

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

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2008

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## PHA Plan Agency Identification

**PHA Name:** Niagara Falls Housing Authority **PHA Number:** NY011

**PHA Fiscal Year Beginning: (mm/yyyy)** 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:    831  
 Number of S8 units:

**PHA Consortia:** (checkbox 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)

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

**A. Mission**

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

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

**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
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score) 89
  - 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:
  - 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:
- 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:
- 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:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

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

**THE NIAGARA FALLS HOUSING AUTHORITY'S FIVE-YEAR PLAN**

**MISSION STATEMENT**

“People and Possibilities”

**We Empower. We Enrich. We Build Strong Communities!**

**FIVE-YEAR GOALS**

The goals and objectives adopted by the Niagara Falls Housing Authority are:

**Goal One:** Manage the Niagara Falls Housing Authority's existing public housing program in an efficient and effective manner in the high performer status through December 31, 2009.

**Objectives:**

1. HUD will again recognize the Niagara Falls Housing Authority as a high performer through December 31, 2009.
2. The Niagara Falls Housing Authority shall promote a work environment with a capable and efficient team of employees operating as a customer friendly and fiscally prudent leader in the affordable housing industry.

**Goal Two: Provide a safe and secure environment in Niagara Falls Housing Authority communities.**

**Objectives:**

1. The Niagara Falls Housing Authority shall reduce crime in its communities through December 31, 2009 by strictly enforcing its “zero tolerance” policy targeting crime.
2. The Niagara Falls Housing Authority shall refine the Memorandum of Understanding with the Niagara Falls Police Department.
3. The Niagara Falls Housing Authority shall use its comprehensive screening procedures to ensure a secure environment of its communities.
4. The Niagara Falls Housing Authority shall create, post and distribute a disaster/evacuation plan for all residents by April 1, 2007.

**Goal Three: Enhance the marketability of Niagara Falls Housing Authority Communities.**

**Objectives:**

1. The Niagara Falls Housing Authority shall enhance curb appeal for its communities by improving landscaping, keeping properties litter-free and removing any graffiti within 48 hours of its discovery.
2. The Niagara Falls Housing Authority shall have in place a more customer friendly environment by ensuring that all employees are fully trained in providing service excellence with RESPECT to its residents, community and employees through December 31, 2009.
3. The Niagara Falls Housing Authority shall increase marketability nationally by focusing and updating its own web site with the valuable services that is offered, and by linking with other web sites focused on housing to attract the homeless, veterans, and others who are displaced.
4. The Niagara Falls Housing Authority shall make its public housing units more marketable through its many outreach partnerships within the community.

**Goal Four: Enhance the image of Niagara Falls Housing Authority Communities.**

**Objective:**

1. The Niagara Falls Housing Authority shall ensure that there are fifteen (15) or more positive stories per year relating to the Niagara Falls Housing Authority in the media.
2. All employees will act as ambassadors for the Niagara Falls Housing Authority at all times.

**Goal Five: Improve access to services that support quality of life, economic opportunity and self-sufficiency.**

**Objectives:**

1. The Niagara Falls Housing Authority will continue to build partnerships and pursue its mission to enhance self-sufficiency services for its residents through December 31, 2009.
2. The Niagara Falls Housing Authority's community centers shall continue to provide excellent services by improving the quality of programs for participants through December 31, 2009.
3. The Niagara Falls Housing Authority will continue to provide career training, assist in improving job skills for participants and expand/identify employment opportunities.
4. The Niagara Falls Housing Authority shall ensure that at least ten (10) supportive service opportunities are available to every public housing resident through December 31, 2009.
5. The Niagara Falls Housing Authority shall have an effective, fully functioning resident organization in every public housing community through December 31, 2009.
6. The Niagara Falls Housing Authority shall provide support services to build and empower its resident organizations.
7. The Niagara Falls Housing Authority shall be creative and aggressive in seeking additional funding opportunities to provide residents with a variety of "quality of life" programming initiatives.

**Goal Six: To pursue initiatives to revitalize the Niagara Falls Housing Authority Communities and surrounding neighborhoods to spur economic growth.**

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

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

- Standard Plan**
- Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Niagara Falls Housing Authority was founded in 1942 to provide decent, safe and sanitary housing to low income people using funds from the U.S. Department of Housing and Urban Development and other assistance made available for such purposes.

Overall, the Niagara Falls Housing Authority's image can be characterized as to promote self-sufficiency and asset development of families and individuals, and to improve the community quality of life and economic stability. The Housing Authority further works to ensure equal opportunity in housing for all Americans.

**Overview**

Since its inception, the Authority has worked with citizens of the community to provide affordable, decent, safe and sanitary housing for low-income families.

The condition of the industry today is such that new rules, guidelines and directives have been issued which mandate changes in the operation of this housing authority. The housing authority is also faced with a decreasing availability of funding from HUD in the face of needing to provide more services for low-income Americans.

The Niagara Falls Housing Authority's Central Office is located at 744 Tenth Street, Niagara Falls, New York 14301.

The Niagara Falls Housing Authority has been operating under federal subsidy, rental income and grants to fund its programs. The availability of funding is essential for the Niagara Falls Housing Authority to maintain its current level of operations and providing of services to its tenants and assisted families.

Now, the Niagara Falls Housing Authority is at a point where the housing authority must continue to provide all programs under more limited budget constraints and with more extensive regulations and laws.

## **Objectives**

The Niagara Falls Housing Authority strives to increase the availability of decent, safe and sanitary housing in the region, to ensure equal opportunity in housing for all Americans, to promote self-sufficiency and asset development of families and individuals who are participants and residents, and to improve the community quality of life and economic stability. The Niagara Falls Housing Authority's goals and objectives are further described in the Admissions, Occupancy and Rental Policy that has been adopted by the Board of Commissioners.

## **Capital Requirements**

According to the opportunities and requirements for the Niagara Falls Housing Authority described in this annual plan, and based on what we feel are sound business assumptions; our annual capital requirements are as listed in our budgets as submitted to HUD for funding.

To accomplish this goal we have developed a comprehensive plan to intensify and accelerate our marketing activities and improve our customer service operation. To implement our plans we will need adequate funding revenues, including the procuring of grants to aid in our efforts to comply with this plan.

## **Service Strategy**

The Niagara Falls Housing Authority will provide the goals and objectives described herein, and will make annual plans for each specific year. The Niagara Falls Housing Authority shall continue to provide the most services possible considering the funds available.

## **Customer Profile**

The Niagara Falls Housing Authority's primary market is low-income American citizens. The most typical customer for our assistance is someone who is in the lower income category and who needs assistance to provide affordable housing for their family. Due to newly enacted legislation in 1998, our client base has changed because of income targeting. In the public housing program, we are now required to accept 40% of new admissions with incomes at or below 30% of the area median. This will have a profound affect on our ability to create mixed income developments, assist working families, and generate rental income for operations.

## **Affirmative Marketing Plan**

Responses from citizens within the community, officials from the municipality, county and state, and our customers, the tenants indicate that our housing has an excellent reputation, is fulfilling the basic needs of its clients and has a vision of the future that will enable it to continue to do so. We fully intend to continue this trend.

The Niagara Falls Housing Authority's marketing strategy is to enhance, promote and support the fact that our housing can be of benefit to lower income citizens to help them obtain self-sufficiency, improve their quality of life and achieve economic stability.

The Niagara Falls Housing Authority's affirmative marketing strategy incorporates plans to inform the public we wish to serve of our housing and services through several channels. Our distribution channels include newspaper, television, radio, bulletin boards and other media outlets. The determining factors in choosing these channels are the service to be provided, consideration for the most saturation for the least cost, and other criteria to be determined by the Niagara Falls Housing Authority.

## **Advertising and Promotion**

The Niagara Falls Housing Authority's overall advertising and promotional objectives are to position it as a leader in the market of affordable rental housing.

We will develop an advertising campaign built around the increasing availability of decent, safe and affordable housing for American citizens, the desire of the Niagara Falls Housing Authority to ensure equal opportunity in housing for all citizens, and improving the quality of lives for residents and participants. In addition to standard advertising practices, we will gain considerable recognition through grants, public service announcements, press recognition, public comment and word of mouth.

## **Conclusion**

The Niagara Falls Housing Authority enjoys an established track record of excellence with our residents and the community at large. Their expressions of satisfaction and encouragement are numerous, and we intend to continue our advances and growth in the marketplace with more unique and effective services. The only roadblock is the lack of funding.

The Niagara Falls Housing Authority will work toward increasing the availability of decent, safe and affordable housing, to do all possible to ensure equal opportunity in housing for all Americans, to promote self-sufficiency and asset development of families and individuals who are residents and/or participants, and to improve the quality of life and economic stability of residents and participants.

The Niagara Falls Housing Authority has prepared this agency plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The statements, policies, etc. set forth in the Annual Plan leads to the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach toward our goals and objectives and are consistent with the Consolidated Plan. A few highlights of our Annual Plan follows:

- Our local preferences are:
  - Income Ranges
  - Deconcentration
  - Involuntarily Displaced
  - Victims of Domestic Violence
  - Rent Burdened
  - Substandard Housing
  - Homelessness
  - Working Families (households that contribute to meeting income goals - broad range of incomes)
  - Income Targeting (households that contribute to meeting income requirements)
  - Those enrolled currently in educational training or upward Mobility programs
  - The Elderly/Handicapped/Disabled over other singles
  
- We have an aggressive screening policy to ensure to the best of our ability, that new admissions will be good neighbors.
  
- We will implement a tenacious deconcentration policy.
  
- We have a minimum rent of \$50.00.
- 
- We have established a flat rent for all of our developments.
  
- We will encourage work and advancement in the workplace by offering rent incentives to residents.

In summary, we are on course, pressing toward the mark of excellence in housing for the Niagara Falls Housing Authority community.

## **Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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### **Attachments**

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

#### Required Attachments:

- Admissions Policy for Deconcentration (ny011b01)
- FY 2008 Capital Fund Program Annual Statement (ny011d01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members (ny011o01)
- List of Resident Board Members (ny011m01)
- Community Service Description of Implementation (ny011n01)
- Information on Pet Policy (ny011g01)
- Section 8 Homeownership Capacity Statement, if applicable
- Description of Homeownership Programs, if applicable

Optional Attachments:

- PHA Management Organizational Chart (ny011c01)
- FY 2008 Capital Fund Program 5 Year Action Plan (ny011e01)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (ny011f01)
- Other (List below, providing each attachment name)
  - Statement of Progress (ny011a01)
  - Safety Initiative (ny011h01)
  - P & E reports (ny011i01; ny011j01; ny011k01; ny011l01)

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
x	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
x	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
x	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
x	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
x	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
	Public housing rent determination policies, including the methodology 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
	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (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
	Public housing grievance procedures <input checked="" 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 HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
x	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
x	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	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
x	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8	Annual Plan: Homeownership

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Administrative Plan	
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
x	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
x	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
x	Initial Assessment and Certification Regarding Voluntary Conversion	Voluntary Conversion

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	3731	5	5	5	5	3	5
Income >30% but <=50% of AMI	2360	5	5	5	4	5	5
Income >50% but <80% of AMI	1960	4	5	5	5	5	5
Elderly	2130	4	5	5	5	5	5
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2006-2007
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</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
Waiting list total	346	41.54	25.69
Extremely low	263	76.01	81.37

<b>Housing Needs of Families on the Waiting List</b>			
income <=30% AMI			
Very low income (>30% but <=50% AMI)	60	17.34	28.03
Low income (>50% but <80% AMI)	23	6.65	1.07
Families with children	282	81.50	66.57
Elderly families	64	19.00	33.43
Families with Disabilities	0	0	0
Race/ethnicity – W	170	49.13	
Race/ethnicity – B	173	50.00	
Race/ethnicity	1	.29	
Race/ethnicity	2	.58	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	144	41.62	19.00
2 BR	125	36.13	22.40
3 BR	56	16.19	50.00
4 BR	19	5.49	1.47
5 BR	1	.57	3.57
5+ BR	1	.57	3.57
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			

**C. Strategy for Addressing Needs**

Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency’s reasons for choosing this strategy.

**(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 (HOPE VI)
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)
- Institute measures for portion of income deemed not countable for rental purposes

**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)
- Seek measures to provide aging in place thereby retaining residents

**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)
- Affirmatively market to private housing dwellers – the availability of assistive units

**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)  
Affirmatively market to races who cannot afford market value dwellings

**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)

Fierce competition from other housing providers; an abundance of available housing in the jurisdiction; a declining population.

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<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	3,200,000	
b) Public Housing Capital Fund	1,467,759	
c) HOPE VI Revitalization	20,000,000	
d) HOPE VI Demolition	-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	-	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-	
g) Resident Opportunity and Self-Sufficiency Grants	-0-	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	1458,012	Public Housing Operations
<b>3. Public Housing Dwelling Rental Income</b>	2,194,874	Public Housing Operations
<b>4. Other income (list below)</b>		
Laundry	8,000	
Sales/Services	10,000	
Late Charges	2,000	
<b>5. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>28,340,645.00</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)  
When families reach the top of the waiting list

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 check, personal interview, alien registration, photo ID, newspaper articles and other public notices and local city assessor's office

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)  
Via website, mail and community organizations

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

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

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

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

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies  
 Overhoused  
 Underhoused  
 Medical justification  
 Administrative reasons determined by the PHA (e.g., to permit modernization work)  
 Resident choice: (state circumstances below)  
Problems with location and participants afraid of heights; change in family composition  
 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)

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.

