

PHA Plans

Streamlined Annual Version

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

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

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.

Streamlined Annual PHA Plan

for Fiscal Year: 2008

PHA Name: Housing Authority of the City of Kinston, North Carolina

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

Streamlined Annual PHA Plan Agency Identification

PHA Name: Housing Authority of the City of Kinston, NC **PHA Number:** NC004

PHA Fiscal Year Beginning: 01/2008

PHA Programs Administered:

Public Housing and Section 8 **Section 8 Only** **Public Housing Only**
Number of public housing units: 799 Number of S8 units: Number of public housing units:
Number of S8 units: 765

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

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

PHA Plan Contact Information:

Name: Rhonda Abbott Phone: 252-523-1195 x229
TDD: Email (if available): kha@eastlink.net

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

If yes, select all that apply:

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

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

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

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

Table of Contents

[24 CFR 903.7(r)]

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

A. PHA PLAN COMPONENTS

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

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

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

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

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

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

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

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

A. Site-Based Waiting Lists-Previous Year

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

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

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

B. Site-Based Waiting Lists – Coming Year

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

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

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

2. Capital Improvement Needs

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

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

A. Capital Fund Program

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

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

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

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

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

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

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

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

2. Program Description:

a. Size of Program

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

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

b. PHA-established eligibility criteria

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

Participation in the Section 8 homeownership program is voluntary. Any Section 8 program participant or applicant who has been issued a Section 8 Housing Choice Voucher may utilize the subsidy to purchase rather than rent a home, subject to the following requirements:

- 1) A family must meet the general requirements for admission to or continued participation in the KHA Section 8 tenant-based program.
- 2) Current Section 8 program participants must be in full compliance with their lease and program requirements and must terminate their current lease arrangement in compliance with the lease.
- 3) A head of household or spouse that has previously defaulted on a mortgage obtained through the homeownership option is barred from participation.
- 4) Program participants and applicants must be “first-time homeowners,”(except families with a disabled member), where a family member must not have owned title to a principal residence in the last three years. Residents of limited equity cooperatives are eligible for the homeownership option. However, a single parent or displaced homemaker who, while married, owned a home with a spouse (or resided in a home owned by a spouse) is considered a “first-time homeowner” for purposes of the Section 8 homeownership option.
- 5) Participants in the Section 8 homeownership option must enroll in the National Foundation for Credit Counseling’s “Keys to Homeownership” or other KHA designee’s pre- and post-purchase homeownership counseling program and be deemed to be “mortgage ready” before a homeownership voucher will be issued. At a minimum, the counseling will cover the following:
 - Home maintenance;
 - Budgeting and money management;
 - Credit counseling;
 - How to negotiate the purchase price;
 - How to obtain homeownership financing;
 - How to find a home; and
 - Advantages of purchasing and how to locate a home in an area that does not have a high concentration of low-income families.
- 6) The head of household or spouse must be employed full-time (an average of 30 hours per week) and have been continuously so employed during the year before commencement of homeownership assistance. Families in which the head of household or spouse are disabled or elderly are exempted from this requirement. Families with a disabled household member may request an exemption as a reasonable accommodation.
- 7) The family’s income must be equal to or exceed the Federal minimum hourly wage multiplied by 2000 hours (currently \$10,300). Public assistance income may not be used for meeting this requirement, except for households in which the head or spouse is elderly or disabled and households that include a disabled person other than head or spouse. (Public Assistance includes federal housing assistance or the housing component of a welfare grant; TANF assistance; SSI that is subject to an income eligibility test; food stamps; general assistance or other assistance provided under a Federal, state or local program that provides assistance available to meet family living or housing expenses.)

- 8) The program will give priority to participants in KHA's Section 8 Family Self-Sufficiency Program or other welfare-to-work programs. Other qualified Section 8 participants may be considered as the capacity of the program permits.
- 9) At a minimum, the participant will be required to provide one percent of the home purchase price as a down payment.

- c. What actions will the PHA undertake to implement the program this year (list)?
The Section 8 Homeownership Option has already been implemented.

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

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

- Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
North Carolina Rural Fund for Development -38 years
USDA Rural Development-29 years
- Demonstrating that it has other relevant experience (list experience below):

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

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

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

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

1. Consolidated Plan jurisdiction: State of North Carolina

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

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

Kinston Housing Authority (KHA) agrees with the Consolidated Plan of the State of North Carolina that “low-to-moderate income homeowners are an important target population”. KHA will also partner with NCHFA in obtaining mortgages for Homeownership Program participants and subsidize the mortgage payments with Housing Choice Vouchers. KHA provides counseling to potential homeowners and current homeowners to assist in the prevention of foreclosures, which the State of North Carolina outlines in its Consolidated Plan.

The Consolidated Plan states that “Individual Development Accounts are matched-savings programs, wherein low-income households who save funds toward down-payments receive granted funds to match the amounts that the households save”. While KHA plans to utilize IDAs, it will also use escrow accounts through its Public Housing and Section 8 FSS Programs. With these funds available to participants, they are guided toward economic self-sufficiency, which may include homeownership.

KHA also provides rental assistance through the Section 8 program and housing through the Public Housing Program, which allows households to live in units that meet decent, safe, and sanitary housing, “without spending more for rent than they can afford. It allows people who would otherwise be homeless or living in substandard housing to occupy decent rental units”.

