations	74,730
	Drug Prevention	17,580		Drug Prevention	17,580
	Security	59,348		Security	59,348
	A/E Fees, Consulting, Inspections, Testing	15,500		A/E Fees, Consulting, Inspections, Testing	15,500
	Site Improvements	7,500		Site Improvements	7,500
	Correction of UPCS Deficiencies	30,000		Correction of UPCS Deficiencies	30,000
	Ranges	4,000		Ranges	4,000
	Refrigerators	6,000		Refrigerators	6,000
				Site Acquisition	15,000
				Non Dwelling Structures	5,000
AMP 12	Operations	33,945		Non Dwelling Equipment	5,000
	Drug Prevention	7,990		Replacement Reserve	5,000
	Security	26,950		Development Activities	10,000
	A/E Fees, Consulting, Inspections, Testing	50,000		Debt Service	10,000
	Site Improvements	3,500		Relocation	5,000
	Correction of UPCS Deficiencies	15,000			
	Ranges	2,000	AMP 12	Operations	33,945
	Refrigerators	4,000		Drug Prevention	7,990
	Demolition	198,436		Security	26,950
				A/E Fees, Consulting, Inspections, Testing	30,000
AMP 13	Operations	30,000		Site Improvements	7,500
	Drug Prevention	7,085		Correction of UPCS Deficiencies	30,000
	Security	23,915		Ranges	2,000
	A/E Fees, Consulting, Inspections, Testing	12,500		Refrigerators	4,000
	Site Improvements	7,500		Site Acquisition	15,000
	Correction of UPCS Deficiencies	76,450		Non Dwelling Structures	5,000
	Ranges	2,000		Non Dwelling Equipment	5,000
	Refrigerators	4,000		Replacement Reserve	5,000
				Development Activities	10,000



# ATTACHMENT "D"

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-05 Replacement Housing Factor Grant No:			Federal FY of Grant:  2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:      ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2007 <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	160,000	160,000	160,000	160,000
3	1408 Management Improvements	135,000	132,568.43	132,568.43	132,568.43
4	1410 Administration	100,000	100,000	100,000	100,000
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	107,229.27	79,575.50	79,575.50	79,575.50
8	1440 Site Acquisition				
9	1450 Site Improvement	9,453.62	9,453.62	9,453.62	9,453.62
10	1460 Dwelling Structures	421,061.98	427,377.68	427,377.68	427,377.68
11	1465.1 Dwelling Equipment—Nonexpendable	32,500	29,990.10	29,990.10	29,990.10
12	1470 Nondwelling Structures	7,451.19	47,429.97	47,429.97	47,429.97
13	1475 Nondwelling Equipment	92,436.94	78,737.70	78,737.70	78,737.70
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,065,133	1,065,133	1,065,133	1,065,133
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: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-05 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	
HA WIDE	Operations	1406		160,000	160,000	160,000	160,000	
“	Drug Prevention Resident Activities	1408		25,000	23,096.57	23,096.57	23,096.57	
	Program: After School Tutorial Program, Operated from PHA Community Center, Annual Spring Basketball, High School & College Grads Award Ceremony							
“	Security - PHA Wide Contract for Security Patrols & Security Service, \$12,000 per month	1408		110,000	109,471.86	109,471.86	109,471.86	
“	Administrative Salaries	1410		100,000	100,000	100,000	100,000	
“	A/E Fees, Surveys, Inspections, Monitor	1430		106,162.59	78,508.82	78,508.82	78,508.82	
“	Strategic Planning Consultant	1430		0	0	0	0	
“	Consultant/Training	1430		1,066.68	1,066.68	1,066.68	1,066.68	
HA WIDE	Site Improvements: Correction of Site	1450		9,453.62	9,453.62	9,453.62	9,453.62	
2-001	Deficiencies as per MOA w/ Dept. of HUD Deficiencies Cited in REAC							
	Inspections at Beacon Homes, Arco Lane							
	W. Beacon & Brown Circle: Stump Grind, Tree Services & Backhoe Rental							
HA WIDE	UPCS Deficiencies & Corrections – Cited	1460		342,672.05	418,842.75	418,842.75	418,842.75	
2-001 Beacon	UPCS Inspections & PHA/HUD- MOA							
2-002 Triangle	Agreement. Force Account & Contract							
2-005 Brown Cr	Activities: Repairs to Kitchens, Bathrooms							
2-005E Arco Ln	Electrical, Plumbing, Painting,							
2-006 Windsor	Preventative Maintenance Inspections & Repairs to Identify UPCS Deficiencies.							
	Force Account Labor - \$12,000/month,							
	Materials - \$16,000/month, Contract Cost-							
	\$55,000 -----Total 13 months							