#### 1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 1 Substandard housing
- 1 Homelessness
- 1 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)

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)  
Quarterly newsletter, Statement of Policy that is available at each site office and the administrative office

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

- Adoption of site based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

Other (list below)

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

Harry S. Jordan Gardens, Packard Court, Center Court, Henry E. Wrobel Towers

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:

Harry S. Jordan Gardens, Packard Court, Center Court, Henry E. Wrobel Towers

## **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 below)

Other (list below)

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity  
 Other (describe below)

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None  
 Federal public housing  
 Federal moderate rehabilitation  
 Federal project-based certificate program  
 Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office  
 Other (list below)

**(3) Search Time**

a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families

- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

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

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

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

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

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

**(5) Special Purpose Section 8 Assistance Programs**

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

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

## **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

### **A. Public Housing**

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below:

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

Market comparability study

Fair market rents (FMR)

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)  
When there is a change in family composition or loss/decrease of income

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

**(2) Flat Rents**

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

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

**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. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	833	10%
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)  
Maintenance Manual, Statement of Policy on Admissions and Continued Occupancy
- (2) Section 8 Management: (list below)

### 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

#### A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
  - PHA main administrative office
  - PHA development management offices
  - Other (list below)

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

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

If yes, list additions to federal requirements below:

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

Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

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

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

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

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (ny011d01)

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (ny011e01)

-or-

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

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

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

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

1. Development name: Center Court
2. Development (project) number: NY011007B
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No",

skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Center Court
1b. Development (project) number:	NY11-7B
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application <b>approved</b> , submitted, or planned for submission:	(11/30/2007)
5. Number of units affected:	134
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 3/2008 b. Projected end date of activity: 9/2009

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming

fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

**2. Activity Description**

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

**A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one

activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input type="checkbox"/>	5(h)
<input type="checkbox"/>	Turnkey III
<input type="checkbox"/>	Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	
<input type="checkbox"/>	Approved; included in the PHA’s Homeownership Plan/Program
<input type="checkbox"/>	Submitted, pending approval

<input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected:
6. Coverage of action: (select one)
<input type="checkbox"/> Part of the development
<input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

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

### 2. Program Description:

#### a. Size of Program

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

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

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

#### b. PHA-established eligibility criteria

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

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

#### 1. Cooperative agreements:

- Yes  No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

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

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

### **B. Services and programs offered to residents and participants**

#### **(1) General**

##### a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Sweet Ladies of the Community	19	Open to all	Family Resource Bldg.	Both
Health Educational Series	40	Open to all	Family Resource Bldg.	Both
Annual Job Community Faire	400	Open to all	Niagara County Community College (NCCC)	Both
Employment Workshops	45	Open to all	NCCC	Both
Computer Training ATTAIN		Open to all	Family Resource Bldg.	Both
- Livin' Large Program	60			
- Nursing Assistant	21			
- Office Worker	6			
- Customer Service	11			
- Senior Computer Class	12			
- GED Program	6			
- Open Access	43			
- Summer Program	60			
- BOCES English Class	17			
- Life Skills Program	18			
- VITA Program	200			
- Bldg. & Maintenance	26			
- Digital Literacy	18			
Parenting Skills Classes	17	Open to all	Family Resource Bldg.	Both
“Livin' Large”	120	Open to all	Family Resource Bldg.	Both
“Kids Café” (Meals Served)	350 wkly.	Open to all	Family Resource Bldg.	Both
Rental Activities (Jan-Aug)		Open to all	Family Resource Bldg.	Both

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/PHA main office/other provider name)	Eligibility (public housing or section 8 participants or both)
Open Gym	185	Open to all	Family Resource Bldg.	Both
Summer Enrichment Program	250	Open to all	*	Both
“Biddy Basketball”	45	Open to all	FRB/PCCC	Both
“Let’s Talk” Program	18	Open to all	Family Resource Bldg.	Both
Thanksgiving Feast	250	Open to all	Family Resource Bldg.	Both
Niagara University Field Trips	60	Open to all	FRB/PCCC	Both
Easter Celebration	120	Open to all	Family Resource Bldg.	Both
Kwanzaa Celebration	150	Open to all	*	Both
Male Summit	250	Open to all	Family Resource Bldg.	Both
Universal Pre-K (9/06-Current)	16	Open to all	Family Resource Bldg.	Both
NYS Power Authority	60	Open to all	Family Resource Bldg.	Both
Winterfest	185	Open to all	Family Resource Bldg.	Both
Universal Pre-Kindergarten	28	Open to all	Family Resource Bldg.	Both
- Sept. 05-June 06	20			
- Sept. 06 – Present	9			
Abstinence Education	50	Open to all	Family Resource Bldg.	Both
35 & Older Basketball League	70	Open to all	Family Resource Bldg.	Both
Summer Enrichment Employee First Aid Training	25	Open to all	*	Both
Planned Parenthood Erie/Niagara Youth Development Workshops		Open to all	Family Resource Bldg.	Both
- Communication Skills	30			
- Puberty & Ministration	25			
- Body Image	30			
- Music Messages	30			
- Self-Esteem	30			
- Conflict Resolution	30			
Summer Enrichment Annual “Annual Park Day”	300	Open to all	Oppenheim State Park *	Both
Rev. Dr. Martin Luther King Community Program	500	Open to all	Niagara Falls High School, *	Both
21 <sup>st</sup> Century Community Learning Center Program	75	Open to all	Gaskill Middle School	Both
	75		Niagara Middle School	Both
	75		LaSalle Middle School	Both
Summer Enrichment Cooking Classes Chef Dale Holt	45	Open to all	Family Resource Bldg.	Both

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/PHA main office/other provider name)	Eligibility (public housing or section 8 participants or both)
Planned Parenthood & Let's Talk's Circle of Friends Workshops	8	Open to all	Family Resource Bldg.	Both
Planned Parenthood & Let's Talk Circle of Friends Workshops	15	Open to all	Family Resource Bldg. Center Ct. Comm. Ctr.	Both
NF Board of Education Home Teaching	5	Open to all	Family Resource Bldg.	Both
Music Instruction – Diana Reeves	60	Open to all	Family Resource Bldg.	Both
Financial Planning-First National Bank	20	Open to all	Family Resource Bldg.	Both
Black History Arts Program	65	Open to all	Family Resource Bldg.	Both
LINKS, Inc. Black History Program	150	Open to all	Family Resource Bldg.	Both
Alcoholism Council	65	Open to all	Family Resource Bldg.	Both
Small Business Seminar	15	Open to all	*	Both
Back Pack Brigade	125	Open to all	Family Resource Bldg.	Both
Fire Prevention Week Presentation	90	Open to all	Family Resource Bldg.	Both
Open Division Basketball League	45	Open to all	Family Resource Bldg.	Both
HOPE VI Presentation	100	Open to all	*	Both
Sweet Seniors of the Community - Bus Trips - Nursing Home Visits - City Market - St. John's Senior Outings	15 10 8 8	Open to all	* NF Mem. Med. Ctr. City Market Plaza St. John AME Church	Both
Line Dance Troupe	30	Open to all	Family Resource Bldg.	Both
Doris W. Jones Youth Choir - Spring Concert - Capturing the Hearts - Christmas Concert - Summer Enrichment - Shea's Art Festival	125 150 185 200 60	Open to all	Family Resource Bldg.	Both
Independent Health Foundation - Monthly Health Fairs - Weight Watchers - Bison Baseball Youth Camp - Family Day Bison's Home Game	175 Mo. 50 40 175	Open to all	Family Resource Bldg. Family Resource Bldg. Family Resource Bldg. Dunn Tire Park Dunn Tire Park	Both

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/PHA main office/other provider name)	Eligibility (public housing or section 8 participants or both)
Family Fun Night	300	Open to all	Family Resource Bldg.	Both
Jordan Gardens Resident Chat	10	Open to all	Family Resource Bldg.	Both
Planned Parenthood of Niagara "Circle of Friends" Phase II	15	Open to all	Family Resource Bldg.	Both
Fire Prevention Program	60	Open to all	Family Resource Bldg.	Both
Kwanzaa Celebration	150	Open to all	Packard Court Center	Both
3 on 3 Basketball Tournament	130	Open to all	Packard Court Center	Both
Storytelling with Karima Amin	50	Open to all	Packard Court Center	Both
GED (Adult Education Course)	10	Open to all	Packard Court Center	Both
Medication Administration Training	2	Open to all	Packard Court Center	Both
Fire Prevention Program	30	Open to all	Packard Court Center	Both
Creative Expressions	10	Open to all	Packard Court Center	Both
Universal Pre-K	16	Open to all	Packard Court Center	Both
Native American Comm. Svces.	40	Open to all	Packard Court Center	Both
Native American Comm. Svces. Family Night	125	Open to all	Packard Court Center	Both
PCCC Anniversary Celebration	35	Open to all	Packard Court Center	Both

(\*) indicates all three (3) sites: Family Resource Building (FRB) , Packard Court Community Center (PCCC) and Center Court Community Center (CCCC)

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

**C. Welfare Benefit Reductions**

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

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

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

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)  
 Harry S. Jordan Gardens, Center Court, Packard Court

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

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)  
Weed and Seed

2. Which developments are most affected? (list below)  
 Harry S. Jordan Gardens, Anthony Spallino Towers, Henry E. Wrobel Towers, Center Court, Packard Court

**C. Coordination between PHA and the police**

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents

- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)  
 Harry S. Jordan Gardens, Center Court, Packard Court

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

The Niagara Falls Housing Authority does hereby agree and certify that it will carry out this Agency Plan (both its Five-Year Plan and its Annual Plan) in compliance with all applicable civil rights requirements and will affirmatively further fair housing. In particular, the Authority will comply with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990. This is in continuation of the Authority's long-standing anti-discrimination tradition.

*-Stephanie W. Cowart, Executive Director  
 December 6, 2007*

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (File name)  
 Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
  
 Other: (list below)

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
  
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

#### 3. Description of Resident Election Process

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

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

##### b. Eligible candidates: (select one)

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

Other (list)

c. Eligible voters: (select all that apply)

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

### **C. Statement of Consistency with the Consolidated Plan**

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

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

### **D. Other Information Required by HUD**

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

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Niagara Falls Housing Authority that fundamentally change the mission, goals, objectives or plans of the agency and which require formal approval of the Board of Commissioners.

## **Attachments**

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

# PHA Plan Table Library

## Component 7 Capital Fund Program Annual Statement Parts I, II, and II

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

Capital Fund Grant Number      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP 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	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

## Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>				



## **Niagara Falls Housing Authority ~ Statement of Progress**

- Goal One:** Manage the Niagara Falls Housing Authority's existing public housing program in an efficient and effective manner thereby achieving the high performer status.
- Status:** The Niagara Falls Housing Authority is designated a standard performer by our recent PHAS score. We continue to address training needs of our staff as necessary.
- Goal Two:** Provide a safe and secure environment in all Niagara Falls Housing Authority's communities.
- Status:** The Housing Authority meets with the Niagara Falls Police Department on a monthly basis and with residents to proactively address safety concerns in our communities. We are also the lead agency in Operation Weed and Seed, a U.S. Department of Justice community-based initiative which is an innovative and comprehensive multi-agency approach to law enforcement, crime prevention and community revitalization.
- Goal Three:** Enhance the marketability of Niagara Falls Housing Authority communities.
- Status:** The Housing Authority adheres to the letter of our objectives for this goal. We have been awarded HOPE VI funding to address major issues within our communities.
- Goal Four:** Enhance the image of Niagara Falls Housing Authority communities.
- Status:** The Housing Authority submits news releases regarding our many positive initiatives which are printed or available on local access stations.
- Goal Five:** Improve access for residents to services that support quality of life and improve economic opportunity (self-sufficiency).
- Status:** The Niagara Falls Housing Authority provides training opportunities for residents and their leadership. The Family Resource Building's utilization rate has increased and the Packard Court Community Center is open and fully operational. Our Resident Opportunities Self Sufficiency (ROSS) Grant will greatly assist in meeting this goal.

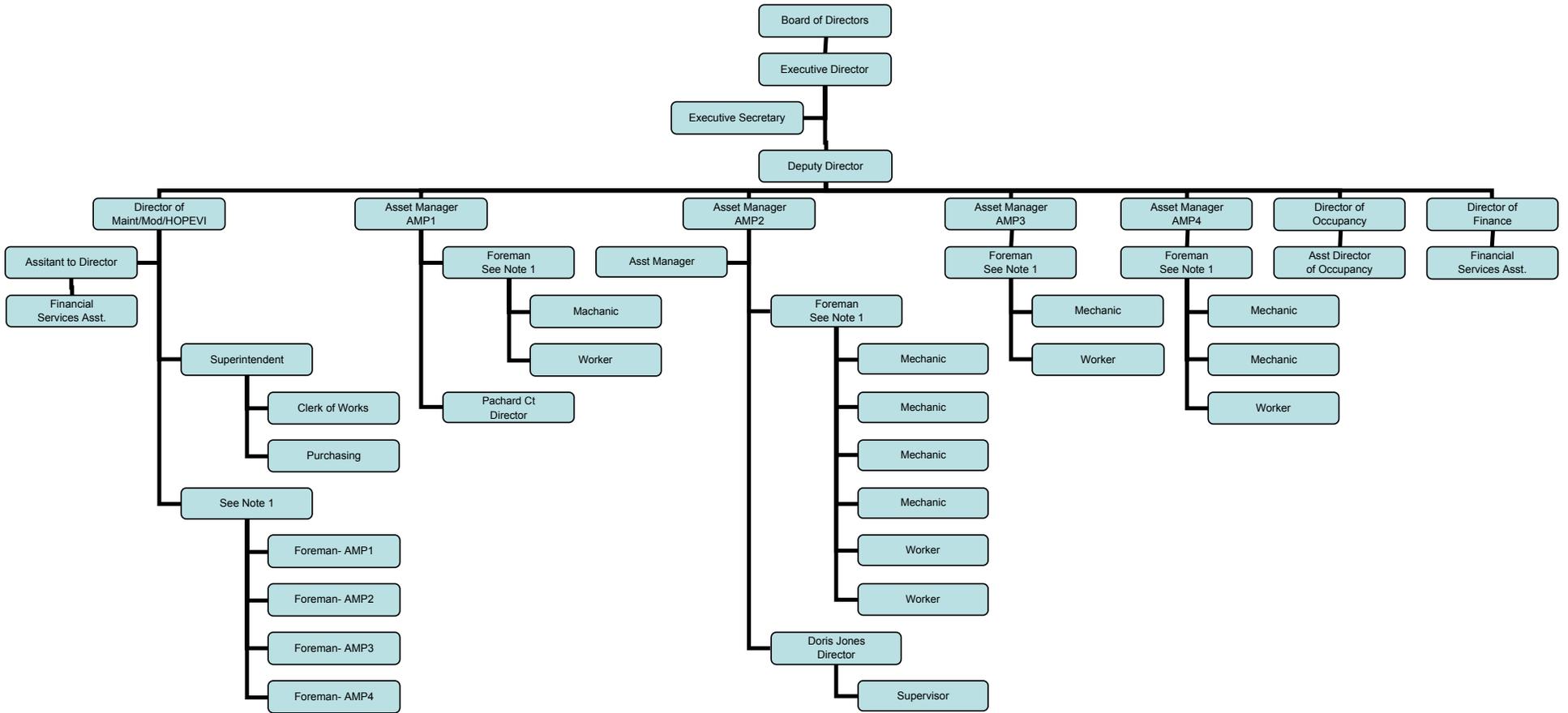
**Component 3, (6) Deconcentration and Income Mixing**