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
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	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input 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
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
X	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
X	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
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional)	(specify as needed)

PHA Name:
HA Code:

Streamlined Annual Plan for Fiscal Year 20__

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	(list individually; use as many lines as necessary)	
N/A	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

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

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<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 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				
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)				
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				

8. Capital Fund Program Five-Year Action Plan

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

8. Capital Fund Program Five-Year Action Plan

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

Other (list policies and developments targeted below)

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

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

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

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

- Not applicable: results of analysis did not indicate a need for such efforts
 List (any applicable) developments below:

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

- Not applicable: results of analysis did not indicate a need for such efforts
 List (any applicable) developments below:

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Kinston Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P00450108 Replacement Housing Factor Grant No:		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: 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	253,716			
3	1408 Management Improvements	5,000			
4	1410 Administration	126,858			
5	1411 Audit	500			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	90,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	200,000			
10	1460 Dwelling Structures	542,504			
11	1465.1 Dwelling Equipment—Nonexpendable	20,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	20,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	10,000			
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,268,578			

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

PHA Name: Kinston Housing Authority	Grant Type and Number Capital Fund Program Grant No: NC19P00450108 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

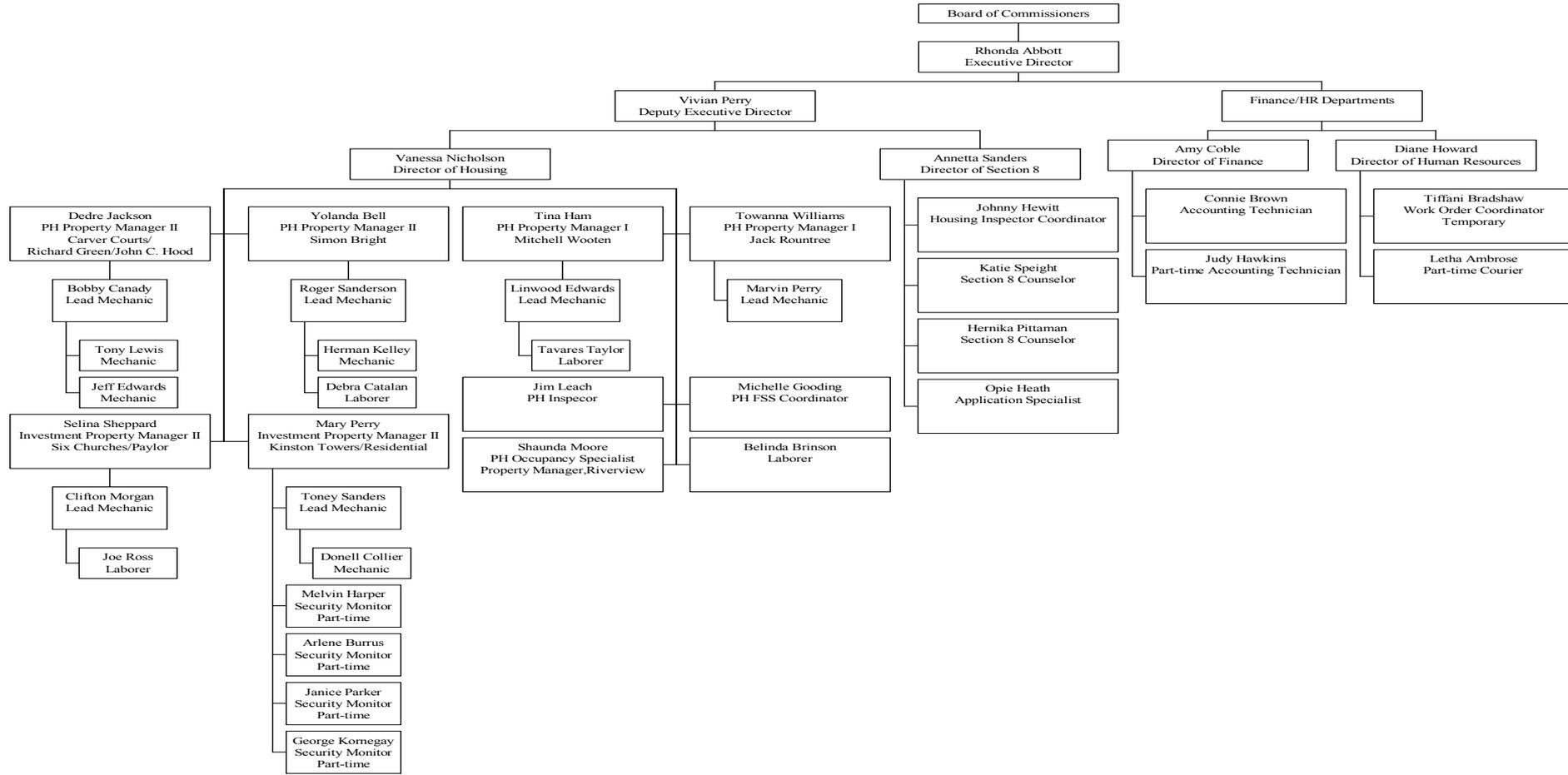
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	267,504			
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount 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: Kinston Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P00450108 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.	Quantit y	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		253,716				
HA-Wide	Management Improvements-Computer Software, Training & etc	1408		5,000				
HA-Wide	Administration-Salaries, Benefits & etc.	1410		126,858				
HA-Wide	Audit	1411		500				
HA-Wide	Fees and Costs-A/E & Consultant	1430		90,000				
HA-Wide	Landscaping, Dumpsters, mailboxes, bldg addresses, security lights shrubby, Trees, Sidewalk repairs & etc.	1450		100,000				
NC41 & 4 Simon Bright	Gas Lines removal and replacement (upgrade)	1450	29 Bldgs	100,000				
NC4-4 Simon Bright & NC4- 5 Richard Green	Electrical Upgrade	1460	172 Apts	200,000				
NC4 -4Simon Bright; NC4-2 Mitchell Wooten; and NC4- 5 Richard Green	Lead Based Paint Abatement-Interior	1460		242,504				
HA Wide	Tub replacement, reglazing & etc. LPB	1460		25,000				
NC4-7 & 8 Jack Rountree	Security deadbolt lock hardware	1460	100 Apts	75,000				
HA-Wide	Refrigerators & Ranges	1465	30/24	20,000				
HA-Wide	Computers, Radios & Maintenance Equipment & etc.	1475		20,000				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Kinston Housing Authority		Grant Type and Number Capital Fund Program No: NC19P00450108 Replacement Housing Factor No:				Federal FY of Grant: 2008	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	08/2010			08/2012			
NC4-1&4 Simon Bright	08/2010			08/2012			
NC4-1&4 Simon Bright & NC4-3 Carver Court	08/2010			08/2012			
NC4-1& 4 Simon Bright & NC 4-5 Richard Green	08/2010			08/2012			
NC4-1&4 Simon Bright; NC4-2 Mitchell Wooten NC4-5 Richard Green	08/2010			08/2012			
NC4-7 & 8 Jack Rountree	08/2010			08/2012			