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: LAUREL HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: MS26P002501-05 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	
HA WIDE	Roofing Repairs (Hurricane Katrina)	1460		69,855	0	0	0	
MS 2-005 (E)	HVAC System & Code Upgrade, Seal	1460	54	0	0	0	0	
Arco Lane	Closets (54 @ \$2700 ea)							
	Partitions & Bi-Fold Closet Door Replacement (\$350 per unit)	1460	54	0	0	0	0	
	Replace Shingle Roof (\$1500 per apt)	1460	54	0	0	0	0	
	Renovations to Building Exterior:	1460	14	0	0	0	0	
	Replace Siding, Entrance Ramps, Lighting (14 Bldgs @ 6,000)							
	Additional Parking, Drainage Improvements, 20 Parking Spaces @ \$2,000 Drainage Improvements \$38,260	1450	20	0	0	0	0	
MS 2-005 (E)	Laundry Facility Upgrades: New	1470	N/A	0	0	0	0	
Arco Lane	Washers, Dryers, Electrical, Plumbing (10 washers & 10 dryers)							
MS 2-008	Security Screen Doors - Fungibility	1460		8,534.93	8,534.93	8,534.93	8,534.93	
HA WIDE	Ranges	1465.1	30	13,750	7,620.50	7,620.50	7,620.50	
“	Refrigerators	1465.1	50	18,750	22,369.60	22,369.60	22,369.60	
“	Basketball Court at Community Facility-Fungibility	1470		7,451.19	7,451.19	7,451.19	7,451.19	
HA WIDE	Office Renovations – Fungibility	1470	1	0	39,978.78	39,978.78	39,978.78	
2-001	Central Office at Beacon Homes: Lighting, Paint, Flooring, Countertops, & Cubicles							
HA WIDE	Trade two (2) Autos @ \$25,000	1475	2	50,000	24,118.15	24,118.15	24,118.15	
	Maintenance Equipment: Tractor/Backhoe Front End Loader \$19,000, Generator \$3,600,Sewer Cleaning Equip.	1475	1	38,902.94	38,902.94	38,902.94	38,902.94	





<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: LAUREL HOUSING AUTHORITY</b>		<b>Grant Type and Number</b> Capital Fund Program Grant No: MS26P002501-06 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b>  <b>2006</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 03) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2007 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	150,000	150,000	150,000	150,000
3	1408 Management Improvements	177,000	161,081.44	161,081.44	142,956.28
4	1410 Administration	80,000	50,496.69	50,496.69	23,421.11
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	75,000	10,570.71	10,570.71	10,570.71
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000	25,686.53	25,686.53	25,326.53
10	1460 Dwelling Structures	280,255	380,296.87	380,296.87	327,592.05
11	1465.1 Dwelling Equipment—Nonexpendable	32,500	22,593.66	22,593.66	7,475.28
12	1470 Nondwelling Structures	2,500	2,394.06	2,394.06	2,394.06
13	1475 Nondwelling Equipment	59,000	83,135.04	83,135.04	53,155.41
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)	886,255	886,255	886,255	742,891.43
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: LAUREL HOUSING AUTHORITY		Grant Type and Number				Federal FY of Grant: 2006		
		Capital Fund Program Grant No: MS26P002501-06						
		Replacement Housing Factor Grant No:						
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	
HA WIDE	Operations	1406		150,000	150,000	150,000	150,000	
“	Drug Prevention Resident Activities	1408		40,000	16,939.52	16,939.52	15,126.77	
	Program: After School Tutorial Program, Operated from PHA Community Center, Annual Spring Basketball, High School & College Grads Award Ceremony							
“	Security - PHA Wide Contract for Security Patrols & Security Service, \$12,000 per month	1408		137,000	144,141.92	144,141.92	127,829.51	
“	Administrative Salaries	1410		80,000	50,496.69	50,496.69	23,421.11	
“	A/E Fees, Surveys, Inspections, Monitor	1430		15,000	10,293	10,293	10,293	
“	Strategic Planning Consultant	1430		60,000	277.71	277.71	277.71	
“	Top Soil, Wood Chips for Landscaping & Erosion Control, Grass Seed, Sod, Fence Post, & Fencing Materials – for Correction Of REAC Deficiencies Cited in UPCS & PHA Inspection Reports & Correction as per MOA with HUD/PHA	1450		30,000	25,686.53	25,686.53	25,326.53	
HA WIDE	UPCS Deficiencies & Corrections – Cited	1460		280,255	380,296.87	380,296.87	327,592.05	
2-001 Beacon	UPCS Inspections & PHA/HUD- MOA							
2-002 Triangle	Agreement. Force Account & Contract							
2-005 Brown Cr	Activities: Repairs to Kitchens, Bathrooms							
2-005E Arco Ln	Electrical, Plumbing, Painting,							
2-006 Windsor	Preventative Maintenance Inspections & Repairs to Identify UPCS Deficiencies. Force Account Labor - \$12,000/month, Materials - \$16,000/month, Contract Cost- \$55,000 -----Total 13 months							