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

**Deconcentration Policy for Covered Developments**

<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any)</b>	<b>Deconcentration Policy</b>

# NIAGARA FALLS HOUSING AUTHORITY ORGANIZATIONAL CHART



**Capital Fund Program Annual Statement  
Parts I, II, and III**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number NY06P011501 08

FFY of Grant Approval: (09/2008)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	-0-
2	1406 Operations (20% Max.)	\$293,552.00
3	1408 Management Improvements (20% Max.)	\$105,000.00
4	1410 Administration (10% Max.)	\$146,776.00
5	1411 Audit	-0-
6	1415 Liquidated Damages	-0-
7	1430 Fees and Costs	\$100,000.00
8	1440 Site Acquisition	-0-
9	1450 Site Improvement	-0-
10	1460 Dwelling Structures	\$647,431.00
11	1465.1 Dwelling Equipment – Nonexpendable	-0-
12	1470 Nondwelling Structures	\$175,000.00
13	1475 Nondwelling Equipment	-0-
14	1485 Demolition	-0-
15	1490 Replacement Reserve	-0-
16	1492 Moving to Work Demonstration	-0-
17	1495.1 Relocation Costs	-0-
18	1498 Mod Used for Development	-0-
19	1502 Contingency	-0-
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$1,467,759.00</b>
21	Amount of line 20 Related to LBP Activities	-0-
22	Amount of line 20 Related to Section 504 Compliance	-0-
23	Amount of line 20 Related to Security	-0-
24	Amount of line 20 Related to Energy Conservation Measures	\$175,000.00

Annual Statement (9/2007)

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
HA-Wide	Transfer to Operating Budget	1406	\$293,552.00
HA-Wide	Improve Resident Skills & Abilities through Empowerment & Economic Development – Continue tenant training and self sufficiency initiatives through small business training and leadership development	1408	\$15,000.00
HA-Wide	Staff Training & Education Program – Increasing skills (e.g. Communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance	1408	\$40,000.00
HA-Wide	Improve Employee Morale and Relations – Provide Workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.	1408	\$20,000.00
HA-Wide	Improve Resident and Community Relations – Training will include understanding who our customers are and the purpose/mission of the Housing Authority.	1408	\$5,000.00
HA-Wide	Address Marketability of Housing Authority Developments – Develop and implement marketing strategies. Develop a master Plan for the Authority.	1408	\$20,000.00
HA-Wide	Modernization Related Salaries and Benefits	1410	\$146,776.00
11-2/11-5	A/E Services	1430	\$100,000.00
11-2	Replace Roof – Family Resource Building	1470	\$175,000.00
11-5	Replace Emergency Generator	1460	\$60,000.00
11-7A	Exterior Renovations	1460	\$587,431.00
<b>TOTAL</b>			<b>\$1,467,759.00</b>

**Annual Statement (9/2008)**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

<b>Development Number/Name HA-Wide Activities</b>	<b>All Funds Obligated (Quarter Ending Date)</b>	<b>All Fnds Expended (Quarter Ending Date)</b>
HA-WIDE	9/12/10	9/12/12
NY06P01102 Jordan Gardens	9/12/10	9/12/12
NY06P01105 Wrobel Towers	9/12/10	9/12/12
NY06P01107A Packard Court	9/12/10	9/12/12

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
N/A	<b>PHA Wide Management Improvements</b>	N/A	N/A
Description of Needed Physical Improvements or Managements Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<ul style="list-style-type: none"> <li>Improve Resident Skills &amp; Abilities through Empowerment &amp; Economic Development – Continue tenant training and self sufficiency initiatives through small business training and leadership development</li> </ul>		\$15,000.00	2009
		\$15,000.00	2010
		\$15,000.00	2011
		\$15,000.00	2012
		\$15,000.00	2013
<ul style="list-style-type: none"> <li>Staff Training &amp; Education Program – Increasing skills (e.g. Communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance</li> </ul>		\$60,000.00	2009
		\$60,000.00	2010
		\$60,000.00	2011
		\$60,000.00	2012
		\$60,000.00	2013
<ul style="list-style-type: none"> <li>Improve Employee Morale and Relations – Provide Workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.</li> </ul>		\$5,000.00	2009
		\$5,000.00	2010
		\$5,000.00	2011
		\$5,000.00	2012
		\$5,000.00	2013
<ul style="list-style-type: none"> <li>Improve Resident and Community Relations – Training will include understanding who our customers are and the purpose/mission of the Housing Authority.</li> </ul>		\$5,000.00	2009
		\$5,000.00	2010
		\$5,000.00	2011
		\$5,000.00	2012
		\$5,000.00	2013
<ul style="list-style-type: none"> <li>Address Marketability of Housing Authority Developments – Develop and implement marketing strategies. Develop a master Plan for the Authority.</li> </ul>		\$20,000.00	2009
		\$20,000.00	2010
		\$20,000.00	2011
		\$20,000.00	2012
		\$20,000.00	2013
Total Estimated Cost Over Next 5 Years		\$525,000.00	X

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
N/A	<b>PHA Wide</b>	N/A	N/A
Description of Needed Physical Improvements or Managements Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Pave Warehouse Parking Lot		\$45,000.00	2009
Warehouse Roof – Replace Roof		\$12,000.00	2009
Central Office Replace Furnace		\$5,000.00	2010
Central Office Replace Roof (Original Building)		\$12,000.00	2010
Central Office – Exterior Building Rehab		\$10,000.00	2011
Central Office – Interior Building Rehab		\$3,000.00	2012
Central Office – New Phone System		\$50,000.00	2013
Warehouse Replace Furnace		\$6,000.00	2013
Total Estimated Cost Over Next 5 Years		\$486,500.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
<b>NY06P011002</b>	<b>Jordan Gardens</b>	<b>4</b> (as of 11/5/07)	<b>4%</b>
Description of Needed Physical Improvements or Managements Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Downspouts – Pipe to own Storm Line		\$450,000.00	2009
Install Gutters on Front Porches		\$50,000.00	2009
Install Lights over Kitchen Sinks		\$30,000.00	2009
Replace Garbage Collection System		\$40,000.00	2010
Ceiling Fans – Living Room and Kitchen		\$60,000.00	2010
Install Dumpster Pads		\$200,000.00	2010
Replace Garbage Collection System		\$50,000.00	2011
Remove Clothes and Garbage Can Poles		\$200,000.00	2011
Masonry Repair		\$80,000.00	2011
Replace Roofs		\$400,000.00	2012
Family Resource Building – Seal and Stain Building Exterior		\$73,500.00	2012
Family Resource Building – Interior Rehabilitation		\$60,000.00	2013
Family Resource Building – Upgrade Commercial Kitchen Ventilation		\$5,000.00	2013
Total Estimated Cost Over Next 5 Years		\$1,698,500.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
<b>NY06P011003</b>	<b>Spallino Towers</b>	<b>5</b> (as of 11/5/06)	<b>3%</b>
Description of Needed Physical Improvements or Managements Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Clean Ductwork – Building Verticals		\$210,500.00	2009
Interior Rehab – Corridors		\$100,000.00	2009
Replace Lobby Furniture		\$10,000.00	2009
Install New Apartment Doors		\$120,000.00	2010
Entrance Canopy		\$30,000.00	2010
Replace Main Kitchen Drains		\$300,000.00	2010
Renovate Vestibule Heater		\$7,000.00	2011
Replace Pneumatics in Penthouse		\$20,000.00	2011
Replace Front Entrance Doors		\$20,000.00	2012
Replace Incandescent Lights		\$30,000.00	2012
Replace Boilers		\$15,000.00	2013
Expand Security Camera System		\$20,000.00	2013
Total Estimated Cost Over Next 5 Years		\$872,500.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
<b>NY06P011005</b>	<b>Wrobel Towers</b>	<b>11</b> (as of 11/5/07)	<b>4%</b>
Description of Needed Physical Improvements or Managements Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Landscape Entrance and Patio Area		\$30,000.00	2009
Replace Lobby Furniture		\$10,000.00	2009
Exterior Rehabilitation		\$675,000.00	2009
New Apartment Entrance Doors		\$130,000.00	2009
Rehab Elevator Controls		\$75,000.00	2010
Improve H/C Entrance in 08/09 Units		\$200,000.00	2010
Replace Elevator Cables		\$25,000.00	2010
Interior Rehab – Corridors		\$125,000.00	2011
Replace Roof and Insulate		\$500,000.00	2011
Expand Security Camera System		\$20,000.00	2012
Bathroom Rehab		\$1,200,000.00	2013
Total Estimated Cost Over Next 5 Years		\$2,990,000.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
<b>NY06P011007</b>	<b>Packard and Center Courts</b>	<b>14</b> (as of 11/7/07)	<b>8%</b>
Description of Needed Physical Improvements or Managements Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Exterior Renovations		\$475,000.00	2009
Insulate Crawlspace (Packard Court)		\$175,000.00	2009
Install Sumps in Crawlspace (Packard Court)		\$100,000.00	2010
Replace Gas Lines in Crawlspace (Packard Court)		\$320,000.00	2010
Replace Furnaces (Packard Court)		\$360,000.00	2010
Replace Garbage Collection System (Packard Court)		\$50,000.00	2011
Install Dumpster Pads (Packard Court)		\$400,000.00	2011
Roof Replacement (Packard Court)		\$300,000.00	2012
Packard Court Community Center - Landscaping		\$20,000.00	2012
Packard Court Community Center – Gym Rehab		\$75,000.00	2013
Remove Clothes and Garbage Can Poles (Packard Court)		\$400,000.00	2013
Total Estimated Cost Over Next 5 Years		\$2,675,000.00	

Capital Fund Grant Number NY06P011501 08

FFY of Grant Approval: (09/2008)

Capital Fund Grant Number NY06P011501 08

FFY of Grant Approval: (09/2008)

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
<b>NY06P011008</b>	<b>Scattered Site</b>	<b>0</b> (as of 11/5/07)	<b>0%</b>
Description of Needed Physical Improvements or Managements Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Siding		\$12,000.00	2009
Renovate Kitchen		\$7,500.00	2010
Replace Windows		\$7,000.00	2011
Replace Roof		\$9,000.00	2012
Replace Sewer Line		\$5,000.00	2013
Total Estimated Cost Over Next 5 Years		\$40,500.00	

***Niagara Falls Housing Authority  
Comprehensive Agency Plan Meeting  
Resident Advisory Board  
Monday, October 29, 2007 – 10:00 a.m.  
744 Tenth Street – Boardroom***

**In Attendance:**

**Stephanie W. Cowart, Executive Director**  
**Patricia L. Barone, Deputy Executive Director**  
**W. Lee Whitaker, Director of Occupancy**  
**Lori J. Zimpfer, Director of Maintenance and Modernization**  
**Annie Fields-Chapman, General Manager/Doris W. Jones Family Resource Building**  
**Khaleelah Shareef, Director, Packard Court Community Center**  
**Angela L. Smith, Manager/Harry S. Jordan Gardens and Scattered Sites**  
**Marcia Massaro, Manager/Anthony Spallino Towers and Henry E. Wrobel Towers**  
**Ida P. Seright, Manager/Packard Court**  
**Margaret A. Smith, Manager/Center Court**  
**Kelly A. Mariano, Tenant Services Coordinator**  
**Vivian Watkins, Member, NFHA Board of Commissioners (Senior Rep.)**  
**Annie M. Porter, Member, NFHA Board of Commissioners (Family Rep.)**  
**Louise Channing, President, Spallino Towers Tenant Association**  
**Robert Seefeldt, President, Wrobel Towers Tenant Association**  
**Owen Steed, President, Center Court Tenant Association**  
**Jessica Castro, Acting President, Packard Court Tenant Association**  
**Joyce Sanders, Acting President, Harry S. Jordan Gardens Tenant Association**

Ms. Cowart opened the meeting and welcomed everyone in attendance. She explained that the purpose of the meeting was to seek resident input for the Niagara Falls Housing Authority's Agency Plan that will be submitted to the U.S. Department of Housing and Urban Development. She further stated that in addition to the Comprehensive Agency Plan meeting, there are many meetings held throughout the year in which the Housing Authority has the opportunity to garner input and respond to resident needs – Resident/Management Chats, Tenant Association meetings and Maintenance/Modernization meetings. Ms. Cowart stated that the Housing Authority strives for continual communication and collaboration.

