

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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 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: Greenville Housing Authority **PHA Number:** SC004

PHA Fiscal Year Beginning: 01/2008

PHA Programs Administered:

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

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

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

Public Access to Information

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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)

To build communities by providing affordable housing choice, and economic development opportunity in a quality living environment.

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 (*427 units*)
 - Other (list below)
- *Develop housing for the elderly.*
 - *Continue applying for and utilizing National, State and local Housing Trust Funds to develop public housing.*
 - *Continue to apply for and utilize new market tax credits.*
 - *Will continue to apply for grants to increase the availability of affordable housing.*

- *Continue to apply for LIHTC*
- *Continue to use RHF funding*
- *Utilize HOME funds*
- *Utilize AHP funds*
- *Utilize CHOP funds for Housing Development*
- *Utilize City and County Grant funds.*

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)
- 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)
 - *Participate in Section 8 Project-Based Development by allocating 20% of HC Vouchers to Project-Based initiatives.*
 - *Consolidate all HA Central Office operations in one building*

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)
 - *Management of Tax Credit and Mixed-Finance Properties.*
 - *Continue to market Section 8 Program to prospective landlords in diverse areas of the County.*

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)
 - ***Continue the highly successful partnership with the City of Greenville and private entities in the revitalization of neighborhoods surrounding public housing developments.***
 - ***Continue to create mixed-income communities.***
 - ***Implement asset management strategies.***

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)
 - ***Continue the work of the GHA Community and Supportive Services Dept. by providing needed services through networking with a variety of local agencies and support groups.***
 - ***Create sustainability strategy to maintain Community Services program.***
 - ***Apply for all appropriate grant funds to further self-sufficiency.***
 - ***Execute MOU's with appropriate agencies and not-forprofits.***

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)

- *Transition to requirements of 24 CFR 990 (asset management)*

Annual PHA Plan
PHA Fiscal Year 2008
[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 tremendous success that the Greenville Housing Authority has experienced in the area of development by way of receiving two HOPE VI Grants and multiple awards of tax credits has resulted in the creation of new affordable housing opportunities for the residents of the Greenville community. The GHA and its partners have completed construction of 132 rental units and 97 homeownership units to date. The future looks even brighter for Greenville residents in that there are, or will be an additional 432 rental units and 153 homeownership units in the development stage.

The GHA had the distinction of being selected By HUD's Center for Faith-Based and Community Initiatives to participate along with representatives of sixteen other communities from across the Country in the "Unlocking Doors" initiative.

The content of this Annual Plan reflects the above initiatives undertaken by the GHA as well as its plans for the future.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	1
ii. Table of Contents	2
1. Housing Needs	6
2. Financial Resources	17
3. Policies on Eligibility, Selection and Admissions	18
4. Rent Determination Policies	27

5. Operations and Management Policies	31
6. Grievance Procedures	33
7. Capital Improvement Needs	34
8. Demolition and Disposition	42
9. Designation of Housing	43
10. Conversions of Public Housing	44
11. Homeownership	45
12. Community Service Programs	47
13. Crime and Safety	49
14. Pets (Inactive for January 1 PHAs)	51
15. Civil Rights Certifications (included with PHA Plan Certifications)	51
16. Audit	52
17. Asset Management	52
18. Other Information	54

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
- FY 2005 Capital Fund Program Annual Statement
- 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
- List of Resident Board Member
- Community Service Description of Implementation
- Information on Pet Policy
- Section 8 Homeownership Capacity Statement, if applicable
- Description of Homeownership Programs, if applicable

Optional Attachments:

- PHA Management Organizational Chart *Shown in body of Annual Plan*
- FY 2005 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	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
X	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 <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	Annual Plan: Eligibility, Selection, and Admissions Policies
X	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
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or	Annual Plan: Operations and Maintenance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	eradication of pest infestation (including cockroach infestation)	
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	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
X	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 checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) program reports	Annual Plan: Community Service & Self-Sufficiency
NA	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
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional)	(specify as needed)

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	(list individually; use as many lines as necessary)	

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1,062	4	4	3	5	5	5
Income >30% but <=50% of AMI	1,863	5	5	5	5	5	5
Income >50% but <80% of AMI	1,304	4	5	5	5	5	5
Elderly	2,585	5	4	5	5	4	4
Families with Disabilities	1,684	5	5	5	5	4	5
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	"	"	"	"	"	"	"
Race/Ethnicity	"	"	"	"	"	"	"
Race/Ethnicity	"	"	"	"	"	"	"

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2004 to 2009 table 2A page 70
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year: 2007
- Other housing market study
Indicate year: 2006
- 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.