Kinston Housing Authority Organizational Chart



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

PHA Name Kinston Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011	Work Statement for Year 5 FFY Grant: 2012 PHA FY: 2012
	Annual Statement				
NC4-1&4 Simon Bright, NC4-2 Mitchell Wooten and NC4-5 Richard Green		210,000	335,000	210,000	210,000
NC4-2 Mitchell Wooten		100,000			
NC4-4 Simon Bright				125,000	
NC4-1 & 4 Simon Bright NC4-2 Mitchell Wooten & NC4-5 Richard Green					125,000
NC4-7 Jack Rountree			80,000	250,000	
NC4-8 Jack Rountree		174,000			
NC4-12 Jack Rountree			115,000		
NC4-10 John C Hood & NC4-12 Jack Rountree					
HA-Wide		408,000	328,000	228,000	528,000
CFP Funds Listed for 5-year planning		892,000	858,000	813,000	863,000
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2009 PHA FY: 2009			Activities for Year: <u>3</u> FFY Grant: 2010 PHA FY: 2010		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	NC4-4 Simon Bright, NC4-2 Mitchell Wooten and NC4-5 Richard Green	Lead Based Paint Abatement-Interior	200,000	NC4-4 Simon Bright, NC4-2 Mitchell Wooten, and NC4-5 Richard Green	Lead-Based Paint Abatement-Interior	200,000
Annual	NC4-4 Simon Bright, NC4-2 Mitchell Wooten, and NC4-5 Richard Green	Lead-Based Paint Abatement-Interior Relocation	10,000	NC4-4 Simon Bright, NC4-2 Mitchell Wooten and NC4-5 Richard Green	Lead-Based Paint Abatement-Interior Relocation	10,000
Statement	NC4-2 Mitchell Wooten	Police Building	100,000	NC4-1&4 Simon Bright, NC4-2 Mitchell Wooten & NC4-5 Richard Green	Replacement Plumbing/Sewer Lines	125,000
	NC4-8 Jack Rountree	Security Window Screens & Screen Doors/Air Condition	174,000	NC4-7 Jack Rountree	Security Window Screens & Screen Doors	80,000
	HA-Wide	Interior Renovations-Electrical,Painting Plaster walls & etc.	150,000	NC4-12 Jack Rountree	Air Conditioning	115,000
	HA-Wide	Refrigerators & Ranges	40,000	HA-Wide	Refrigerators & Ranges	40,000
	HA-Wide	Computer, Maintenance Equipment & etc.	38,000	HA-Wide	Computer, Maintenance Equipment & etc.	38,000
	HA-Wide	Landscaping, Shrubbery, Tree Removal, Sidewalk Repairs & etc.	10,000	HA-Wide	Landscaping, Dumpsters, shrubbery, Tree Removal, Sidewalk, Parking Repairs & etc.	100,000
	HA-Wide	Tubs/Bath Sinks Replacement/Refinish & Glaze	170,000	HA-Wide	Interior Renovations-Electrical,Painting & etc.	150,000
Total CFP Estimated Cost			\$ 892,000	Total CFP Estimated Cost		\$ 858,000