Ms. Cowart stated that the Housing Authority's annual Public Hearing would be held at 5:00 p.m. on Friday, November 16, 2007 at the Doris W. Jones Family Resource Building and encouraged everyone's attendance.

Introductions were made.

## **I. Mission Statement, Goals and Objectives**

Ms. Cowart distributed the Housing Authority's Five Year Plan, which included the mission statement, goals and objectives. The mission statement, goals and objectives were read aloud and discussed. Comments were as follows:

### **Mission Statement**

Ms. Cowart made special note of a change to the Housing Authority's Mission Statement. The new Mission Statement is as follows: "We Empower. We Enrich. We Build Strong Communities." Ms. Cowart stated that a more shortsleeve mission was needed to better encompass all the work that the Housing Authority does.

### **Goal One: Manage the Niagara Falls Housing Authority's existing public housing program in an efficient and effective manner.**

No comments were noted.

### **Goal Two: Provide a safe and secure environment in Niagara Falls Housing Authority communities.**

Ms. Cowart asked management staff to make sure that representatives from the Niagara Falls Police Department attend the Resident/Management Chats.

### **Goal Three: Enhance the marketability of Niagara Falls Housing Authority Communities.**

Ms. Cowart stated that Kelly Mariano, Tenant Services Coordinator, is in the process of updating the Housing Authority's website.

Ms. Whitaker discussed the Housing Authority's People and Possibilities cable television show. The show is a half-hour broadcast that is taped by students from Niagara Falls High School. The program features special guest appearances, upcoming programs, job training initiatives, health and safety tips and resident success stories. The show airs daily on the "Our Schools" cable television channel 21.

### **Goal Four: Enhance the image of Niagara Falls Housing Authority Communities.**

Ms. Fields-Chapman stated that the Housing Authority has exceeded its goal of ensuring that fifteen (15) or more positive stories were published in the local media in the year 2007.

### **Goal Five: Improve access for residents to services that support quality of life, economic opportunity and self-sufficiency.**

Ms. Cowart stated that through the HOPE VI initiative, the Niagara Falls Housing Authority has partnered with over seventy (70) community service agencies to bring quality of life programs and services to residents of the Niagara Falls Housing Authority and surrounding neighborhoods. Services include a variety of programs such as budgeting classes, parenting classes, wellness workshops, job training initiatives, GED training, etc.

**Goal Six: To pursue initiatives to revitalize the Niagara Falls Housing Authority Communities and surrounding neighborhood to spur economic growth.**

Ms. Cowart stated that through the HOPE VI initiative and Unity Park Redevelopment initiative, the Housing Authority is leading the way for economic growth. Ms. Cowart detailed the HOPE VI and Unity Park Redevelopment plans:

**HOPE VI**

The Niagara Falls Housing Authority has been selected to receive a Fiscal Year 2006 HOPE VI Revitalization Grant in the amount of \$20 million from the U.S. Department of Housing and Urban Development (HUD) to revitalize our Center Court housing community. Official notification was received on September 22, 2006. HUD received 26 HOPE VI Revitalization Grant applications from across the nation and awarded four grants this year totaling \$71.9 million.

The revitalization plan, developed through a broad-based community planning process (including residents, the City of Niagara Falls, staff, government officials, faith-based representatives and other stakeholders) will demolish the 134 obsolete units in the Center Court neighborhood. The Niagara Falls Housing Authority will construct approximately 280 new housing units on and around Center Court. These modern, well designed units will not just be replacement housing for Center Court residents, but offer a mix of homeownership and low, moderate and upper income level rental units to strengthen the overall social and economic foundation of the community and meet the growing needs of individuals and families who want to live and work in the City of Niagara Falls. The HOPE VI initiative will also bring a host of new construction jobs to the area, of which 30% of those hired will be residents of the Niagara Falls Housing Authority.

**Unity Park Redevelopment Initiative**

The Niagara Falls Housing Authority is a co-development partner of the Unity Park Redevelopment initiative. Owned by an affiliate of Empire State Development Corporation and constructed in the 1970's, Unity Park is a housing community consisting of 198 units of publicly subsidized Section 236 housing that has been vacant and boarded up since June 2004. In fact, in 2003, most of the units were deemed uninhabitable by the State's inspecting engineers. Working closely with prior Unity Park residents and City officials, the Niagara Falls Housing Authority and Norstar created a redevelopment plan that involves the demolition of the existing 198 units and the construction of 40 new modern units.

The total cost of this project is \$9,740,000.

Construction began in 2007 with the demolition of six of the existing structures. Construction has also begun on the 40 new rental units, which consist of 5 one bedroom units, 5 two bedroom units, 16 three bedroom units, 10 four bedroom units and 4 five bedroom units. The use of pitched rooflines, covered porches, ample windows, balconies, brick on the first floor and clapboard on the second floor achieves a strong residential character, which compliments the surrounding residential neighborhood. The townhouses will feature three-to-five bedrooms with two baths and spacious living areas. The units will have modern kitchens and bathrooms with new appliances. Each unit will have a washer/dryer hookup.

Unity Park will also have a community room in a separate building to serve the needs of residents. This building will be 1,250 square feet and house a management office, laundry area, resident meeting space with kitchen and an outdoor patio for summer recreation.

Ms. Cowart asked if anyone had any questions, comments or concerns regarding the Mission Statement, Goals and Objectives. No questions, comments, or concerns were noted.

## **II. Capital Improvement Budget**

Ms. Zimpfer distributed the Niagara Falls Housing Authority's Capital Fund Five Year Plan. The plan included a chart depicting the funding year, work item, site, and estimated cost for the work planned. Ms. Zimpfer stated that this is the Housing Authority's long-range plan for the money HUD provides us.

Ms. Zimpfer noted that Center Court was eliminated from the Five Year Plan due to the HOPE VI revitalization project.

Ms. Cowart stated that a Groundbreaking Ceremony will take place at 11:00 a.m. on Monday, November 19, 2007 at Center Court with a reception to immediately follow at the Doris W. Jones Family Resource Building. All are invited to attend.

Ms. Cowart stated that the revitalization of the Center Court community brings opportunities to all residents, not just residents of Center Court. Ms. Cowart discussed the homeownership opportunities that will be available as a result of the project and encouraged interested parties to call Carol Poole, HOPE VI Coordinator at (716) 285-4440. Ms. Cowart also discussed employment opportunities and job training initiatives.

Ms. Zimpfer displayed a drawing of the exterior renovations that will take place at Packard Court. The buildings at Packard Court will receive new windows, doors, steps and facades (with a brick front). The renovations are designed to improve energy efficiency and improve the overall curb appeal of the community.

Ms. Zimpfer asked each resident leader to speak with their fellow residents to determine any needs that should be addressed at their community. The information will then be prepared for inclusion on the Needs Assessment.

Ms. Channing inquired about the new mailboxes at Spallino Towers. Ms. Zimpfer stated that the new mailboxes will be larger to meet the requirements set forth by the Post Office.

Ms. Cowart asked if anyone had any questions, comments, or concerns regarding the Capital Improvement Budget. No questions, comments, or concerns were noted.

### **III. Resident Participation Activities Subsidy**

Ms. Barone stated that HUD provides Resident Participation funding to assist Tenant Association's with such things as educational workshops, resident council training, leadership training, safety and security workshops, empowerment initiatives, etc.

Ms. Barone asked each Tenant Association President to prepare a list of upcoming activities/programs along with a \$1,000 budget. Responses must be submitted to Miss Barone in writing by November 30, 2007.

Mr. Seefeldt stated that the Wrobel Towers Tenant Association earns apx. \$2,000 per year from proceeds from their pop machine and candy machine. They also hold a 50/50 raffle during special events to help raise money for resident activities.

Ms. Watkins inquired about transportation to area grocery stores and special performances. Ms. Cowart advised Ms. Watkins to contact Annie Fields-Chapman, General Manager of the Doris W. Jones Family Resource Building to make those arrangements.

Ms. Cowart asked if anyone had any questions, comments, or concerns regarding the Resident Participation Activities Subsidy. No questions, comments, or concerns were noted.

### **IV. Statement of Policy (Eligibility, Selection and Admissions Policy)**

Ms. Whitaker states that our residents are our greatest assets and stated that our best advertising is word of mouth.

Ms. Whitaker stated that changes to the Statement of Policy include a new ruling issued by the U.S. Department of Housing and Urban Development regarding Domestic Violence and Stalking. The new ruling gives special attention and consideration to victims of domestic violence and stalking. Another change to the Statement of Policy includes the Admission of College Students.

Ms. Cowart asked if anyone had any questions, comments, or concerns regarding the Statement of Policy. No questions, comments, or concerns were noted.

## **V. Self-Sufficiency Programs**

Ms. Fields-Chapman stated that the ATTAIN Lab, located at the Doris W. Jones Family Resource Building, currently has several job training programs available – Certified Nursing Assistant, Building and Maintenance Trades, Microsoft IT and General Equivalency Diploma (GED) training. Ms. Fields-Chapman stated that the Housing Authority continues to provide training in areas where there are jobs. All programs are FREE and are open to the entire community.

Ms. Fields-Chapman stated that ten (10) individuals recently graduated from the Building and Maintenance Trades program and that all ten are currently employed.

Ms. Fields-Chapman stated that the “Livin’ Large” after-school tutorial program has been highly successful. Currently, there are no available openings in the program. Ms. Fields-Chapman stated that the students also receive a nutritious meal three (3) days per week as part of the Kid’s Café’ program. Nutritious snacks are provided on the remaining two (2) days.

The Universal Pre-Kindergarten Program at the Doris W. Jones Family Resource Building currently has four (4) openings still available. Children must be the age of four by December 31, 2007, to be eligible for the program. Ms. Shareef stated that the Universal Pre-Kindergarten Program at the Packard Court Community Center also has four (4) openings.

Ms. Fields-Chapman stated the Independent Health Foundation’s Good for the Neighborhood program has returned to the Doris W. Jones Family Resource Building for a second year. In its first year, over 550 residents of the Niagara Falls community took part in the program. The program helps individuals and families make better healthcare choices.

Ms. Fields-Chapman stated that the Youth Choir has been highly successful and sought after. Currently, the choir has 50+ members. Upcoming performances include: HANCI’s 80<sup>th</sup> Birthday Celebration to be held on November 4, 2007 at St. John DeLaSalle Church and a performance at the Niagara Frontier Transportation Authority on December 19, 2007.

Ms. Shareef stated that the “The I Can Read” after-school tutorial program at the Packard Court Community Center has also been highly successful and that Native American Community Services is available on Mondays and Thursday from 4:40 p.m. – 6:00 p.m. to assist with empowerment initiatives.

Ms. Mariano stated that the Housing Authority's 15<sup>th</sup> Annual Thanksgiving Feast would be held at 6:00 p.m. on Tuesday, November 13, 2007. The event is open to all Niagara Falls Housing Authority residents and to anyone in need.

Ms. Mariano stated that Senator Antoine Thompson would be distributing turkeys to residents in need. Interested parties are asked to call Linda Walker at (716) 284-5789. 200 turkeys will be available for distribution.

Ms. Cowart asked if anyone had any questions, comments, or concerns. No questions, comments, or concerns were noted.

## **VI. Safety and Crime Prevention**

Ms. Smith stated that resident participation is needed – be watchful, report criminal activity and work as a team. Ms. Smith stated to report problems in a timely manner so issues can be addressed as soon as they arise.

Ms. Smith reiterated the Niagara Falls Police Department's anonymous tip-line– (716) 286-4711.

Ms. Smith stated that representatives from the Niagara Falls Police Department were in attendance at the last Jordan Gardens resident/management chat and they stated they would physically walk the site. Ms. Smith stated that to date, she has not seen the police on foot. Ms. Smith stated that she would contact the Police Department.

Ms. Massaro stated that guards are now on duty at Spallino and Wrobel Towers 24 hours per day, 7 days per week.

Ms. Zimpfer asked the residents to report any lighting that is out at their perspective sites. She advised them to call in work orders immediately, as lighting is a huge crime deterrent.

Joyce stated that there is only one light at Unity Park construction site and that she foresees it being a problem for crime as work progresses. Ms. Cowart asked Ms. Zimpfer to e-mail Linda Goodman regarding the problem.

Ms. Cowart asked if anyone had any questions, comments, or concerns. No questions, comments, or concerns were noted.

## **VII. Other**

Ms. Cowart stated that the NFTA would create new bus routes for the Center Court neighborhood. She stated that there is power in numbers and appreciated those who attended the meetings.

**Ms. Cowart asked attendees if they would like to share any final thoughts on the meeting. Comments were as follows:**

Ms. Castro stated that she would share the information she received with her fellow residents at Packard Court.

Ms. Seright stated that she would like to see more young people at the Resident/Management Chats.

Ms. Watkins stated that she would like to see residents from Wrobel Towers and Spallino Towers interact more with each other.

Mr. Steed stated that he would like to see more participation at the Tenant Association Meetings.

Ms. Shareef stated that she enjoyed sharing ideas and that we all must work together and be supportive of each other.

Ms. Smith stated that she would like to thank Mr. Steed and Ms. Porter for all their efforts at Center Court.

Mr. Seefeldt stated that he looks forward to working with everyone and enjoys working on a team.

Ms. Smith reiterated the People and Possibilities Cable Television Show and asked everyone to tune in.

Ms. Cowart stated that she would like to capitalize on the energy in this room today and continue efforts.

## **SECTION XVII**

### **NIAGARA FALLS HOUSING AUTHORITY** **PET POLICY AND LEASE** EFFECTIVE 04/01/01

#### **Purpose**

The purpose of the Niagara Falls Housing Authority Pet Policy is to insure that those residents who desire pets are responsible pet owners, and that those residents who do not desire pets are not inconvenienced by pets on the premises. It also is intended to assure that pets on premises are properly cared for. Further goals of this policy are to assure a decent, safe, and sanitary living environment for existing and prospective tenants, and to protect and preserve the physical condition of the premises and the financial interest of the Niagara Falls Housing Authority ("NFHA") in the premises.