Housing Needs of Families on the Waiting List AMP 101 (Westview & Brookhaven)			
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	505		28
Extremely low income <=30% AMI	466	93%	
Very low income (>30% but <=50% AMI)	32	6%	
Low income (>50% but <80% AMI)	7	1%	
Families with children	308	61%	
Elderly families	2		
Families with Disabilities	13	3%	
Race/ethnicity 1	32	7%	
Race/ethnicity 2	466	92%	
Race/ethnicity 3	7	1%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			

Housing Needs of Families on the Waiting List
AMP 101 (Westview & Brookhaven)

1BR	197	39%	
2 BR	179	35%	
3 BR	114	23%	
4 BR	12	2.5%	
5 BR	3	.5%	
5+ BR			

Is the waiting list closed (select one)? No Yes
 If yes:
 How long has it been closed (# of months)?
 Does the PHA expect to reopen the list in the PHA Plan year? No Yes
 Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List
AMP 212 (Scattered Sites)

Waiting list type: (select one)
 Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)
 If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	423		10
Extremely low income <=30% AMI	241	57%	
Very low income (>30% but <=50% AMI)	96	23%	
Low income (>50% but <80% AMI)	86	20%	
Families with children	385	91%	
Elderly families	8	2%	
Families with Disabilities	65	15%	
Race/ethnicity 1	46	11%	
Race/ethnicity 2	368	87%	
Race/ethnicity 3	9	2%	
Race/ethnicity			

Housing Needs of Families on the Waiting List
AMP 101 (Westview & Brookhaven)

Characteristics by Bedroom Size (Public Housing Only)			
1BR	0	0%	
2 BR	171	40%	
3 BR	203	48%	
4 BR	49	12%	
5 BR	0	0%	
5+ BR	0	0%	

Is the waiting list closed (select one)? No Yes
 If yes:
 How long has it been closed (# of months)?
 Does the PHA expect to reopen the list in the PHA Plan year? No Yes
 Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List
AMP 505 (Scott Towers & Garden Apts.)

Waiting list type: (select one)
 Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)
 If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	45		59
Extremely low income <=30% AMI	36	80%	
Very low income (>30% but <=50% AMI)	7	15%	
Low income (>50% but <80% AMI)	2	5%	
Families with children	0	0%	
Elderly families	2	5%	

**Housing Needs of Families on the Waiting List
AMP 505 (Scott Towers & Garden Apts.)**

Families with Disabilities	13	29%	
Race/ethnicity 1	2	5%	
Race/ethnicity 2	41	91%	
Race/ethnicity 3	2	5%	
Race/ethnicity			

Characteristics by Bedroom Size (Public Housing Only)			
1BR	45	100%	
2 BR	N/A	N/A	
3 BR	“	“	
4 BR	“	“	
5 BR	“	“	
5+ BR	“	“	

Is the waiting list closed (select one)? No Yes
 If yes:
 How long has it been closed (# of months)?
 Does the PHA expect to reopen the list in the PHA Plan year? No Yes
 Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

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

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

Housing Needs of Families on the Waiting List AMP 707 (Chamlee Court & Arcadia Hills)			
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	1,603		9
Extremely low income <=30% AMI	1,408	88%	
Very low income (>30% but <=50% AMI)	182	11%	
Low income (>50% but <80% AMI)	13	.08%	
Families with children	1,603	100%	
Elderly families	0	0%	
Families with Disabilities	N/A	N/A	
Race/ethnicity 1	156	10%	
Race/ethnicity 2	1,447	90%	
Race/ethnicity 3	0	0%	
Race/ethnicity			

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**Housing Needs of Families on the Waiting List
AMP 707 (Chamlee Court & Arcadia Hills)**

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Characteristics by Bedroom Size (Public Housing Only)			
1BR	160	10%	
2 BR	706	46%	
3 BR	618	38%	
4 BR	101	6%	
5 BR			
5+ BR			
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			

Housing Needs of Families on the Waiting List

Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input 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	672		240
Extremely low income <=30% AMI	493	73%	
Very low income (>30% but <=50% AMI)	105	16%	
Low income (>50% but <80% AMI)	74	11%	
Families with children	597	89%	

Housing Needs of Families on the Waiting List			

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)
 - *Seek opportunities for funding that will permit the GHA to continue its successes in the creation of affordable housing.*

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)
 - ***The GHA has already addressed Strategy 2 by way of developing multiple mixed-finance communities within the City of Greenville and will continue to seek out and apply for all funding that may be available to further assist. The Authority has also utilized Replacement Housing Factor funds to this end.***

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.
In Multi-Finance Developments target 30% and below.**

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)

For Project-Based Vouchers we will target those at or below 50% of median.