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

Activities for Year : <u>4</u> FFY Grant: 2011 PHA FY: 2011			Activities for Year: <u>5</u> FFY Grant: 2012 PHA FY: 2012		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
NC4-1&4 Simon Bright, NC4-2 Mitchell Wooten, and NC4-5 Richard Green	Lead-Based Paint Abatement-Interior	200,000	NC4-1&4 Simon Bright, NC4-2 Mitchell Wooten, and NC4-5 Richard Green	Lead Based Paint Abatement-Interior	200,000
NC4-1&4 Simon Bright, NC4-2 Mitchell Wooten and NC4-5 Richard Green	Lead-Based Paint Abatement-Interior Relocation	10,000	NC4-1&4 Simon Bright, NC 4-2 Mitchell Wooten and NC4-5 Richard Green	Lead Based Paint Abatement-Interior Relocation	10,000
NC4-4 Simon Bright	Security Window Screens & Screen Doors	125,000	NC4-1&4 Simon Bright, NC4-2 Mitchell Wooten & NC4-5 Richard Green	Replacement Plumbing/Sewer Lines	125,000
NC4-7 & 8 Jack Rountree	Air Conditioning	250,000	HA-Wide	Pressure Washing	50,000
HA-Wide	Pressure Washing	50,000	HA-Wide	Refrigerators & Ranges	40,000
HA-Wide	Refrigerators & Ranges	40,000	HA-Wide	Computer, Maintenance Equipment & etc.	38,000
HA-Wide	Computer, Maintenance Equipment & etc.	38,000	HA-Wide	Landscaping, Shrubbery, Tree Removal, Sidewalk, Parking Repairs & etc.	200,000
HA-Wide	Landscaping, Shrubbery, Tree Removal, Sidewalk, Parking Repairs & etc.	100,000	HA-Wide	Security Lights & Cameras	200,000
Total CFP Estimated Cost		813,000	Total CFP Estimated Cost		\$863,000

Voluntary Conversion Assessment Update

- a. How many of the PHA's developments are subject to the Required Initial Assessments? 9
- 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)? 0
- 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? N/A – None
- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. N/A

RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

The following individual is a duly appointed member of the Board of Commissioners of the Housing Authority of the City of Kinston, North Carolina:

NAME: Jeff P. McLoud

METHOD OF SELECTION: Mr. McLoud was officially appointed to the Board and sworn in by the Mayor of the City of Kinston.

TERM OF APPOINTMENT: Mr. McLoud was reappointed in December 2006 for a five-year term.

MEMBERSHIP OF THE RESIDENT ADVISORY BOARD

Public housing members of the Resident Advisory Board are as follows:

<u>NAME</u>	<u>DEVELOPMENT (S) REPRESENTED</u>
Victor Fields	Jack Rountree Homes
Josephine Uzzell	Carver Courts Apartments John C. Hood Apartments
Sabrina Campbell	Richard Green Apartments
Sheneik Joyner	Mitchell Wooten Homes
Georgette Johnson	Simon Bright Homes Simon Bright Addition

PET POLICY STATEMENT

The Housing Authority of the City of Kinston (KHA) adopted a Pet Policy on August 3, 2000, which was effective September 1, 2000 as part of its Public Housing Admissions and Continued Occupancy Policy. The Pet Policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities without restriction subject to medical documentation verifying the requirement for an Assistive animal in the unit.

The KHA will allow only domesticated dogs, cats, birds, and fish in aquarium in units. Only one dog or cat and up to 2 birds and unlimited fish in aquariums per unit are allowed. At no time should any animal exceed twenty-five (25) pounds in weight.

All pets must be registered with the KHA and complete inoculation records must be on file. Residents must also provide a picture of the animal at the time of registration for filing.

A pet deposit of \$150.00 and a non-refundable pet fee of \$150.00 are required at the time of registering a cat or dog. The deposit of \$150.00 is refundable when the pet or the family vacate the unit, less any amounts owed due to damage beyond normal wear and tear.

Residents who own or keep pets in their dwellings will be required to pay for any damages caused by the pet including pet-related insect infestation, cleaning the unit and disposing of pet waste. Pet(s) must be kept in the owner's apartment or on a leash at all times when outside (no outdoor cages or fencing may be erected).

Pets that meet the size and type criteria outlined in the policy may visit the project/facility where pets are allowed for up to two weeks with KHA approval.

The KHA, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to surrounding occupants or of other persons in the community where the project is located.

Kinston Housing Authority
Community Service and Economic Self-Sufficiency Program

Background

The Quality Housing and Work Responsibility Act of 1998 requires that all non-exempt public housing adult residents (18 or older), shall either contribute eight hours per month of community service or participate in eight hours of training, counseling, classes or other activities that help an individual toward self sufficiency and economic independence.

This reinstatement of the Community Service and Self-Sufficiency is required of HUD and will be an Addendum to the Lease of all public housing residents.

Definitions

KHA – Kinston Housing Authority

Community Service – Volunteer work, which includes, but is not limited to:

- Work at a local institution including but not limited to: school, child care center, hospital, hospice, recreation center, senior center adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.;
- Work with a non-profit organization that serves PHA residents or their children such as: Boy Scouts, Girls Scouts, Boys or Girls Clubs, 4-H program, Community cleanup programs, beautification programs, other youth or senior organizations;
- Work at the Authority to help improve physical conditions;
- Work at the Authority to help with children's programs;
- Work at the Authority to help with senior programs;
- Helping neighborhood groups with special projects;
- Working through resident organization to help other residents with problems, serving as an officer in a Resident organization, serving on the Resident Advisory Board; and
- Caring for the children of other residents so they may volunteer.

NOTE: Political Activity is excluded.