**Definition-** Niagara Falls housing Authority will hereafter be referred to as 'Management' or 'NFHA'.

#### **17.1 Ownership**

- A. **OWNING A PET WITHIN THE NIAGARA FALLS HOUSING AUTHORITY'S PROPERTIES IS A PRIVILEGE THAT MUST NOT BE ABUSED.**
- B. **Where ownership of the pet may be by a person who is *other than* the head of household, it shall be the responsibility of the head of household to inform and enforce all rules and take responsibility for the acts or failure to act by the actual owner.**

#### **17.2 Incorporation into lease**

This Pet Policy is incorporated by reference into the Lease Agreement of each tenant of the NFHA. This Pet Policy shall be publicly posted in a conspicuous manner in all NFHA offices and shall be made available to any tenant.

#### **17.3 General Policy**

All pets permitted within the NFHA will be with the approval of the management. Permission to maintain a pet will not be unreasonably withheld if all terms of this Pet Policy are met and the presence of the pet on the premises does not frustrate the purpose, requirements and goals of this Pet Policy as set forth.

**17.4 Pet Registration and Annual Registration Fee**

A. Tenants desiring pets must fill out an *Application/Permit Registration* form and sign this *Pet Policy* **before** any pet is introduced into the apartment. If the tenant refuses to sign, no pet will be permitted.

**Where pets are brought in without prior Housing Authority approval, a Thirty-Day Notice for entire household to quit premises will be issued.**

- B. A **\$25.00 registration fee** for dogs and cats is required initially and annually at time of reexamination (except in senior citizen housing; per 24CFR 5.3). All shots must be kept up to date each year and proof submitted at tenant's annual reexamination.
- C. **Residents may be denied pet registration approval if management determines that the tenant was/is unable to fulfill their past or future obligations as a pet owner or are unable to adhere to the terms of the lease or pet rules.**

**17.5 Types, Number, and Size of Pet** - (For purposes of this section, guide dogs/service animals are not considered pets.)

**NO DOGS ARE ALLOWED AT PACKARD COURT, CENTER COURT, AND JORDAN GARDENS.**

A. ***Pets permitted*** per household include:

**one** dog, not to exceed 20 lbs when fully grown (approx 12-18 months old);

**OR**

**one** domestic cat not to exceed 20 lbs.; **OR**

**one** tank of fish (maximum tank size - twenty gallons); **OR**

**two** caged birds (parakeets, lovebirds, or canaries only); **OR**

**one** small caged domestic animal (i.e. Guinea pig or hamster or gerbil)

B. ***Pets prohibited*** include:

rabbits

lizards

snakes

iguanas

salamanders

ferret

mice/rats

chameleon

crocodiles/alligators

circus animals

monkeys

fish such as Oscars, Piranha which are known to be dangerous dogs including, but not limited to: Pit Bulls, Dobermans, Rottweilers, or mixed breeds which contain the these breeds.

C. ***Exceptions***

Any exceptions are subject to the judgment and written approval of the NFHA.

**17.6 Grand Fathered Pets**

- A. Existing approved pets may be *grand fathered* with written approval of the NFHA. All *grand fathered* pets are subject to all other requirements of the Pet Policy, including the annual registration fee, with the exception that existing security deposits will not be required to be increased to \$200.00.
- B. When replacing a previously approved pet (due to death or other reason) with another, the amount of security deposit paid for the new pet must equal to the amount currently in effect for new pets.

**17.7 Licensing of Pets**

The City of Niagara Falls requires that all owners of dogs must legally license their pet annually. A copy of the license/license renewal must be submitted to the Housing Authority prior to occupancy by the pet and annually thereafter.

**17.8 Security Deposit**

A security deposit of \$200 for a cat or dog and \$50 for all other allowed pet types (see "Types of Pets Allowed") is required **before** entrance of a pet. This is an obligation in addition to any other financial obligations generally imposed on tenants by terms of their leases. The NFHA will use the pet deposit only to pay reasonable expenses directly attributable to the presence of the pet in the project, including (but not limited to) the cost of repairs and replacement to, and fumigation of the tenant's apartment or other units or areas directly or indirectly associated with the pet. The NFHA will refund any unused portion of the pet deposit to the tenant within 30 days after the tenant moves from the apartment. The pet deposit is not part of the rent payable by the tenant.

**17.9 Grooming/Exercise for Dogs and Cats**

- A. All dogs and cats must be brushed regularly, for hygienic purposes.
- B. Toe nails - cats should have a scratching post (or similar) and have toe nails clipped. Dogs must also have nails clipped, as necessary, so as not to damage flooring.
- C. Exercise and waste elimination - **pet exercise and waste elimination may only take place off NFHA property**. When pet elimination accidentally takes place on NFHA property, a *pooper scooper* must be utilized immediately for clean up. A second violation of this rule may result in the immediate removal of the pet from the premises and the loss of future privilege of pet ownership for said tenant.

## 17.10 Damages

### A. Current Damages

All violations and immediate damages, repairs, or clean up on the NFHA grounds or premises by the NFHA staff which are caused as a result of pet ownership will be charged promptly to the owner=s account. Charges will be based on the current hourly rates and material costs. A >pooper scooper= charge of not less than **\$10.00\*** will be assessed automatically for droppings which are removed by NFHA staff from the outside grounds. A charge of not less than **\$25.00\*** will be assessed for interior cleaning. A warning letter will accompany the charge. A *Thirty Day Notice To Quit Premises* may accompany the second offense.

\*(Charges will escalate based on amount of clean up required. In addition, tenant may be assessed the cost of extermination where infestations (fleas) resulted from pet ownership.)

### B. Vacate Damages

Head of Household is responsible for paying the cost of repairing any damages done to any property owned by the NFHA which has been caused by a pet while in residence (either legally or illegally), whether the damages are within the apartment or outside on the grounds, including any part of the building itself. This includes furniture and shrubbery, tile, walls, windows, rugs, etc. The NFHA will assess reasonable costs for damages and tenant is responsible for making payment in full, including any amount in excess of the security deposit.

## 17.11 Visiting Pets

**GUESTS MAY NOT BRING THEIR PETS ONTO NFHA PROPERTY AT ANY TIME.**

No visiting pets are allowed for any duration, under any circumstances. It is the responsibility of the tenant to inform and enforce this rule with visitors.

## 17.12 Neutering/spaying

Neutering/spaying of dogs and cats at the appropriate veterinarian recommended age is **MANDATORY**. If the tenant refuses to have a pet properly neutered/spayed in a timely manner, the pet may be removed from the premises pursuant to any means or procedure referred to in this section of this policy on "Pet Removal".

## 17.13 Pet Offspring

- A. No pet, already pregnant, may be introduced into any unit. Veterinarian certification is required.
- B. No pet offsprings will be allowed.

- C. Tenants are advised that pets that become pregnant while residing in NFHA properties are often pets that have been allowed to roam, escaping the attention of their owner. Such pets and free-roaming pets may be removed from the premises pursuant to any means or procedure referred to in the section of this policy on "Pet Removal". Since the NFHA **requires neutering/spaying**, such cases will be looked upon with extreme disfavor.

#### **17.14 Medical Care**

- A. Before any pet is allowed in the apartment, and annually thereafter, a certificate or letter from the veterinarian must be submitted which states that the pet has been examined, is in good health, and is current with all medical shots as recommended by a veterinarian or as required by State or local law ordinance or regulation (based on age of pet).
- B. Puppies and/or kittens may be admitted with preliminary shots only, as long as the tenant provides proof within three (3) to six (6) months that the necessary succeeding shots have been administered by a veterinarian.

#### **17.15 Pet Behavior**

- A. If, in the opinion of management and after **two (2) warnings** to the owner, a pet continues to be disruptive, noisy (barking) and/ or a nuisance to neighbors, or the community at large, the pet shall be removed by any means or procedure referred to in the section of this policy on "Pet Removal". Nuisance shall include, but is not limited to pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more to the disturbance of any person at any time of day or night, regardless of whether the tenant is home or not. Consideration shall be given to the duration of time between incidences in making a determination on the need for pet removal.
- B. New pets will be given 30 days to 'adjust' to apartment living, so as not to violate this policy. If after 30 days the pet has not adjusted, the pet will be required to leave.

#### **17.16 Immediate Pet Removal**

If a pet viciously jumps on, menacingly growls with intent to do harm , or attacks and bites\* a resident, visitor, contractor or staff person, the pet may be required to be **removed immediately** at the discretion of management and pursuant to any available means or procedures referred to in the section of this policy on "Pet Removal" or under state or local law.

\*Puppies in the normal course of development are known to 'nip' when teased. Tenants are encouraged to discuss and teach children and other family members to

not intentionally tease, irritate, agitate, or harass the puppy which will result in nipping tendencies. While puppy nipping may not be initially handled as requiring immediate pet removal, verifiable statements which support on going nipping tendencies may require temporary removal.

## **17.17 Pet Passage on NFHA Property**

### **A. Dogs**

1. **Dogs may not roam at will** - They may pass public spaces for the purpose of being walked, or going to other homes or to the parking lot for transportation.
2. **Use of elevators** - pets may only be taken onto elevators when the elevator is unoccupied or when the pet owner first asks whether anyone on the elevator has an objection to the pet being brought on. Pet must be carried and under tenant=s control while on the elevator. If any objection to the pet boarding the elevator is raised by anyone on the elevator, the tenant and the pet must wait for the next elevator and follow the same procedure.
3. **Dogs must be leashed or held by their owners when in transit, including when on elevators** - The Niagara Falls City Code 701.04 states, ["No person owning, harboring or having the care, custody or charge of any dog shall allow, or permit such dog, whether in the company of any person or not, to run at large in the City of Niagara Falls except on leash. Such dogs shall not be permitted to run at large at any time of the year except on leash." (Amended 5/8/72.)]
4. **Pets are not allowed to defecate or urinate on NFHA property** - Owners must comply with the City of Niagara Falls regulations on pet defecation. If a dog accidentally defecates on NFHA property, the owner is responsible for removing (pooper scooper)and properly disposing of said pet waste in a concealed, double tied plastic bag. If not done, this will be grounds for removal of the pet pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal". If the dog urinates on the grass, shrubs, trees or flowers on NFHA grounds, the owner is responsible for any and all replacement costs of damages incurred. The pet will be removed after three warnings, pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal".

### **B. Cats**

1. **Cats may not roam at will** - Cats will not be permitted outside of their apartments unless they are caged or held by their owner when in transit including on elevators.
2. **Cats** may pass through public spaces only for the purpose of going to the veterinarian or going to other homes and must be carried or under the control (leashed) of the resident.

### 17.18 Care of the Apartment

- A. Apartments containing pets must be kept clean and free of odors at all times.
- B. Commercial waterproof cat litter pans and odor proof litter must be used for cats... NOT sand, newspaper or earth.
  - 1. Litter pans must be used and cleaned daily and kept odor free.
  - 2. **LITTER MUST BE DISPOSED OF IN DOUBLE TIED PLASTIC BAGS WHICH ARE PROMPTLY PLACED OUTSIDE IN GARBAGE CANS. NFHA strongly recommends the use of "*Scoopable*" cat litter. LITTER MUST NOT BE FLUSHED DOWN TOILETS, SINKS OR TUBS OR DUMPED DOWN THE COMPACTOR. Once per week the entire litter box is to be dumped out, cleaned, sanitized\*, and refilled with new litter. If litter odor becomes a verifiable problem, the NFHA may insist and make mandatory the use of "*scoopable*" litter.**

\*no sanitizing is to take place in bath tubs or bathroom/kitchen sinks.

### 17.19 Care of Pet

- A. **Pet owners must take good care of their pets are all times.** Any reported acts of misuse or abuse of pets will be addressed by the NFHA.
- B. Cats must be *declawed* (front) at appropriate age as determined by a veterinarian if there is any indication that the need for NFHA to require same becomes evident.
- C. Dogs and cats must be under an effective veterinarian recommended flea and tick prevention program year round. Proof of such program must be submitted annually to the Authority.

### 17.20 Tenant's Ability to Care for Pet

A doctor's certificate must be provided to verify an individual's ability to care for the pet, where management reasonably believes same it is questionable.

### 17.21 Absence of Owner

- A. No pet may be unattended for more than 12 hours, for any reason. If a pet owner goes on an extended leave or vacation or becomes ill, arrangements must be made for proper care of the pet.
- B. If management finds the pet is not properly cared for, the pet will be immediately removed to a shelter pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal".

- C. Pet owners must leave with management the name and address of a person to contact if the tenant cannot take proper care of their pet. NFHA will not be held responsible for staff's inability to contact such person.

#### 17.22 Emergency Care Giver

- A. Tenant must identify and document willingness of two (2) third party persons (third party must sign) who will, within twelve (12) hours of notification remove and care for the pet in the event of sudden illness, injury, or death of the tenant.
- B. In the event that the designated party cannot be reached or fails to act within 24-48 hours, depending on pets' needs, management will turn the pet over to the Humane Society and assume no further responsibility for its being.
- C. Care giver is to be re-certified annually and provide an up-to-date day and evening phone number.

#### 17.23 Employee/Contractor Safety

- A. At any time, in the absence of the pet owner/tenant for any length of time, the pet **must be caged** for the safety of staff/contractors who periodically must enter tenant units by tenant request or for emergencies.
- B. While the owner or other responsible household members are at home, the pet must be caged immediately upon entry by staff persons/contractors.
- C. If a pet causes harm to any employee or contractor, the pet=s owner shall be required to immediately remove the pet from Housing Authority property within 24 hours of written notice from the Housing Authority. Such removal shall not be construed as a wavier of the tenant=s rights under the grievance procedure. The pet owner may also be subject to termination of his/her dwelling lease.