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)
- **Partner with Not-for-Profit entities to assist elderly.**

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)
- **The GHA did successfully use direct marketing techniques to market Arcadia Hills which is a HOPE VI and tax credit development**

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing

- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants		
a) Public Housing Operating Fund	\$2,324,363.00	
b) Public Housing Capital Fund	\$1,589,270.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$11,643,478.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0.00	
g) Resident Opportunity and Self-Sufficiency Grants	\$332,000.00	
h) Community Development Block Grant	\$0.00	
i) HOME	\$0.00	
Other Federal Grants (list below)	\$0.00	
2. Prior Year Federal Grants (unobligated funds only) (list below)	2005 \$670,705.00 2006 <u>\$1,589,270.00</u> \$2,259,975.00	Capital Improvements
<i>HOPE VI</i>	\$4,790,401.00	Demo & Revitalization

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	\$957,170.00	PH Operations
<i>Interest</i>	\$120,660.00	PH &S8 Operations
<i>Misc. Income</i>	\$89,750.00	PH Operations
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	\$24,107,067.00	

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)
1 month
- Other: (describe)

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**

- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year?9

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? 9

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? 9

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
 - ***Working families; Families whose head or spouse is a full-time student or participating in a training program with support services or any comparable federal, State, or local training program.***

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

2. Working Families

3. Families whose head or spouse is a full-time student or participating in a training program with support services or any comparable Federal, State, or local training program.

Former Federal preferences:

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

Other preferences (select all that apply)

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

- *All families in conjunction with Deconcentration Policy.*

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

All GHA locations.

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

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

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)
 - ***Upon request from a prospective owner, the GHA will provide any factual information or third party written information they have relevant to a voucher holder's history of, or ability to, comply with standard material lease terms.***

(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:

- ***The GHA may grant one or more extensions of the term, but the initial term plus any extensions will never exceed 120 calendar days from the initial date of issuance. Two thirty (30) day extensions (not to exceed an additional sixty (60) days may be given at the discretion of the GHA staff under extenuating circumstances such as severe illness or hospitalization (documentation may be required), extremely large families seeking scarce larger bedroom units, persons needing units designed for disabled persons, or for a unit that the family has located and repairs are in progress.***

(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)
Elderly Family, Disabled Family, Handicapped Family,

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

- 2 Elderly
- 3 Disabled or Handicapped
- 4 Involuntary Displacement
- 5 Rent Burden

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:

- ***Flat Rent based on Market Study of the value of units.***
- ***Ceiling Rent - (equal to flat rent) used when family's formula rent is greater than the ceiling rent.***

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

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

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

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

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments

No

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

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

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

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

f. Rent re-determinations:

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

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

- ***A family member has left the household.***
- ***And addition to the family through birth, adoption or court ordered custody.***
- ***A member of the household that was reported as unemployed on the most recent recertification.***
- ***Recertification report by family as having zero 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:

- *The Management Structure of the Greenville Housing Authority is as follows:*

7 Member Board of Commissioners

Executive Director
Executive Assistant

Director of Planning and

Development

Manager
Inspectors

		<i>Director of Operations</i> <i>Administrative Assist.</i>	<i>Administrative Assistant</i>		
	<u>Public Housing</u>	<u>Section 8</u>	<u>Admin. Services</u>	<u>Community Service</u>	<u>Human</u>
	<u>Resources</u>				
	<i>Property Managers</i>	<i>Supervisor</i>	<i>Director</i>	<i>Administrator</i>	<i>Benefits</i>
<i>Specialist</i>	<i>Assist. Mgrs.</i> <i>Maintenance</i>	<i>Counselors</i> <i>Inspectors</i>	<i>Staff</i> <i>Purchasing</i>	<i>Counselors</i>	

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	606	106
Section 8 Vouchers	2426	240
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	0	0
Public Housing Drug Elimination Program (PHDEP)	0	0
Other Federal Programs(list individually)	0	0

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: (list below)

- *Admissions and Continued Occupancy Policy*
- *Public Housing Lease*
- *Maintenance Procedures*

- *The GHA contracts out annually for pest control services for all public housing units.*

(2) Section 8 Management: (list below)