Self Sufficiency Activities – activities that include, but are not limited to:

- Job readiness programs;
- Job training programs;
- GED classes;
- Substance abuse or mental health counseling;
- English proficiency or literacy (reading) classes;
- Apprenticeships;
- Budgeting and credit counseling;
- Any kind of class that helps a person towards economic independence; and
- Full time student status at any school, college or vocational school.

Exempt Adult – an adult member of the family who

- Is 62 years of age or older;
- Has a disability that prevents him/her from being gainfully employed;
- Is the caretaker of a disabled person;
- Is working at least 20 hours per week; or
- Is participating in a welfare to work program.

Requirements of the Program

1. The eight (8) hours per month may be either volunteer work or self-sufficiency program activity, or a combination of the two.
2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. KHA will make the determination of whether to allow or disallow a deviation from the schedule.

3. Activities must be Performed within the community and not outside the jurisdictional area of the KHA.
4. Family obligations
 - At lease execution or re-examination after February 1, 2000, all adult members (18 or older) of a public housing resident family must
 - 1 provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and
 - 2 sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in nonrenewal of their lease.
 - At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by KHA) of activities performed over the previous twelve (12) months. This form will include places for signatures of supervisors, instructors or counselors certifying to the number of hours contributed.
 - If a family member is found to be noncompliant at re-examination, he/she and the Head of Household will sign an agreement with KHA to make up the deficient hours over the next twelve (12) month period.
5. Change in exempt status:
 - If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to KHA and provide documentation of such.
 - If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to KHA. KHA will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

KHA Responsibilities

1. To the greatest extent possible and practicable, the KHA will:
 - provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. (According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be gainfully employed is not necessarily exempt from the Community Service Requirement); and
 - provide in-house opportunities for volunteer work or self-sufficiency programs.
2. The Authority will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution.
3. KHA will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the KHA's Grievance Procedure if they disagree with the KHA's determination.
4. Noncompliance of family member:
 - At least thirty (30) days prior annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members;
 - If the KHA finds a family member to be noncompliant, KHA will enter into an agreement with the noncompliant member and the Head of Household to make up the deficient hours over the next twelve (12) month period:
 - If at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the noncompliant member agrees to move out of the unit;
 - The family may use the KHA's Grievance Procedure to protest the lease termination.

**Kinston Housing Authority
Community Service Exemption Certification**

I certify that I am eligible for an exemption from the Community Service requirement for the following reason:

- I am 62 or older
- I have a disability, which prevents me from working
(Certification of Disability Form will serve as documentation)
- I am working
(Employment Verification form will serve as documentation)
- I am participating in a Welfare to Work Program
(Must provide verification letter from agency)
- I am receiving TANF and am participating in a required economic self sufficiency program or work activity
(Must provide verification from the funding agency that you are complying with job training or work requirements)
- I am a full time student
(Must provide verification letter from school attended)

Resident

Date

**Kinston Housing Authority
Community Service Compliance Certification**

I/We have received a copy of, have read and understand the contents of Kinston Housing Authority's (KHA's) Community Service/Self Sufficiency Policy.

I/We understand that this is a requirement of the Quality Housing and Work Responsibility Act of 1998 and that if we do not comply with this requirement, our lease will not be renewed.

Resident _____ Date _____

Resident _____ Date _____

Resident _____ Date _____

Resident _____ Date _____

**KINSTON HOUSING AUTHORITY
LEASE ADDENDUM**

This is an addendum to the Lease dated _____ between The City of Kinston Housing Authority and _____ for public housing.

The parties agree to the following changes and additions to the Lease:

Implementation and Compliance with the Kinston Housing Authority Community Service and Economic Self –Sufficiency Program

In all other respects, the terms of the original Lease remain in full effect. However, if there is a conflict between this Addendum and the original Lease, the terms of this Addendum will prevail

Resident _____ Date _____

Resident _____ Date _____

Resident _____ Date _____

Landlord _____ Date _____

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Kinston Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P00450104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/07 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	220,136	220,136	220,136	220,136
3	1408 Management Improvements	10,000	10,000	10,000	10,000
4	1410 Administration	110,068	110,068	110,068	110,068
5	1411 Audit	500	500	500	500
6	1415 Liquidated Damages				
7	1430 Fees and Costs	85,000	85,000	85,000	83,628
8	1440 Site Acquisition				
9	1450 Site Improvement	26,178	26,178	26,178	26,178
10	1460 Dwelling Structures	565,796	565,796	565,796	540,866
11	1465.1 Dwelling Equipment—Nonexpendable	40,000	40,000	40,000	40,000
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	28,000	28,000	28,000	28,000
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	15,000	15,000	1,022	1,022
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,100,678	1,100,678	1,086,700	1,060,398
22	Amount of line 21 Related to LBP Activities	101,393	132,256	132,256	105,954