#### 17.24 Hold Harmless

- A. The tenant assumes full responsibility and liability for the pet and agrees to hold the NFHA harmless from any claims caused by an action or inaction of the pet or its owner.
- B. The tenant may not hold the Housing Authority, individual employees, seasonal help, or contractors working for the Housing Authority responsible for loss or other damages where tenant=s pet may accidentally escape from the confines of the unit while such person is making entry or leaving the premises or be accidentally injured in the conduct of Housing Authority business. Employees will take great care to minimize any incident.

## 17.25 Signage Required

The tenant must identify by means of an entrance door sticker that a pet is housed therein. Tenant may obtain such decals from the office. It is to be placed on the exterior of both main entrance doors (front and rear) immediately below the door window/peephole (or at some other 'eye level' location as designated by the Authority).

## 17.26 Abuse of Pets

**TENANTS ARE REMINDED THAT PETS NEED LOVE, PROPER FOOD, FRESH WATER, PROFESSIONAL HEALTH CARE, AND GOOD GROOMING. DOGS REQUIRE WALKING AS NEEDED.**

- A. If, in the opinion of management a pet is not being properly cared for, the pet may be removed after one (1) warning pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal".
- B. If a pet is physically abused, the pet will be immediately removed pursuant to any available means or procedure referred to in the section of this policy on "Pet Removal", at the owner's expense.

## 17.27 Pet Removal

- A. A pet may be removed from the premises pursuant to any State or local laws, ordinances, or regulations, or pursuant to the NFHA grievance hearing procedure. Management reserves the right to choose the most expeditious remedy, process, or procedure available according to the circumstances or urgency of the case.
- B. In the event that State or local laws, ordinances, or regulations differ or conflict with the provisions or requirements of the NFHA grievance procedure in any way, management may pursue the most expeditious remedy or procedure, including any State or local remedy or procedure to the exclusion of the NFHA grievance procedure as permitted by law and 24 Code of Federal Regulations Part 942.
- C. Nothing prohibits the NFHA or an appropriate community authority from requiring the removal of any pet from a premises, if the pet's conduct or condition is duly determined to constitute, under the provisions of State or local law, a nuisance or a threat to the health or safety of other occupants of the NFHA premises or other persons in the community where the project is located. This includes, but is not limited to, situations in which immediate action is needed for removal of any pet from the premises pursuant to State or local laws, ordinances or regulations to preserve the health, safety or welfare of the pet, or the health, safety, welfare, or right to peaceful enjoyment of the premises of any person.

- D. Tenants are advised that pets may, among other things, be seized, impounded and disposed of, for a variety of State and local animal violations including, but not limited to: stray pets, pets creating a threat to public health, safety or welfare, injury caused by pets, and cruelty to pets.
- E. In cases in which State or local remedies, processes or procedures are not initially utilized for removal of the pet, any decisions made by judgment of management that a pet must be removed from the premises (either temporarily or permanently) shall be presented in writing to an adult member of the household or the owner. After removal of the pet, owner may request a grievance hearing pursuant to the NFHA grievance procedure to determine whether or not pet must be permanently removed or may be returned to pet owner.

#### 17.28 **Death of Pet**

- A. The pet owner is responsible for arranging for disposal of any dead pet.
- B. The remains of the pet must be removed from NFHA property. No pets may be buried on NFHA property.

#### 17.29 **When You Vacate**

The pet owner must pay the full cost for professional rug shampooing, deodorizing and/or de-fleaing of the apartment, if in the judgment of the NFHA it is necessary before a new tenant can take possession of the apartment or adjoining apartment which may also have been affected. If such costs are in excess of the security deposit, tenant remains responsible for payment in full.

#### 17.30 **Miscellaneous Rules**

- A. **Pet bedding** shall not be washed in any common laundry facilities of the Authority.
- B. All dogs and cats must wear a **pet tag** bearing the resident's name, address and telephone number.
- C. Pets cannot be kept, bred or used for any commercial or illegal purpose.
- D. **Restricted areas** - No pets may be brought inside any area of the Housing Authority used to conduct public housing business. These include but are not limited to the following areas: offices, shops, recreational/learning facilities, rec rooms, laundry rooms.
- E. Pets may not be **tied or chained** in any fashion to any fixtures or appurtenances inside or outside the tenants unit for any reason.

- F. Dog or cat **leash length** may not exceed five (5) feet in length to allow for proper control of pet.
- G. All pets MUST be **housebroken** as soon as possible and material such as newspapers used for house breaking must be properly double bagged, tied, and immediately placed for disposal in tenants outside cover garbage can (family units) or dumpster (highrise).
- H. Water and bleach or other >strong= disinfectant is to be used if the pet inadvertently urinates, sprays, or defecates in an apartment or common area.

17.31 **Captions**

Captions or paragraph headings contained in this lease are set forth for convenience of reference only and do not affect the substance of the paragraphs so captioned.

17.32 **Counterparts**

The signing of this Pet Policy by the tenant and NFHA may be executed in several counterparts, each of which shall be considered to be an original.

17.33 **Survival of Portions of the Policy**

If any portion of this Pet Policy is invalid or contrary to law, the rest of the policy shall remain in effect.

17.34 **No Waiver**

The failure of the NFHA or the tenant to exercise any right or remedy as provided herein shall not affect the right to do so at a later date for similar or other causes.

17.35 **Deviation**

Any deviation of this policy must be in writing from management.

# RESIDENT SATISFACTION

## **SAFETY PLAN INITIATIVE**

### **Meet with Residents**

At quarterly manager/resident chat meetings, 'safety' will be a regular item on every agenda. Safety issues as presented will be summarized and follow up resident surveys will follow to determine if the greater number of residents have similar concerns. (i.e. "Do you have safety concerns?" "Did you attend meeting?" "If not, why not?" "Were your issues addressed?")

Special meetings: when real safety issues arises, NFHA will conduct 'special' meetings. Notice of such meetings will be Posted in all common areas and /or delivered to each apartment (based on the urgency )

### **Know your neighbors**

'Floor meetings' in the high rises on each floor will be held periodically if group meetings are not successful. This will encourage residents to get to know their neighbors.

### **Form committees**

Attempt to form a committee at each site to deal with safety. Ask for resident volunteers, as well as personally solicit individuals to be on committee.

Invite area Police Officers to speak at resident meetings annually, regarding safety tips.

Advisory committees comprised of residents, agency people, and police, will be encouraged to meet **semi-annually** and give input. Resident representatives will report to residents at resident council meetings.

### **Distribute Literature**

Excerpts from Triad flyers & McGruff 'Safer Seniors' will be included in tenant newsletters.

### **Post information**

Designated areas of the lobby bulletin boards will be used for posting safety information (to be maintained by resident volunteers). 'Safety ' poster contest will be presented at organized children's activities at Packard Court, Center Court, and the Family Resource Building. The winning poster will be announced in the *Tenant Newsletter* and a small prize presented to the winner annually. The contest winner's poster will be displayed at each site.

### **Invite guest speakers**

Neighborhood watch groups, fire, police, Red Cross, Triad, and others will be invited periodically to speak to residents and the community-at-large. Tenants will be notified in advance and information about the meeting put on cable television's *Community Billboard*.

### **Safety column**

Have a regular safety column in Niagara Carrier and depict a different safety issue of interest to the residents at each printing. Print the 'non-emergency' police number at the beginning of the column 286- 4711.

### **I'M O.K.**

Attempt once again to re-establish "I'M OK" on each floor. Stress importance of I'M OK. Require residents to participate unless they 'sign off' that they do not want to participate.

### **Speak out**

Invite NFHA Staff to resident meetings to hear "safety issues" first hand. This will validate concerns and can empower residents.

### **Surveillance cameras**

Include surveillance camera cost in Five (5) Year Plan or upcoming annual budget. Target areas of concern, such as parking lots as indicated by resident satisfaction survey at high rises.

### **Additional lighting**

Survey sites quarterly to determine 'lights out' and need for additional lights.

### **Response Time**

Inform maintenance administration, via copy of work orders, of tenant complains about safety issues that are directly related to maintenance such as 'burned out' project lighting bulbs, bushes that have grown too tall, etc.

### **Site inspection**

Utilize staff to make monthly lighting inspections after dusk, by utilizing a site plan/map of existing lighting. 'Mark off' any unlit lights on poles or buildings and have replacement of same given greater priority than regular work orders.

### **Response Acknowledgment**

Where tenants lodge a complaint about a safety issue or other important issues, send a reply (form letter)' thanking them for their concerns' and assure them of our intention to correct same. Encourage them to contact us again soon if the problem is not fixed in a timely manner.

### **Grant seeking**

Periodically *surf the web* for foundations and grants that address safety issues.

### **Police Officers**

Continue gatherings with 'Parents and Police as Partners" to encourage familiarity between officers and residents.

**November 21, 2003**





**CAPITAL FUND 2004 – NY06P01150104 (REVISION #3 – EFFECTIVE APRIL 12, 2007) (Performance and Evaluation Report dated September 30, 2007)**

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
Mgmt. Improvements PHA Wide	Improve Resident Skills & Abilities through Empowerment & Economic Development – Continue tenant training and self-sufficiency initiatives through small business training, leadership development.	1408	Lot	17,000.00	7,643.49	7,643.49	7,643.49	Line Item Completed	
	Staff Training & Education Program increasing skills (e.g. communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance.	1408	Lot	50,000.00	32,141.41	32,141.41	32,141.41	Line Item Completed	
	Improve Employee Morale & Relations - Provide workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.	1408	Lot	5,000.00	500.00	500.00	500.00	Line Item Completed	
	Improve Resident & Community Relations - Training will include understanding who our customers are and the purpose/mission of the Housing Authority.	1408	Lot	5,000.00	1,050.00	1,050.00	1,050.00	Line Item Completed	
	Address Marketability of Housing Authority Developments - Develop and Implement Marketing Strategies. Develop a Master Plan for the Authority.	1408	Lot	5,000.00	17,000.00	17,000.00	11,418.00	Lee – Marketing (Time Warner) Line Item Expenditure Ongoing	
	1408 Sub-Total			82,000.00	58,334.90	58,334.90	52,752.90		
Signature of Executive Director and Date:					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				
STEPHANIE W. COWART, EXECUTIVE DIRECTOR					9/30/07				

CAPITAL FUND 2004 – NY06P011 – 50104 (REVISION #3 – EFFECTIVE APRIL 12, 2007) (Performance and Evaluation Report dated September 30, 2007)

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
Operations PHA Wide	Transfer to Operating Budget	1406	Lot	164,451.00	164,451.00	164,451.00	164,451.00	Drawdown to Operating
	1406 Sub-Total			164,451.00	164,451.00	164,451.00	164,451.00	Fully Obligated/Expended
Administration PHA Wide	Technical Salaries	1410.2	8% of Grant	130,504.00	130,504.00	130,504.00	130,504.00	Mod Dept. Salaries/Benefits
	Employee Benefits	1410.9	2% of Grant	36,785.00	36,785.00	36,785.00	36,785.00	
	1410 Sub-Total			167,289.00	167,289.00	167,289.00	167,289.00	Fully Obligated/Expended
Fees & Costs PHA Wide	A/E Services	1430.1	Lot	168,000.00	168,000.00	168,000.00	153,240.58	Conway \$49,000. , Rosenberg \$43,062. PHA/ABT \$62,975.,NYSERTA \$3000
	1430 Sub-Total			168,000.00	168,000.00	168,000.00	153,240.58	VOIDED CHECK, Obligate to TRM (Lobbys) \$12,963.00 - ONGOING
NY06P011002 Harry S. Jordan Gardens	Exterior Rehabilitation	1460	Lot	178,000.00	178,000.00	178,000.00	178,000.00	C.H. Byron – Project Closed
	Upgrade Domestic Hot Water Piping Valves	1460	Lot	64,878.77	64,878.77	64,878.77	64,878.77	Roberson – Project Closed
	1460 Sub-Total			242,878.77	242,878.77	242,878.77	242,878.77	Fully Obligated/Expended
NY06P011003 Anthony Spallino Towers	Replace Hot Water Tank	1460	Lot	49,862.00	49,862.00	49,862.00	49,862.00	Roberson – Project Closed
	Suite Conversion	1460	Lot	284,715.42	284,715.42	284,715.42	284,715.42	Balance Paid to WSJ – May 2007
	1460 Sub-Total			334,577.42	334,577.42	334,577.42	334,577.42	Fully Obligated/Expended
	Relocation Costs – Suite Project	1495.1	Lot	37.45	37.45	37.45	37.45	Cooks Moving – Suite Conversion
	1495.1 Sub-Total			37.45	37.45	37.45	37.45	Project Closed - Fully Obligated/Expended
NY06P011007 Packard Court and Center Court	Bathroom Renovations	1460	158/127 Units	412,626.56	436,291.66	436,291.66	436,291.66	Rand & Jones – \$436,291.66 Balance to 2005-50105
	Roof Replacement – Packard Court	1460	Lot	60,849.00	60,849.00	60,849.00	60,849.00	Thompson Roofing – Project Closed
	1460 Sub-Total			473,475.56	497,140.66	497,140.66	497,140.66	Fully Obligated/Expended

Signature of Executive Director and Date:  
 STEPHANIE W. COWART, EXECUTIVE DIRECTOR 9/30/07

Signature of Public Housing Director / Office of Native American Programs Administrator and Date:

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.