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: MS26P002501-06 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	
HA WIDE	Ranges	1465.1	31	13,750	7,844.09	7,844.09	425.49	
"	Refrigerators	1465.1	42	18,750	14,749.57	14,749.57	7,049.79	
2-001 Beacon	Renovate Office (Balance of Contract)	1470		2,500	2,394.06	2,394.06	2,394.06	
2-001 Beacon	Office Furniture: Replace 40's Era Office	1475		50,000	47,888.67	47,888.67	43,570.25	
	Desks with Ergonomically Friendly Office							
	Cubicles, Chairs, Desk, for Offices							
2-001 Beacon	Office Equipment: Phone System & Fax	1475		7,000	7,499	7,499	7,499	
PHA WIDE	Maintenance Equipment: Floor Buffer, Compressor, & Mower	1475		2,000	2,086.16	2,086.16	2,086.16	
HA WIDE	Automobile	1475	1	0	25,661.21	25,661.21	0	
	<b>GRAND TOTAL</b>			<b>886,255</b>	<b>886,255</b>	<b>886,255</b>	<b>742,891.43</b>	



<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name: LAUREL HOUSING AUTHORITY</b>			<b>Grant Type and Number</b> Capital Fund Program Grant No: MS26P002501-07 Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b>  <b>2007</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 01) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2007 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	150,000	150,000	150,000	
3	1408 Management Improvements	160,000	160,000	160,000	
4	1410 Administration	80,000	80,000	80,000	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	100,000	100,000	0	
8	1440 Site Acquisition				
9	1450 Site Improvement	30,000	30,000	0	
10	1460 Dwelling Structures	431,489	371,489	0	
11	1465.1 Dwelling Equipment—Nonexpendable	32,500	32,500	0	
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	0	60,000	0	
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)	983,989	983,989	390,000	0
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: LAUREL HOUSING AUTHORITY		Grant Type and Number			Federal FY of Grant: 2007			
		Capital Fund Program Grant No: MS26P002501-07						
		Replacement Housing Factor Grant No:						
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	
HA WIDE	Operations	1406		150,000	150,000	150,000		
“	Drug Prevention Resident Activities	1408		35,000	35,000	35,000		
	Program: After School Tutorial Program, Operated from PHA Community Center, Annual Spring Basketball, High School & College Grads Award Ceremony							
“	Security - PHA Wide Contract for Security Patrols & Security Service, \$12,000 per month	1408		125,000	125,000	125,000		
“	Administrative Salaries	1410		80,000	80,000	80,000		
“	A/E Fees, Surveys, Inspections, Monitor	1430		40,000	40,000			
“	Strategic Planning Consultant	1430		60,000	60,000			
“	Site Improvements: Correction of Site Deficiencies: Repair/Replace Fencing, Clearing of Vegetation From Property Lines & Building Perimeters, Repair Sidewalks & Eliminate Tripping Hazards, Sod & Landscape, Tree Trimming	1450		30,000	30,000			
“	UPCS Deficiencies: Preventative Non- Routine Maintenance to Address Developments & PHA Wide Building Deficiencies to Correct Heating/Ventilation, Chronic Pest Control, Door Hardware, Weatherstripping, Thresholds, Window Locks, Balances, Kitchen & Bathroom Hardware, Plumbing, Flooring, Electrical Receptacles, Fixtures, Doors, Paint, & Wall Repairs to 65+ Year Old Buildings	1460		431,489	371,489			
HA WIDE	Ranges	1465.1	30	13,750	13,750			





Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R002501-99			Federal FY of Grant:  1999
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 01) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	6,933	1,798.22	1,798.22	1,798.22
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)	6,933	1,798.22	1,798.22	1,798.22
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				

**NOTE: Balance of Program Monies (\$5,134.78) Re-Captured by Dept. of HUD**





Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R002501-06			Federal FY of Grant: <b>2006</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:      ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input checked="" type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	58,773		58,773	58,773
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)	58,773		58,773	58,773
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 I: Summary					
PHA Name: LAUREL HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: MS26R002501-07		Federal FY of Grant:  2007	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 01) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	57,699	0		
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		57,699		
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	57,699	57,699	0	0
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				





**ATTACHMENT "E"**

**LIST OF RESIDENT ADVISORY BOARD MEMBERS**

Tajuna Jackson – 1 Windsor Court, Laurel, MS 39440

Lisa White – 440 Arco Lane, Laurel, MS 39440

Mildred Lyles - 403 Jefferson Street, Laurel, MS 39440

Tamika McGilberry - 80 Brown Circle, Laurel, MS 39440

James Dace – 607 Beacon Street, Laurel, MS 39440

Carolyn Jones – 57 Brown Circle, Laurel, MS 39440

**SELECTION OF RESIDENT ADVISORY BOARD MEMBERS:**

The Resident Advisory Board consists of six (6) members. They are selected by the resident body. Meetings are held quarterly.

**ATTACHMENT F**  
**“INITIAL ASSESSMENT”**  
**VOLUNTARY CONVERSION OF DEVELOPMENT FROM PUBLIC**  
**HOUSING STOCK**

*Component 10 (B) Voluntary Conversion Initial Assessments*

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? **6**
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects) **1**
- c. How many Assessments were conducted for the PHA’s covered developments? **1**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
NONE	

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. **Completed**

This is to certify that The Housing Authority of the City of Laurel, Mississippi has reviewed each development operating as public housing; considered the implications of converting the public housing to tenant-based assistance ; and concluded that conversion may be inappropriate because removal of the developments would not meet the necessary conditions for voluntary conversion.

That the initial assessment indicated that 1) cost would be a factor; 2) the ability to occupy the developments; 3) cost and/ or workability of vouchers in the community and 4) other relevant factors that voluntary conversion may be inappropriate.

THEREFORE, the Housing Authority has determined that our developments are not appropriate for conversion based on the following reasons:

1. Conversion **would be** more expensive than continuing to operate the developments (or a portion of it) as public housing;
2. Conversion **would not** principally benefit residents of the public housing development to be converted and the community; and
3. Conversion **would** adversely affect the availability of affordable housing in the community.

## **ATTACHMENT “G”**

### **PROGRESS STATEMENT ON MISSIONS AND GOALS**

The Housing Authority has met or exceeded all goals and missions stated in the Five-Year Plan, therefore, no modifications were made.

Progress achieved on quantifiable goals are as follows:

The PHA had a goal to increase the average income of residents by 2% a year. Over the past years the actual increase was 8%.

The PHA continues its goal of increasing working families by 2 a year. This goal is being achieved.

The PHA continues to increase accessible units over and above 504 requirements if there is a need. Currently the 32 handicapped units are occupied by 23 disabled residents; therefore, the need is being satisfied.

The PHA continues to reduced vacancies with improved maintenance techniques, improved management and occupancy controls along with capital fund improvements.

The PHA continues to improved public housing management and improved advisory score to a high performer level.

The PHA goal to renovate or modernize public housing units with Capital Fund Program funds is being achieved and is on schedule.

The PHA continues its PHDEP efforts to improve security by providing drug prevention programs and private security.

The PHA continues to partnership with community agencies to provide residents drug prevention, educational and recreational programs.

The PHA continues its goal to ensure equal access to assisted housing.

The PHA continues to counseled with residents on homeownership and pledged our support if they choose to pursue homeownership.

The Housing Authority will adopted new policies and procedures to comply with current regulations.

## **ATTACHMENT ‘H’**

This policy will be known as the Violence Against Women Act (VAWA) policy. Hereafter called (LHA)Violence Against Women Act (VAWA) policy.

### **GOAL:**

To protect denial of admission to and/or eviction of individuals of Domestic Violence in which they were victims.