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: Kinston Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P00450104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 6/30/07 Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
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: Kinston Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P00450104 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		220,136	220,136	220,136	220,136	Complete
HA-Wide	Management Improvements- Computer Training, File Cabinets, Printers, Monitors & etc.	1408		10,000	10,000	10,000	10,000	Complete
HA-Wide	Administration-Salaries & Benefits	1410		110,068	110,068	110,068	110,068	Complete
HA-Wide	Audit	1411		500	500	500	500	Complete
HA-Wide	Fees and Costs A/E & Consultant	1430		85,000	85,000	85,000	83,628	In Progress
HA-Wide	Mail Boxes & Dumpsters	1450		1,938	1,938	1,938	1,938	Complete
NC4-1 Simon Bright and Central Office	Removal and replacement of trees and shrubbery, driveway renovation and landscaping	1450		24,240	24,240	24,240	24,240	Complete
NC4-1 Simon Bright	Tubs Refinish & Glaze/Replacement- LBP	1460	166	50,000	50,000	50,000	25,070	In Progress
NC4-3 Carver Court	Lead-Based Paint Abatement-Interior	1460	178 Apts	43,712	43,712	43,712	43,712	Complete
NC 4-1 Simon Bright & Community Bldg/Office	Roofing, Handicap upgrade & etc.	1460	21 Buildings	316,218	316,218	316,218	316,218	Complete
HA-Wide	Interior Painting & Plastering	1460	263	93,160	93,160	93,160	93,160	Complete
Central Office	Roofing, windows, shutters & canopies replacement, exterior painting & etc.	1460	1	62,706	62,706	62,706	62,706	Complete
HA-Wide	Refrigerators & Ranges	1465	65/78	40,000	40,000	40,000	40,000	Complete
HA-Wide	Vans (3), Key Machine, Computer Hardware & etc.	1475	3	28,000	28,000	28,000	28,000	Complete

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Kinston Housing Authority			Grant Type and Number Capital Fund Program Grant No: NC19P00450104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
NC4-1 & 4 Simon Bright & NC4-2 Mitchell Wooten	Relocation Costs	1495		15,000	15,000	1,022	1,022	In Progress
	GRAND TOTAL			1,100,678	1,100,678	1,086,700	1,060,398	

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Kinston Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P00450105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/07 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	238,329	238,329	238,329	238,329
3	1408 Management Improvements	5,000	5,000	5,000	5,000
4	1410 Administration	119,164	119,164	119,164	119,164
5	1411 Audit	500	500	500	500
6	1415 Liquidated Damages				
7	1430 Fees and Costs	85,000	85,000	85,000	43,062
8	1440 Site Acquisition				
9	1450 Site Improvement	175,026	185,026	16,853	16,853
10	1460 Dwelling Structures	428,624	461,668	45,150	45,150
11	1465.1 Dwelling Equipment—Nonexpendable	40,000	40,000	40,000	40,000
12	1470 Nondwelling Structures	40,000	0	0	0
13	1475 Nondwelling Equipment	50,000	46,956	46,956	46,956
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	10,000	10,000	0	0
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,191,643	1,191,643	596,952	555,014

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

PHA Name: Kinston Housing Authority	Grant Type and Number Capital Fund Program Grant No: NC19P00450105 Replacement Housing Factor Grant No:	Federal FY of Grant: 2005
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 06/30/07 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	199,624	306,509		
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: Kinston Housing Authority			Grant Type and Number Capital Fund Program Grant No: NC19P00450105 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.	Quantit y	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligate d	Funds Expende d	
HA-Wide	Operations	1406		238,329	238,329	238,329	238,329	Complete
HA-Wide	Management Improvements-Asset Management Training	1408		5,000	5,000	5,000	5,000	Complete
HA-Wide	Administration-Salaries, Benefits & etc.	1410		119,164	119,164	119,164	119,164	Complete
HA-Wide	Audit	1411		500	500	500	500	Complete
HA-Wide	Fees and Costs-A/E & Consultant	1430		85,000	85,000	85,000	43,062	In Progress
NC4-3 Carver Court, NC4-7,8&12 Jack Rountree, NC4-10 John C Hood & HA Wide	Parking spaces , re-do roads, curving appeal, mailboxes, dumpsters, Landscaping, Shrubbery, Trees, Sidewalk repairs, building numbers & etc.	1450	178 Apts	125,000	135,000	7,457	7,457	In Progress/Spec Complete- Advertisement July 2007
NC4-5 Richard Green, NC 4-10 John C Hood, NC4-7,8 & 12 Jack Rountree & HA-Wide	Security lights buildings and area, Security camera and miscellaneous equipment	1450	25 Bldgs	50,026	50,026	9,396	9,396	In Progress
NC4 1 Simon Bright	Lead Based Paint Abatement- Interior	1460		199,624	206,509	0	0	Specifications Complete- Advertisement July 2007

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Kinston Housing Authority			Grant Type and Number Capital Fund Program Grant No: NC19P00450105 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.	Quantit y	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligate d	Funds Expende d	
NC4-1 Simon Bright	Tub replacement, Refinish, Reglaze & etc.-LBP	1460	200	157,000	100,000	0	0	Specification-LBP Complete- Advertisement July 2007
NC4-12 Jack Rountree	Security window screens & doors, Door Locks replacement	1460	25 Apts	35,000	61,217	0	0	Specifications Complete- Advertisement July 2007
NC4-10 John C. Hood	Security window screen & doors	1460	30 Apts	0	15,783	0	0	Specifications Complete- Advertisement July 2007
Central Office	Interior Renovations-Carpet replacement/Tile replacement, painting & etc.	1460	1 Bldg	37,000	34,757	34,757	34,757	Complete
NC4-2 Mitchell Wooten	10E-Fire Damaged Unit Repairs	1460	1 Apt	0	10,393	10,393	10,393	Complete
NC4-5 Richard Green	309A-Fire Damaged Unit Repairs	1460	1 Apt	0	15,000	0	0	Bids Received- Awarded July 2007
NC4-5 Richard Green	307C Fire Damage Unit Repairs	1460	1 Apt	0	15,000	0	0	Specification In Progress
NC4-5 Richard Green	Electrical & Window Replacement-Maintenance Shop	1460	1 Bldg	0	3,009	0	0	In Progress
HA-Wide	Refrigerators & Ranges	1465	59/45	40,000	40,000	40,000	40,000	Complete