- *The Section 8 Administrative Plan*

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)
- *PHA Development Management Offices*

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

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 SC16P004501008 FFY of Grant Approval:01/01/2008

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	\$1,376,817.00
2	1406 Operations	0.00
3	1408 Management Improvements	50,000.00
4	1410 Administration	137,682.00
5	1411 Audit	2,000
6	1415 Liquidated Damages	0.00

7	1430	Fees and Costs	60,000.00
8	1440	Site Acquisition	0.00
9	1450	Site Improvement	105,000.00
10	1460	Dwelling Structures	769,415.00
11	1465.1	Dwelling Equipment-Nonexpendable	227,720.00
12	1470	Nondwelling Structures	0.00
13	1475	Nondwelling Equipment	20,000.00
14	1485	Demolition	0.00
15	1490	Replacement Reserve	0.00
16	1492	Moving to Work Demonstration	0.00
17	1495.1	Relocation Costs	5,000.00
18	1498	Mod Used for Development	0.00
19	1502	Contingency	0.00
20	Amount of Annual Grant (Sum of lines 2-19)		\$1,376,817.00
21	Amount of line 20 Related to LBP Activities		0.00
22	Amount of line 20 Related to Section 504 Compliance		0.00
23	Amount of line 20 Related to Security		0.00
24	Amount of line 20 Related to Energy Conservation Measures		0.00

**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
HA Wide	Management Improvements		
	Staff Training	1408	25,000.00
	Resident Training	1408	25,000.00
	Grand Total	1408	\$50,000.00
HA Wide	Administration	1410	
	Salaries	1410	97,000.00
	Legal Expense	1410	5,000.00
	Employee Benefits	1410	26,000.00
	Travel	1410	2,000.00
	Publications	1410	950.00
	Sundry	1410	3,732.00
	Office Furniture	1410	3,000.00
	Grand Total	1410	\$137,682.00

HA Wide	Audit	1411	2,000.00
	Grand Total	1411	\$2,000.00
HA Wide	Fees and Costs	1430	60,000.00
	Grand Total	1430	\$60,000.00
HA Wide	Non-Dwelling Equipment		
	Computer Equipment	1475	20,000.00
	Grand Total	1475	\$20,000.00
HA Wide	Relocation	1495.1	5,000.00
	Grand Total	1495.1	\$5,000.00
SC 4-1 Brookhaven	Replace sidewalks	1450	30,000.00
	Sub-Total	1450	\$30,000.00
	Replace rear entrance doors	1460	29,000.00
	Interior Paint (occupied)	1460	10,000.00
	Non-Routine Vacancy Repairs	1460	27,000.00
	Non-Routine Preventive Maintenance	1460	27,000.00
	Sub-Total	1460	\$93,000.00
	Replace appliances and splashguards	1465	35,000.00
	Sub-Total	1465	\$35,000.00
	Grand Total		\$158,000.00
SC 4-6 Westview	Replace sidewalks	1450	50,000.00
	Sub-Total	1450	\$50,000.00
	Replace interior doors	1460	20,000.00
	Interior Paint (occupied)	1460	12,000.00
	Non-Routine Vacancy Repairs	1460	41,000.00
	Non-Routine Preventive Maintenance	1460	56,000.00
	Sub-Total	1460	129,000.00
	Grand Total		\$179,000.00
SC 4-7 Chamlee	Trim Trees	1450	15,000.00
	Sub-Total	1450	\$15,000.00
	Upgrade Bathrooms	1460	93,515.00
	Remove and Replace Flooring	1460	39,000.00
	Interior Painting (occupied)	1460	10,000.00