### **OBJECTIVE:**

To assure protected victims, each of which are defined separately, establishes together a broad group of protected individuals (all of which are herein referred to as victims of domestic violence) Dating Violence, Sexual Assault and Stalking, housing needs are addressed. Note that these definitions include, among others, children, as well as Victims of Dating Violence and Stalking.

### **POLICY:**

LHA will not deny admission, continued occupancy, or terminate the tenancy of an applicant/tenant who are victims of domestic violence. Management may however “bifurcate” a lease/application or other wise remove a household member from a lease/application without regard to whether a household member is a signatory to the lease/application in order to evict/remove any individual who engages in criminal acts of physical violence against family members or others. This action may be taken without evicting, removing or otherwise penalizing the victim of violence who is also a tenant or lawful occupant, applicant (providing the culpable person will no longer reside in the unit). The LHA may however deny admission and/or evict where the LHA can demonstrate “an actual and imminent threat to other tenants or those employed at or providing service to the property.”

Management may request in writing that an individual complete, sign and submit, within 14 business days a HUD approved certification form that certifies that he/she is a victim of domestic violence, and that the incident or incidences in question are bona fide incidences of such actual or threatened abuse. On the certification form, the individual will provide the name of the perpetrator.

In lieu of a certification form and/or in addition to, a tenant/applicant may provide to the LHA (1) some local police records or court record; (2) documentation signed and attested to 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, or the effects of abuse, in which the professional’s attests under penalties of perjury to the belief that the incident(s) in question are bona fide.

If the certifications or information is not provided timely, none of the protections afforded to the victim of domestic violence will apply and management would be free to evict.

Information provided to the LHA relating to the fact of any household member being a victim of domestic violence, dating violence, or stalking will be retained by the Authority in confidence, and will not be shared or disclosed without your consent except in denial/eviction proceedings or as otherwise required by law.

NOTE: The LHA may at the Executive Director's (or his or her signee) discretion, provide assistance to an individual based solely upon the individual's statement or other corroborating evidence.

One or more incidents of actual or threatened domestic violence will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence, and will not be good cause for termination of tenancy or occupancy right of the victim of such violence.

Termination procedures will be effected in accordance with Federal, State, or Local Law. LHA will honor court orders addressing rights of access or control of the property including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members in cases where a family breaks up. Management may not subject an individual who is a victim of domestic violence to a more demanding standard than other tenants in determining whether to evict. Management will however make a determination as to any actual and/or imminent threat to other tenants or those employed at or providing services to the property if the tenant is not evicted. Violation of the lease not premised on the act or acts of violence in question against the tenant or a member of the tenant's household may however result in eviction.

#### **DEFINITIONS:**

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

**Dating violence:** Violence committed by a person:

(A) who is or has been in a social relationship of a romantic or intimate nature with the victim:  
and

(B) where the existence of such a relationship will be determined based on a consideration of the following factors: (I) the length of the relationship; (II) the type of relationship; and (III) the frequency of interaction between the persons involved in the relationship.

**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 (I) that person; (II) a member of the immediate family of that person; or(III) the spouse or intimate partner of that person.

**Immediate Family Member:** a spouse, parent, brother or sister, or child of the person, or an individual to whom that person stands in loco parentis (in place of a parent); or any other person living in the household of that person and related to that person by blood or marriage.

**CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING**

Date: \_\_\_\_\_

**This form must be completed and returned by \_\_\_\_\_ . If for some reason you cannot have this form completed and returned by this date you must contact \_\_\_\_\_ at \_\_\_\_\_ .**

**TO BE COMPLETED BY RESIDENT:**

Name of the victim of domestic violence, dating violence or stalking: \_\_\_\_\_

Name(s) of residents listed on lease (if not the victim): \_\_\_\_\_

Name of the perpetrator of the violence (if known): \_\_\_\_\_

If name of perpetrator is not known, explain why: \_\_\_\_\_

Relation to victim: \_\_\_\_\_

Certification of the violence. (Please check one):

- Attached a copy of a police report, temporary or permanent restraining order or, other, police report or court record relating to the violence; OR
  
- Had the section below completed by a professional who helped me address the violence.