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Kinston Housing Authority			Grant Type and Number Capital Fund Program No: NC19P00450105 Replacement Housing Factor No:			Federal FY of Grant: 2005	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	08/18/2007			08/18/2009			
NC4-3 & HA-Wide	08/18/2007			08/18/2009			
NC4-5 Richard Green, NC4-10 John C Hood & HA-Wide	08/18/2007			08/18/2009			
NC4-12 Jack Rountree & NC4-10 John C Hood	08/18/2007			08/18/2009			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Kinston Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P00450106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/07 <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	234,149	234,149	234,149	234,149
3	1408 Management Improvements	5,000	5,000	4,124	4,124
4	1410 Administration	117,075	117,075	117,075	14,022
5	1411 Audit	500	500		
6	1415 Liquidated Damages				
7	1430 Fees and Costs	85,000	85,000	18,729	0
8	1440 Site Acquisition				
9	1450 Site Improvement	57,506	57,506		
10	1460 Dwelling Structures	573,517	346,517		
11	1465.1 Dwelling Equipment—Nonexpendable	40,000	25,000	17,895	17,895
12	1470 Nondwelling Structures	10,000	0		
13	1475 Nondwelling Equipment	38,000	10,000		
14	1485 Demolition	0	280,000		
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	10,000	10,000		
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,170,747	1,170,747	391,972	270,190

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

PHA Name: Kinston Housing Authority	Grant Type and Number Capital Fund Program Grant No: NC19P00450106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 06/30/07 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	193,517	311,800	0	0
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: Kinston Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P00450106 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	Operations	1406		234,149	234,149	234,149	234,149	Complete
HA-Wide	Management Improvements-Asset Management Training & etc	1408		5,000	5,000	4,124	4,124	In Progress
HA-Wide	Administration- Salaries, Benefits & etc.	1410		117,075	117,075	117,075	14,022	In Progress
HA-Wide	Audit	1411		500	500	0	0	
HA-Wide	Fees and Costs-A/E & Consultant	1430		85,000	85,000	18,729	0	In Progress
NC4-1 & 4 Simon Bright, NC4-2 Mitchell Wooten & NC4-3 Carver Court	Sidewalk repair, Parking spaces, Landscaping, Shrubbery, Trees & etc.	1450		57,506	57,506	0	0	Specifications In Progress- Advertisement July 2007
NC4 1 & 4 Simon Bright; NC4- 2 Mitchell Wooten and NC4- 5 Richard Green	Lead Based Paint Abatement-Interior	1460		193,517	311,800	0	0	In Progress
NC4-2 Mitchell Wooten	Police Community Action Building	1460	1	60,000	0			
NC4-10 John C Hood	Security Screens & Doors	1460	30 Apts	40,000	34,717	0	0	Specifications Complete- Advertisement July 2007

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Kinston Housing Authority		Grant Type and Number Capital Fund Program Grant No: NC19P00450107 Replacement Housing Factor Grant No:		Federal FY of Grant: 2007	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: 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	253,716			
3	1408 Management Improvements	5,000			
4	1410 Administration	126,858			
5	1411 Audit	500			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	90,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	100,000			
10	1460 Dwelling Structures	652,504			
11	1465.1 Dwelling Equipment—Nonexpendable	15,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	15,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	10,000			
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,268,578			

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

PHA Name: Kinston Housing Authority	Grant Type and Number Capital Fund Program Grant No: NC19P00450107 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
22	Amount of line 21 Related to LBP Activities	567,504			
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: Kinston Housing Authority			Grant Type and Number Capital Fund Program Grant No: NC19P00450107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantit y	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	GRAND TOTAL			1,268,578				

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

Progress Statement

The Housing Authority of the City of Kinston, North Carolina's Mission Statement has remained the same since the original 2005-2009 Five-year Plan was submitted.

Kinston Housing Authority's goal of reducing public housing vacancies has resulted in consistent leasing rates for the last four years of approximately 97%.

We continue to strive to meet our goal of improving the quality of assisted housing. The PHAS scores for 2005 and 2006 for KHA designates us as high performer with scores of 92 and 90 respectively. Our SEMAP score for 2004 was 100 and our overall performance rating was high. Our SEMAP overall performance for 2005 and 2006 was standard. We intend to continue improvement until high performance is met for both PHAS and SEMAP.

Kinston Housing Authority has and will continue to encourage assisted housing choice by providing voucher mobility counseling at briefings and on an individual basis. We have held a landlord meeting to include current landlords and potential landlords.

The Housing Authority's Deconcentration and Income Mixing Plan is included in the Public Housing Admissions and Continued Occupancy Policy, which establishes the procedures to ensure deconcentration and income mixing.

The Housing Authority's progress in promoting self-sufficiency includes the Section 8 Family Self-sufficiency Program and the ROSS – Public Housing Family Self-sufficiency funding. Although our Section 8 FSS position was not funded for 2005, 2006, and 2007 we have applied for 2008 funding. We have in place an addendum to our Section 8 Administrative Plan that establishes our homeownership program. The Section 8 Family Self-sufficiency Program currently has 42 participants with 8 graduates and the Public Housing Family Self-Sufficiency Program currently has 50 participants.