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

CAPITAL FUND 2004 - NY06P011 – 50104 (REVISION #3 – EFFECTIVE APRIL 12, 2007) (Performance and Evaluation Report dated September 30, 2007)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA Wide Management Improvements	9/13/06			9/13/08			Obligation and Expenditure Deadlines In Accordance with ELOCCS System.
NY06P011002 Harry S. Jordan Gardens	9/13/06			9/13/08			
NY06P011003 Anthony Spallino Towers	9/13/06			9/13/08			
NY06P011005 Henry E. Wrobel Towers	9/13/06			9/13/08			
NY06P011007 Packard Court and Center Court	9/13/06			9/13/08			
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
Stephanie W. Cowart, Executive Director		9/30/07					

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

PHA Name: NIAGARA FALLS HOUSING AUTHORITY	Budget Revision Effective: August 8, 2007	Grant Type and Number (P&E 9/30/07) CAPITAL FUND - NY06P011-50105	FFY of Grant Approval 2005
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Original Annual Stmt.  
  Reserve for Disasters/Emergencies  
  Revised Annual Stmt./Revision No.   2    
  Performance and Evaluation Rpt. for Program Yr. Ending   9/30/2007    
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised(1)	Obligated	Expended
1	Total Non-CFP Funds	- 0 -	- 0 -	- 0 -	- 0 -
2	1406 Operations (May not exceed 20% of line 19)	159,000.00	78,812.95	78,812.95	23,382.35
3	1408 Management Improvements - Soft Costs / Hard Costs	111,921.00	64,973.22	64,973.22	49,202.12
4	1410 Administration	152,391.00	151,887.87	151,887.87	118,552.66
5	1411 Audit	- 0 -	- 0 -	- 0 -	- 0 -
6	1415 Liquidated Damages	- 0 -	- 0 -	- 0 -	- 0 -
7	1430 Fees and Costs	140,000.00	135,237.00	135,237.00	71,507.00
8	1440 Site Acquisition	- 0 -	- 0 -	- 0 -	- 0 -
9	1450 Site Improvement	- 0 -	- 0 -	- 0 -	- 0 -
10	1460 Dwelling Structures	920,600.00	483,658.34	483,658.34	483,658.34
11	1465.1 Dwelling Equipment - Nonexpendable	- 0 -	- 0 -	- 0 -	- 0 -
12	1470 Nondwelling Structures	30,000.00	599,342.62	599,342.62	28,075.00
13	1475 Nondwelling Equipment	- 0 -	- 0 -	- 0 -	- 0 -
14	1485 Demolition	- 0 -	- 0 -	- 0 -	- 0 -
15	1490 Replacement Reserve	- 0 -	- 0 -	- 0 -	- 0 -
16	1492 Moving to Work Demonstration	- 0 -	- 0 -	- 0 -	- 0 -
17	1495.1 Relocation Costs	- 0 -	- 0 -	- 0 -	- 0 -
18	1498 Mod Used for Development	- 0 -	- 0 -	- 0 -	- 0 -
19	1502 Contingency (may not exceed 8% of line 19)	- 0 -	- 0 -	- 0 -	- 0 -
20	Amount of Annual Grant (Sum of Lines 2-19)	1,513,912.00	1,513,912.00	1,513,912.00	774,377.47
21	Amount of Line 19 Related to LBP Activities	- 0 -	- 0 -	- 0 -	- 0 -
22	Amount of Line 19 Related to Section 504 Compliance	- 0 -	- 0 -	- 0 -	- 0 -
23	Amount of Line 19 Related to Security – Soft Costs / Hard Costs	- 0 -	- 0 -	- 0 -	- 0 -
24	Amount of Line 19 Related to Energy Conservation Measures	- 0 -	- 0 -	- 0 -	- 0 -

Signature of Executive Director and Date  
 Stephanie W. Cowart, Executive Director                      September 30, 2007

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

CAPITAL FUND 2005 – NY06P011 – 50105 (Revision #2 – effective August 8, 2007) (PERFORMANCE AND EVALUATION REPORT EFFECTIVE SEPTEMBER 30, 2007)

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
Operations PHA Wide	Transfer to Operating Budget	1406	Lot	159,000.00	78,812.95	78,812.95	23,382.35	Nate's \$57,000.00, ADP T/Clocks \$15,172.72, MST (PHAS S/Ware \$4007.27, \$1272. Mod,1360.96 DPS
	1406 Sub-Total			159,000.00	78,812.95	78,812.95	23,382.35	Line Item Expenditure On-going
Administration PHA Wide	Technical Salaries	1410.2	8% of Grant	114,606.00	114,606.00	114,606.00	114,606.00	Bal. Expended 7/07
	Employee Benefits	1410.9	2% of Grant	36,785.00	36,785.00	36,785.00	3,449.79	Mod. Dept. - Benefits
	Sundry - Advertisement	1410.19	Lump Sum	1,000.00	496.87	496.87	496.87	Adv.Line
	1410 Sub-Total			152,391.00	151,887.87	151,887.87	118,552.66	Line Item Expenditure On-going
Fees & Costs PHA Wide	A/E Services	1430.1	Lot	140,000.00	135,237.00	135,237.00	71,507.00	TRM (Balance) \$ 22,037.00 Carmina \$110,000-,Duchscherer 3,200
	1430 Sub-Total			140,000.00	135,237.00	135,237.00	71,507.00	Line Item Expenditure On-going
NY06P011007A Packard Court	Dwelling Structures Bathroom Rehabilitation	1460	158 Units	875,650.00	438,708.34	438,708.34	438,708.34	Rand & Jones (Bal.) \$438,708.34
	Dwelling Structures Roof Replacement – Packard	1460	Lot	44,950.00	44,950.00	44,950.00	44,950.00	Thompson Roofing \$44,950.00 Line Item Moved Ahead from 50106
	1460 Sub-Total			920,600.00	483,658.34	483,658.34	483,658.34	Line Items Completed
NY06P011003 Anthony Spallino Towers	Non-Dwelling Structures Elevator Cable Replacement	1470	Lot	7,599.00	6,637.00	6,637.00	6,637.00	Line Item Moved Forward from 06 – 5-yr Plan (DCB Elevator 6,637.)
	Non-Dwelling Structures Replace Door Card Access System	1470	Lot	7,400.00	7,400.00	7,400.00	7,400.00	Line Item Moved Forward from 06 – 5-yr Plan (U.S. Services 7,400.)
	1470 Sub-Total			14,999.00	14,037.00	14,037.00	14,037.00	Line Items Completed
NY06P011005 Henry E. Wrobel Towers	Non-Dwelling Structures Elevator Cable Replacement	1470	Lot	7,601.00	6,638.00	6,638.00	6,638.00	Line Item Moved Forward from 2006 – 5-year Plan (DCB Elevator)
	Non-Dwelling Structures Replace Door Card Access System	1470	Lot	7,400.00	7,400.00	7,400.00	7,400.00	Line Item Moved Forward from 2006 – 5-year Plan (U.S. Services)
	1470 Sub-Total			15,001.00	14,038.00	14,038.00	14,038.00	Line Items Completed

Signature of Executive Director and Date:  
 STEPHANIE W. COWART, EXECUTIVE DIRECTOR                      September 30, 2007

Signature of Public Housing Director / Office of Native American Programs Administrator and Date:

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
NY06P011007A Packard Court	Non-Dwelling Structures Exterior Renovations – PC (Facades, Windows, etc.)	1470	Lump Sum	- 0 -	599,342.62	599,342.62	- 0 -	Line Item Moved Forward from 2007 – 50107 (Fungibility). Also, items in 5-year Plan. All State Development Contract Bids received 8/8/07
	1470 Sub-Total			- 0 -	599,342.62	599,342.62	- 0 -	Line Item Expenditure On-going
Signature of Executive Director and Date:				Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				
STEPHANIE W. COWART, EXECUTIVE DIRECTOR      September 30, 2007								

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

CAPITAL FUND 2005 – NY06P01150105 (Revision #2 effective August 8, 2007) (PERFORMANCE AND EVALUATION REPORT EFFECTIVE SEPTEMBER 30, 2007)

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
Mgmt. Improvements PHA Wide	Improve Resident Skills & Abilities through Empowerment & Economic Development – Continue tenant training and self-sufficiency initiatives through small business training, leadership development.	1408	Lot	14,000.00	14,400.00	14,400.00	3,600.00	Resident Assistance Program (RAP) \$14,400.00 – PLB provided Contract  Line Item Expenditure Ongoing	
	Staff Training & Education Program increasing skills (e.g. communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance.	1408	Lot	49,202.28	1,854.50	1,854.50	1,854.40	Line Item Completed	
	Computerization – Updating software and training. Increasing efficiency by updating software and training. Increase efficiency of the organization by providing a network of computers throughout the Authority. Evaluate existing operation and provide recommendations along with training.	1408	Lot	33,718.72	33,718.72	33,718.72	33,718.72	DPS Solutions - \$33,718.72 Line Item Completed	
	Improve Employee Morale & Relations - Provide workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.	1408	Lot	- 0 -	- 0 -	- 0 -	- 0 -		
	Improve Resident & Community Relations - Training will include understanding who our customers are and the purpose/mission of the Housing Authority.	1408	Lot	- 0 -	- 0 -	- 0 -	- 0 -		
	Address Marketability of Housing Authority Developments - Develop and Implement Marketing Strategies. Develop a Master Plan for the Authority.	1408	Lot	15,000.00	15,000.00	15,000.00	10,028.90	Add Niagara Carrier after 3/31 Adelphia Fees  Line Item Expenditure Ongoing	
	1408 Sub-Total			111,921.00	111,921.00	64,973.22	49,202.12		
Signature of Executive Director and Date:  STEPHANIE W. COWART, EXECUTIVE DIRECTOR    September 30, 2007					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

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

CAPITAL FUND 2005 - NY06P011 – 50105 (Revision #2 effective August 8, 2007) (PERFORMANCE AND EVALUATION REPORT EFFECTIVE SEPTEMBER 30, 2007)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA Wide Management Improvements	8/17/07			8/17/09			Obligation and Expenditure Deadlines In Accordance with ELOCCS System.
NY06P011003 Anthony Spallino Towers	8/17/07			8/17/09			
NY06P011005 Henry E. Wrobel Towers	8/17/07			8/17/09			
NY06P011007 Packard Court	8/17/07			8/17/09			
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
Stephanie W. Cowart, Executive Director September 30, 2007							

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

PHA Name: NIAGARA FALLS HOUSING AUTHORITY (Effective August 8, 2007)	Grant Type and Number (P&E 9/30/07) CAPITAL FUND - NY06P011-50106	FFY of Grant Approval 2006
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Original Annual Stmt.  Reserve for Disasters/Emergencies  Revised Annual Stmt./Revision No. 1  Performance and Evaluation Rpt. for Program Yr. Ending 9/30/2007  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised(1)	Obligated	Expended
1	Total Non-CFP Funds	- 0 -	- 0 -	- 0 -	- 0 -
2	1406 Operations (May not exceed 20% of line 19)	159,000.00	3,870.00	3,870.00	- 0 -
3	1408 Management Improvements - Soft Costs / Hard Costs	105,000.00	100,000.00	3,522.00	3,522.00
4	1410 Administration	145,801.00	145,801.00	145,301.00	27,510.51
5	1411 Audit	- 0 -	- 0 -	- 0 -	- 0 -
6	1415 Liquidated Damages	- 0 -	- 0 -	- 0 -	- 0 -
7	1430 Fees and Costs	100,000.00	- 0 -	- 0 -	- 0 -
8	1440 Site Acquisition	- 0 -	- 0 -	- 0 -	- 0 -
9	1450 Site Improvement	- 0 -	- 0 -	- 0 -	- 0 -
10	1460 Dwelling Structures	760,556.00	43,800.00	43,800.00	- 0 -
11	1465.1 Dwelling Equipment - Nonexpendable	- 0 -	- 0 -	- 0 -	- 0 -
12	1470 Nondwelling Structures	187,655.00	1,164,541.00	814,541.00	- 0 -
13	1475 Nondwelling Equipment	- 0 -	- 0 -	- 0 -	- 0 -
14	1485 Demolition	- 0 -	- 0 -	- 0 -	- 0 -
15	1490 Replacement Reserve	- 0 -	- 0 -	- 0 -	- 0 -
16	1492 Moving to Work Demonstration	- 0 -	- 0 -	- 0 -	- 0 -
17	1495.1 Relocation Costs	- 0 -	- 0 -	- 0 -	- 0 -
18	1498 Mod Used for Development	- 0 -	- 0 -	- 0 -	- 0 -
19	1502 Contingency (may not exceed 8% of line 19)	- 0 -	- 0 -	- 0 -	- 0 -
20	Amount of Annual Grant (Sum of Lines 2-19)	1,458,012.00	1,458,012.00	1,011,034.00	31,032.51
21	Amount of Line 19 Related to LBP Activities	- 0 -	- 0 -		
22	Amount of Line 19 Related to Section 504 Compliance	- 0 -	- 0 -		
23	Amount of Line 19 Related to Security - Soft Costs / Hard Costs	- 0 -	- 0 -		
24	Amount of Line 19 Related to Energy Conservation Measures	- 0 -	- 0 -		

Signature of Executive Director and Date  
 Stephanie W. Cowart, Executive Director September 30, 2007