	Non-Routine Vacancy Repair	1460	6,000.00
	Non-Routine Preventive Maintenance	1460	6,000.00
	Sub-Total	1460	\$154,515.00
	Grand Total		\$169,515.00
SC 4-5 Scott Towers	Replace Kitchen Cabinets	1460	87,000.00
	Interior Paint (occupied)	1460	12,000.00
	Interior Paint (common areas)	1460	13,000.00
	Non-Routine Vacancy Repair	1460	19,000.00
	Non-Routine Preventive Maintenance	1460	29,000.00
	Sub-Total	1460	\$160,000.00
	Replace Appliances	1465	91,820.00
	Sub-Total	1465	\$91,820.00
	Grand Total		\$251,820.00
SC 4-9 Garden Apartments	Remove and Replace Exterior Lighting	1450	10,000.00
	Sub-Total	1450	\$10,000.00
	Install handrails @ Elevators (all floors)	1460	2,500.00
	Install Fluorescent Lights in Bathrooms	1460	4,000.00
	Install Fluorescent Lights @ Ent. Doors	1460	2,400.00
	Non-Routine Vacancy Repairs	1460	6,500.00
	Non-Routine Preventive Maintenance	1460	6,500.00
	Sub-Total	1460	\$21,900.00
	Replace Appliances	1465	47,400.00
	Sub-Total	1465	\$47,400.00
	Grand Total		\$79,300.00
SC4-12 Scattered Sites	Interior Paint (occupied)	1460	14,000.00
	Non-Routine Vacancy Repairs	1460	4,000.00
	Non-Routine Preventive Maintenance	1460	4,000.00
	Sub-Total	1460	\$22,000.00
	Replace Appliances	1465	20,250.00
	Sub-Total	1465	\$20,250.00
	Grand Total		\$42,250.00

SC4-20 Scattered Sites	General Renovations	1460	77,000.00
	Interior Paint (occupied)	1460	17,000.00
	Non-Routine Vacancy Repair	1460	4,000.00
	Non-Routine Preventive Maintenance	1460	4,000.00
	Sub-Total	1460	\$102,000.00
Grand Total			\$102,000.00
SC4-22 Scattered Sites	Interior Paint (occupied)	1460	16,000.00
	Non-Routine Vacancy Repairs	1460	3,000.00
	Non-Routine Preventive Maintenance	1460	3,000.00
	Install Range Fire Extinguishers	1460	6,000.00
	Install Splash Guards at Range	1460	3,000.00
	Sub-Total	1460	\$31,000.00
	Replace Appliances	1465	21,000.00
	Replace range Hoods	1465	5,250.00
	Sub-Total	1465	\$26,250.00
Grand Total			\$57,250.00
SC4-27 Scattered Sites	General Renovations	1460	42,000.00
	Non-Routine Vacancy Repairs	1460	1,000.00
	Non-Routine Preventive Maintenance	1460	11,000.00
	Sub-Total	1460	\$54,000.00
	Replace Appliances	1465	7,000.00
	Sub-Total	1465	\$7,000.00
Grand Total			\$61,000.00
SC4-28 Scattered Sites	Non-Routine Vacancy Repairs	1460	1,000.00
	Non-Routine Preventive Maintenance	1460	1,000.00
	Sub-Total	1460	\$2,000.00
Grand Total			\$2,000.00

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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)
SC 4-1 Brookhaven	6/30/2010	6/30/2012
SC 4-5 Scott Towers	"	"
SC 4-6 Westview	"	"
SC 4-7 Chamlee	"	"
SC 4-9 Garden	"	"
SC 4-12 Scattered	"	"
SC 4-20 Scattered	"	"
SC 4-22 Scattered	"	"
SC 4-27 Scattered	"	"
SC 4-28 Scattered	"	"

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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: **Woodland/Pearce**

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

•

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

- **Jesse Jackson Townhomes, Forest View, Evergreen Place, Nicholtown Green, Clark Street Commons**

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:

- **Homeownership in-fill project.**
- **Gower Homeownership Project**

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.)

- **Demolition/Disposition of the Jesse Jackson Townhomes**

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: <i>Jesse Jackson Townhomes</i>
1b. Development (project) number:
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 approved, submitted, or planned for submission: <i>(27/07/2007)</i>
5. Number of units affected: 340
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <i>April 2007</i> b. Projected end date of activity: <i>December 2007</i>

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <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.

Conversion of Public Housing Activity Description	
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:)

- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

- *Section 32*
- *Middle Income*
- *Section 8*

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)

1a. Development name:

1b. Development (project) number:
2. Federal Program authority: <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: *Arcadia Hills*

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:

- *Applies only to Arcadia Hills*

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? 05/05/2000

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Public Housing FSS</i>	<i>48</i>	<i>voluntary</i>	<i>Self-Sufficiency Office</i>	<i>PH</i>
<i>HCV FSS</i>	<i>50</i>	<i>voluntary</i>	<i>Self-Sufficiency Office</i>	<i>S8</i>
<i>HOPE VI Services</i>	<i>300</i>	<i>Specific Criteria</i>	<i>Self-Sufficiency Office</i>	<i>Both</i>
<i>ROSS Elderly</i>	<i>29</i>	<i>Specific Criteria</i>	<i>Self-Sufficiency Office</i>	<i>PH</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	<i>48</i>	<i>11</i>
Section 8	<i>0</i>	<i>22</i>

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)

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

- *Westview*

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)

- *Continued communication with law enforcement.*

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

- *Westview*

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)

- *Frequent communication between management and police officers as well as frequent presence of police on property.*
3. Which developments are most affected? (list below)
- *Westview*

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.