I hereby certify under penalty of perjury that the foregoing is true and correct:

Signature \_\_\_\_\_ Date \_\_\_\_\_

**TO BE COMPLETED BY VICTIM SERVICE PROVIDER, ATTORNEY, MEDICAL PROFESSIONAL, ONLY IF VICTIM IS CERTIFYING THE VIOLENCE BY A STATEMENT.**

This section may be completed by an employee, (LHA) or volunteer of a service provider, attorney, or medical professional from whom the victim has sought assistance in addressing the violence or its effects.

Name of individual completing this section \_\_\_\_\_

What category best describes you?  Attorney  Medical provider  Victim service provider  
 Employee (LHA)

Title \_\_\_\_\_ Agency/ business name \_\_\_\_\_

Phone Contact Information

\_\_\_\_\_

Address \_\_\_\_\_

I hereby certify under penalty of perjury that the foregoing is true and correct and I believe that the incident(s) described above as a basis for eviction or housing termination are bona fide incidents of abuse.

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## NOTIFICATION OF RIGHTS UNDER VIOLENCE AGAINST WOMEN ACT (VAWA)

**DATE:** \_\_\_\_\_

**TO:** \_\_\_\_\_

**FROM: Laurel Housing Authority, 701 Beacon street, Laurel, MS 39440**

A new federal law reauthorizing the Violence Against Women Act (VAWA) provides certain rights to tenants and lawful occupants of public housing. This law requires that you be notified of these rights.

### **Protections Against Eviction**

1. VAWA states that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking (as these terms are defined in VAWA) will not be considered to be a “serious or repeated” violation of your lease, if you are the victim of the incident or incidents. This means you may not be evicted based on such an incident(s) where you are the victim.

2 In addition, although the housing authority may evict you for certain types of criminal activity as provided in your lease, VAWA states that the housing agency may not evict you if the criminal activity is:

- (a) directly related to domestic violence, dating violence, or stalking; and
- (b) engaged in by a member of your household, or any guest, or another person under your control; and
- © you or a member of your immediate family is the victim of this criminal activity.

### **Certification**

If the housing agency notifies you that it intends to terminate your tenancy based on an incident or incidents of domestic violence, dating violence, or stalking, and you claim protection against eviction under VAWA, the housing may require you to deliver a certification. You must deliver the certification within 14 business days after you receive the housing agency’s request for it. If you do not do this within the time allowed, you will not have any protection under VAWA and the agency may proceed with terminating your tenancy without reference to the VAWA protections.

You may certify either by:

- (a) Completing and delivering a HUD-approved certification form which will be supplied to you by the housing authority; or
- (b) Providing the housing agency with documentation signed by an employee, agent, or volunteer of a service provider, an attorney, or a medical professional from whom the (you or another member of your immediate family) has sought assistance in addressing domestic violence, dating violence, or stalking or the effects of the abuse. (This certification must be sworn under penalty of perjury); or
- © Producing a Federal, State, tribal, territorial, or local police record.

### **Confidentially**

Information you provide to the housing authority relating to the fact that you or another member of your household is a victim of domestic violence, dating violence, or stalking will be retained by the housing authority in confidence. This information will not be shared or disclosed by the agency without your consent except as necessary in an eviction proceeding or as otherwise required by law.

### **Limitations**

1. Prevents the housing agency from terminating tenancy and evicting for any violation of a lease that is not based on a matter involving domestic violence, dating violence, or stalking for which VAWA provide protections as described above. However, the housing agency may not in such cases apply any stricter standard to you than to other tenants.
2. Prevents the housing agency from terminating tenancy and evicting where the housing authority can demonstrate “an actual and imminent threat to other tenants or those employed at or providing service to the property.” Where such a threat can be demonstrated by the housing agency, you will not be protected from eviction by VAWA.
3. Limits the ability of the housing agency to comply with court orders addressing rights of access to or control of the property. This includes civil protection orders entered for the protection of the victim or relating to the distribution or possession of property.
4. Supersedes any Federal, State or local law that provides greater protection than VAWA.

## **Housing Agency Right to Remove Perpetrator of Domestic Violence**

VAWA also creates a new authority under Federal law that allows a housing agency to evict, remove, or terminate assistance to any individual tenant or lawful occupant of public housing who engages in criminal acts of physical violence against family members or others. This may be done without evicting or taking any other action adverse to the other occupants.

### **Further Information**

You may obtain a copy of the housing authority's written policy concerning domestic violence, dating violence, and stalking, from: \_\_\_\_\_.

The written policy contains, among other things, definitions of the terms "domestic violence," "dating violence," "stalking," and "immediate family."