Our goal of improving security for our residents includes the housing of the City's Special Response Team of the police department at our Mitchell Wooten PCAT site. This PCAT site was recently reactivated. Also, we have a unit at Jack Rountree for police officers. Police officers meet with the Director of Housing weekly to exchange information. A curfew has also been implemented.

To insure that KHA's physical assets are maintained efficiency, KHA did provide REAC training to 12 employees in 2006.

The Housing Authority ensures equal opportunity and affirmatively furthering fair housing by advertising the availability of Public Housing, Section 8 and elderly housing in area churches, including Hispanic churches, local public television station, and local newspaper and radio stations.

The demolition application for the 34 public housing units at Mitchell Wooten, that are prone to flooding, was approved and we plan to begin demolition in 2008.

Significant Amendment/Substantial Deviation

Definition of Significant Amendment or Modification

The Plan is a general document designed to outline the operational intent of the Housing Authority of the City of Kinston, North Carolina with general goals for five (5) years and more specific goals for the next twelve (12) months. The Plan will not be considered significantly amended or modified unless the operational intent of the Authority is changed. Changes in policy as a result of regulatory changes or decisions to exercise options and budgetary changes in response to changing circumstances will not be considered significant and will be addressed by the Board of Commissioners as routine matters.

Definition of Substantial Deviation

The Plan is a general document designed as a general outline guide for the daily operations of the Housing Authority of the City of Kinston, North Carolina with general goals for five (5) years and more specific goals for the next twelve (12) months. An activity will not be considered a “Substantial Deviation “ unless the operational intent or mission of the Authority is changed. Changes in procedure to carry out the mission, whether; as a result of regulatory changes or decisions to exercise option, budgetary changes in response to changing circumstances or other adjustment necessary to carry out the mission will not be considered substantial and will be addressed by the Board of Commissioners as routine matters.

Section 8 Homeownership Capacity Statement

Kinston Housing Authority has capacity to administer the Section 8 Homeownership Program by establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment come from the family's resources.

STATEMENT OF VIOLENCE AGAINST WOMEN ACT

The Violence Against Women and Justice Department Reauthorization Act of 2005 protects tenants and family members of tenants who are victims of domestic violence, dating violence, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them.

In general, the law provides in part that criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse. The law also provides that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as serious or repeated violations of the lease by the victim or threatened victim of that violence and will not be "good cause" for termination of the assistance, tenancy, or occupancy rights of a victim of such violence.

CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING: KHA staff responding to an incident or incidents of actual or threatened domestic violence, dating violence or stalking that may affect a tenant's participation in the housing program to request in writing that an individual complete, sign and submit within 14 business days of the request, a HUD-approved certification form. On the form, the individual certifies that he/she is a victim of domestic violence, dating violence, or stalking, and that the incident or incidences in question are bona fide incidences of such actual or threatened abuse. On the certification form, the individual shall provide the name of the perpetrator.

In lieu of a certification form, or in addition to the certification form, a tenant may provide to KHA, (1) a Federal, State, tribal, territorial, or local police record 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, dating violence or stalking, or the effects of abuse, in which the professional attests under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, or stalking has signed or attested to the documentation.

KHA is not required to demand that an individual produce official documentation or physical proof of an individual's status as a victim of domestic violence, dating violence, sexual assault, or staling in order to receive the protections of VAWA. KHA at its discretion, may provide assistance to an individual based solely upon the individual's statement or other corroborating evidence.

KHA will be mindful that the delivery of the certification form to the tenant in response to an incident via mail may place the victim at risk, e.g., the abuser may monitor the mail. Therefore, the KHA staff may require that the tenant come in the office to pick up the certification form and are encouraged to work with tenants to make delivery arrangements that do not place the tenant at risk.

If the individual does not provide the form HUD-50066 or the information that may be provided in lieu of the certification by the 14th business day or any extension of that date provided by the KHA, none of the protections afforded to the victim of domestic violence, dating violence or stalking by sections 606 or 607 of the Violence Against Women and Justice Department Reauthorization Act of 2005 (VAWA), Public Law 109-162 will apply. The KHA staff would therefore be free to evict, or to terminate assistance, in the circumstances authorized by otherwise applicable law and lease provisions, without regard to the amendments made by Sections 606 and 607.

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 the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

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 shall 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.

NOTICE AND CONFIDENTIALITY: VAWA requires that KHA must notify tenants of their rights under VAWA, which includes the existence of the HUD-50066 form and the right to confidentiality and limits thereof. In doing so, KHA may make the certification form available to all eligible families at the time of admission. Also, in the event of a termination or start of an eviction proceeding, KHA may enclose the form with the appropriate notice and direct the family to complete, sign and return the form (if applicable) by a specified date.

All information provided to KHA relating to the incident(s) of domestic violence, including the fact that an individual is a victim of domestic violence, dating violence, or stalking must be retained in confidence by the KHA and must neither be entered into any shared database nor provided to a related entity, except to the extent that the disclosure is (i) requested or consented by the individual in writing; (ii) required for use in an eviction proceeding or termination of assistance; or, (iii) otherwise required by applicable law.