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
Operations PHA Wide	Transfer to Operating Budget	1406	Lot	159,000.00	3,870.00	3,870.00	- 0 -	\$3,870.00 – Maint. Agree/Best Lock	
	1406 Sub-Total			159,000.00	3,870.00	3,870.00	- 0 -	Obligation & Expenditure On-going	
Administration PHA Wide	Technical Salaries	1410.2	% of Grant	109,016.00	108,516.00	108,516.00	3,904.05	Mod. Dept. Salaries	
	Employee Benefits	1410.9	% of Grant	36,785.00	36,785.00	36,785.00	- 0 -	Mod. Dept. Benefits	
	Sundry - Advertisement	1410.19	% of Grant	- 0 -	500.00	- 0 -	- 0 -	Advertisement	
	1410 Sub-Total			145,801.00	145,801.00	145,301.00	3,904.05	Obligation & Expenditure On-going	
Fees & Costs PHA Wide	A/E Services	1430.1	Lot	100,000.00	- 0 -	- 0 -	- 0 -	Move Line Item Funds into 1470 – Exterior Renovations – Packard Ct. Allstate Development Contract	
	1430 Sub-Total			100,000.00	- 0 -	- 0 -	- 0 -		
NY06P011003 Anthony Spallino Towers	Non - Dwelling Structures Elevator Lobby Renovations	1470	15 Floors	96,735.00	200,000.00	- 0 -	- 0 -	Bids Due: November 2007	
	1470 Sub-Total			96,735.00	200,000.00	- 0 -	- 0 -	Obligation & Expenditure On-going	
NY06P011005 Henry E. Wrobel Towers	Non - Dwelling Structures Elevator Lobby Renovations	1470	13 Floors	90,920.00	150,000.00	- 0 -	- 0 -	Bids Due: November 2007	
	Non - Dwelling Structures Domestic Hot Water Boiler (Emergency Replacement)	1470	Lot	- 0 -	38,216.00	38,216.00	- 0 -	Emergency Domestic Hot Water Boiler Replacement (Materials & Labor)	
	1470 Sub-Total			90,920.00	188,216.00	- 0 -	- 0 -	Obligation & Expenditure On-going	
Signature of Executive Director and Date:					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				
STEPHANIE W. COWART, EXECUTIVE DIRECTOR      September 30, 2007									

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
NY06P011007 Packard Court and Center Court	Dwelling Structures Roof Replacement - Packard	1460	Lot	50,000.00	- 0 -	- 0 -	- 0 -	Line Item –0- Fungibility to 2005-50105 and Line Item Funds Moved for Obligation to 1470 Project
	Dwelling Structures Bathroom Renovations - Center	1460	127 Each	710,556.00	- 0 -	- 0 -	- 0 -	(Line Item – 0 - HOPE VI) and Line Item Funds – Moved for Obligation to 1470 Project
	1460 Sub-Total			760,556.00	- 0 -	- 0 -	- 0 -	
PHA Wide Family Resource Building And PCCC Center	Dwelling Structures Family Resource Building Interior Renovations	1460	Lot	- 0 -	21,900.00	21,900.00	21,900.00	Line Item - Fungibility – Moved Forward from 5-Year Plan
	Dwelling Structures Packard Court Comm. Center Interior Renovations	1460	Lot	- 0 -	21,900.00	21,900.00	21,900.00	Line Item - Fungibility – Moved Forward from 5-Year Plan
	1460 Sub-Total			- 0 -	43,800.00	43,800.00	43,800.00	Project Completed
NY06P011007 Packard Court and Center Court	Non - Dwelling Structures Exterior Renovations – PC (Facades, Windows, etc.)	1470	Lump Sum	- 0 -	776,325.00	776,325.00	- 0 -	Line Item Moved Forward from 2007-50107 (Fungibility). Also, Line Items from 5- Year Plan. All State Dev. Contract . (Bids received 8/8/07)
	1470 Sub-Total			- 0 -	776,325.00	776,325.00	- 0 -	Project On-going
Signature of Executive Director and Date:					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:			
STEPHANIE W. COWART, EXECUTIVE DIRECTOR      September 30, 2007								

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

CAPITAL FUND 2006 – NY06P01150106 (Revision #1 effective August 8, 2007) (PERFORMANCE AND EVALUATION REPORT EFFECTIVE SEPTEMBER 30, 2007)

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
Mgmt. Improvements PHA Wide	Improve Resident Skills & Abilities through Empowerment & Economic Development – Continue tenant training and self-sufficiency initiatives through small business training, leadership development.	1408	Lot	10,000.00	10,000.00	- 0 -	- 0 -		
	Staff Training & Education Program increasing skills (e.g. communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance.	1408	Lot	50,000.00	50,000.00	2,892.00	2,892.00	PC/CC Tuition	
	Computerization – Updating software And training. Increasing efficiency by updating software and training. Increase efficiency of the organization by providing a network of computers throughout the Authority. Evaluate existing operation and provide recommendations along with training.	1408	Lot	20,000.00	20,000.00	- 0 -	- 0 -		
	Improve Employee Morale & Relations - Provide workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.	1408	Lot	5,000.00	- 0 -	- 0 -	- 0 -		
	Improve Resident & Community Relations - Training will include understanding who our customers are and the purpose/mission of the Housing Authority.	1408	Lot	5,000.00	5,000.00	630.00	630.00	Turning Stone (JV'd from 2005)	
	Address Marketability of Housing Authority Developments - Develop and Implement Marketing Strategies. Develop a Master Plan for the Authority.	1408	Lot	15,000.00	15,000.00	- 0 -	- 0 -		
	1408 Sub-Total			105,000.00	100,000.00	3,522.00	3,522.00	Obligation & Expenditure On-going	
Signature of Executive Director and Date:					Signature of Public Housing Director / Office of Native American Programs Administrator and Date:				
STEPHANIE W. COWART, EXECUTIVE DIRECTOR      September 30, 2007									

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

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

CAPITAL FUND 2006 - NY06P011 – 50106 (Revision #1 effective August 8, 2007) (PERFORMANCE AND EVALUATION REPORT EFFECTIVE SEPTEMBER 30, 2007)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA Wide Management Improvements	8/17/07			8/17/09			Obligation and Expenditure Deadlines In Accordance with ELOCCS System.
NY06P011003 Anthony Spallino Towers	8/17/07			8/17/09			
NY06P011005 Henry E. Wrobel Towers	8/17/07			8/17/09			
NY06P011007 Packard Court and Center Court	8/17/07			8/17/09			
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
Stephanie W. Cowart, Executive Director      September 30, 2007							

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

PHA Name: NIAGARA FALLS HOUSING AUTHORITY	Grant Type and Number (P&E 9/30/07) CAPITAL FUND - NY06P011-50107	FFY of Grant Approval 2007
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Original Annual Stmt.  
  Reserve for Disasters/Emergencies  
  Revised Annual Stmt./Revision No. \_\_\_\_\_  
  Performance and Evaluation Rpt. for Program Yr. Ending 9/30/2007  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised(1)	Obligated	Expended
1	Total Non-CFP Funds	- 0 -			
2	1406 Operations (May not exceed 20% of line 19)	293,552.00			
3	1408 Management Improvements - Soft Costs / Hard Costs	105,000.00			
4	1410 Administration	146,776.00			
5	1411 Audit	- 0 -			
6	1415 Liquidated Damages	- 0 -			
7	1430 Fees and Costs	100,000.00			
8	1440 Site Acquisition	- 0 -			
9	1450 Site Improvement	- 0 -			
10	1460 Dwelling Structures	822,431.00			
11	1465.1 Dwelling Equipment - Nonexpendable	- 0 -			
12	1470 Nondwelling Structures	- 0 -			
13	1475 Nondwelling Equipment	- 0 -			
14	1485 Demolition	- 0 -			
15	1490 Replacement Reserve	- 0 -			
16	1492 Moving to Work Demonstration	- 0 -			
17	1495.1 Relocation Costs	- 0 -			
18	1498 Mod Used for Development	- 0 -			
19	1502 Contingency (may not exceed 8% of line 19)	- 0 -			
20	Amount of Annual Grant (Sum of Lines 2-19)	1,467,759.00	Environmental Review Pending		
21	Amount of Line 19 Related to LBP Activities	- 0 -			
22	Amount of Line 19 Related to Section 504 Compliance	- 0 -			
23	Amount of Line 19 Related to Security - Soft Costs / Hard Costs	- 0 -			
24	Amount of Line 19 Related to Energy Conservation Measures	- 0 -			

Signature of Executive Director and Date Stephanie W. Cowart, Executive Director                      September 30, 2007	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
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1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 2 To be completed for the Performance and Evaluation Report.

CAPITAL FUND 2007 – NY06P011 – 50107 (PERFORMANCE AND EVALUATION REPORT EFFECTIVE SEPTEMBER 30, 2007)

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)		
Operations PHA Wide	Transfer to Operating Budget	1406	Lot	293,552.00				Obligation and Expenditure Once Environmental Review Completed	
	1406 Sub-Total			293,552.00					
Administration PHA Wide	Technical Salaries	1410.2	8% of Grant	109,991.00				Obligation and Expenditure Once Environmental Review Completed	
	Employee Benefits	1410.9	2% of Grant	36,785.00					
	1410 Sub-Total			146,776.00					
Fees & Costs PHA Wide	A/E Services	1430.1	Lot	100,000.00				Obligation and Expenditure Once Environmental Review Completed	
	1430 Sub-Total			100,000.00					
NY06P011007 Packard Court	Dwelling Structures Façade Replacement (Partial Site)	1460	Lot	497,431.00					
	Dwelling Structures Replace Windows (Partial Site)	1460	Lot	250,000.00					
	Dwelling Structures Roof Replacement - Packard	1460	Lot	75,000.00					
	1460 Sub-Total			786,322.00				Obligation and Expenditure Once Environmental Review Completed	
Signature of Executive Director and Date: STEPHANIE W. COWART, EXECUTIVE DIRECTOR					September 30, 2007				Signature of Public Housing Director / Office of Native American Programs Administrator and Date:

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

CAPITAL FUND 2007 – NY06P01150107 (PERFORMANCE AND EVALUATION REPORT EFFECTIVE SEPTEMBER 30, 2007)

Development Number / Name HA Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended (2)	
Mgmt. Improvements PHA Wide	Improve Resident Skills & Abilities through Empowerment & Economic Development – Continue tenant training and self-sufficiency initiatives through small business training, leadership development.	1408	Lot	15,000.00				Obligation and Expenditure Once Environmental Review Completed
	Staff Training & Education Program increasing skills (e.g. communication, maintenance, accounting, writing, mechanical) and abilities through seminars and tuition assistance.	1408	Lot	40,000.00				
	Computerization – Updating software And training. Increasing efficiency by updating software and training. Increase efficiency of the organization by providing a network of computers throughout the Authority. Evaluate existing operation and provide recommendations along with training.	1408	Lot	20,000.00				
	Improve Employee Morale & Relations - Provide workshops that encourage harmony, teamwork and respect for diversity and employee recognition programs.	1408	Lot	5,000.00				
	Improve Resident & Community Relations - Training will include understanding who our customers are and the purpose/mission of the Housing Authority.	1408	Lot	5,000.00				
	Address Marketability of Housing Authority Developments - Develop and Implement Marketing Strategies. Develop a Master Plan for the Authority.	1408	Lot	20,000.00				
	1408 Sub-Total			105,000.00				

Signature of Executive Director and Date:  
  
 STEPHANIE W. COWART, EXECUTIVE DIRECTOR                      September 30, 2007

Signature of Public Housing Director / Office of Native American Programs Administrator and Date:

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

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

CAPITAL FUND 2007 - NY06P011 – 50107 (PERFORMANCE AND EVALUATION REPORT EFFECTIVE SEPTEMBER 30, 2007)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
PHA Wide Management Improvements	9/12/09			9/12/11			Obligation and Expenditure Deadlines In Accordance with ELOCCS System.
NY06P011007 Packard Court	9/12/09			9/12/11			
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
Stephanie W. Cowart, Executive Director      September 30, 2007							

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
 (2) To be completed for the Performance and Evaluation Report.

**Resident Member of the PHA Governing Board**

**Name:** Annie Porter  
**Method of Selection:** Election  
**Term:** 2 years

**Name:** Vivian Watkins  
**Method of Selection:** Election  
**Term:** 2 years

**SECTION XXXIII**  
**COMMUNITY SERVICE/SELF SUFFICIENCY**

**A. GENERAL**

In order to be eligible for admission/continued occupancy, each **adult** family member must either (1) contribute eight hours per month of *community service* (not including political activities) or (2) participate in an economic *self-sufficiency* program or (3) perform eight hours per month of combined activities as previously described unless they are exempt from the requirement.

**B. EXEMPTIONS**

The following adult family members of tenant families are exempt from this requirement:

1. Family members who are **62 or older**.
2. Family members who are **blind or disabled** as defined under 216(I)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1) and who certifies that because of this disability she or he is unable to comply with the requirement.
3. Family members who are the **primary care giver** for someone who is blind or disabled as set forth in Paragraph B above.
4. Family members engaged in **work\*** activity as defined under section 407(d) of the Social Security Act (42 U.S.C. 607) (d), as in effect on and after July 1, 1997).
5. Family members who are **exempt from having to engage in a work activity** under Part A Title IV of the Social Security Act (42 U.S.C. 601 et seq) or under any other State welfare program,, including the welfare-to-work program.
6. **Family members** receiving assistance, benefits or services under a State program funded under Part A Title IV of the Social Security Act or under any other State welfare program, including welfare-to-work and **who are in compliance with State Funded programs.**

**\*a tenant is considered working where re-exam/re-determ process reflects same**

A. **NOTIFICATION OF THE REQUIREMENT**

The Niagara Falls Housing Authority shall identify all adult family members who are apparently **not exempt** from the *community service* requirement.

The Niagara Falls Housing Authority shall notify all such family members of the *community service/self sufficiency* requirement and of the categories of individuals who are exempt from the requirement. The notification will provide the opportunity for family members to claim and explain an exempt status. The Niagara Falls Housing Authority shall verify all claims.

The notification will advise families that their *community service* obligation will begin upon the effective date of their first annual re-examination on or after April 1, 2001. For families paying a flat rent, the obligation begins on the date their annual re-examination would have been effective had an annual re-examination taken place. Tenants will also be advised that failure to comply with the community service requirement will result in ineligibility for continued occupancy and lease termination at the time of any subsequent annual re-examination. Tenants shall be afforded the opportunity to grieve the matter, in accordance with the grievances procedure currently in effect.

**NIAGARA FALLS HOUSING AUTHORITY  
RESIDENT ADVISORY BOARD MEMBERS**

**LISTING**

**Vivian Watkins  
Annie Porter  
Louise Channing  
Robert Seefeldt  
Owen Steed  
Jessica Castro  
Joyce Sanders**