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? 2
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

Due date is November 17, 2007

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) RAB Meeting
 - 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).

• Consolidated Plan jurisdiction: *City of Greenville, SC*

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)

- *Implement measures to disperse poverty by bringing higher income families into public housing.*
- *Implement measures to promote income mixing.*
- *Renovate or modernize public housing.*
- *Improve public housing security.*
- *Provide replacement public housing and create other affordable housing opportunities*

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
- *The City of Greenville has shown its support of the GHA efforts by participating as a partner in many of our undertakings and by committing millions of dollars toward GHA initiatives.*

D. Other Information Required by HUD

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

Attachments

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

**PHA Plan
Table Library**

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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)
Total estimated cost over next 5 years				

13.0 Continued Occupancy and Community Service

13.1 General

In order to be eligible for continued occupancy, each adult family member must either (1) contribute eight hours per month of community service (not including political activities) within the community in which the public housing development is located, or (2) participate in an economic self-sufficiency program unless they are exempt from this requirement.

13.2 Exemptions

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

- A. Family members who are 62 or older
- B. Family members who are blind or disabled
- C. Family members who are the primary care giver for someone who is blind or disabled
- D. Family members engaged in work activity
- E. Family members who are exempt from work activity under part A title IV of the Social Security Act or under any other State welfare program, including welfare-to-work program
- F. Family members receiving assistance 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 that program
- G. Family members who participate in any of GHA's self-sufficiency programs.

11/1/1999

13.3 Notification of the Requirement

The GHA shall identify all adult family members who are apparently not exempt from the community service requirement.

The GHA shall notify all such family members of the community service 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 GHA shall verify such claims.

The notification will advise families that their community service obligation will begin upon the effective date of their first annual reexamination on or after 10/1/99. For family's paying a flat rent, the obligation begins on the date of their annual reexamination would have been effective had an annual reexamination taken place. It will also advise them that failure to comply with the community service requirement will result in ineligibility for continued occupancy at the time of any subsequent annual reexaminations.

13.4 Volunteer Opportunities

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

An economic self sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment). Economic self sufficiency programs also include job training programs offered by GHA for which a family member is not paid. Residents will be allowed to 'bank' time (i.e., 30 hours one month and 30 hours the next month to comply with the full requirement for the year).

13.5 The Process

At the first annual reexamination on or after October 1, 1999, and each annual reexamination thereafter, the GHA will do the following:

- A. Provide a list of volunteer opportunities to the family members.
- B. Provide information about obtaining suitable volunteer positions.
- C. Provide a volunteer time sheet to the family members. Instructions for the time sheet require the individual to complete the form and have the Property Manager to complete the form and have a supervisor date and sign for each period of work.
- D. Property Managers will assist the family members in identifying appropriate volunteer positions and in meeting their responsibilities.
- E. Sixty (60) days before the family's next lease anniversary date, the Property Manager will advise each applicable adult family member of their compliance or failure to comply with the community service requirement, giving the family the opportunity to remedy.
- F. If the family member volunteers with a GHA-approved program through another agency, the volunteer's supervisor will complete the time sheet and the family will deliver the time sheet to the Property Manager for verification and recording.

11/1/1999

13.6 Notification of Non-compliance with Community Service Requirement

The GHA will notify any family found to be in noncompliance of the following:

- A. The family member(s) has been determined to be in

noncompliance;

- B. That the determination is subject to the grievance procedure;
and
- C. That, unless the family member(s) enter into an agreement to
comply, the lease will not be renewed or will be terminated.

13.7 Opportunity for Cure

The GHA will offer the family member(s) the opportunity to enter into an agreement prior to the anniversary of the lease. The agreement shall state that the family member(s) agrees to enter into an economic self-sufficiency program or agrees to contribute to community service for as many hours as needed to comply with the requirement over the past 12-month period. The cure shall occur over the 12-month period beginning with the date of the agreement and the resident shall at the same time stay current with that year's community service requirement. The first hours a resident earns goes toward the current commitment until the current year's commitment is made.

If any applicable family member does not accept the terms of the agreement, does not fulfill their obligation to participate in an economic self-sufficiency program, or falls behind in the or obligation under the agreement to perform community service by more than three (3) hours after three (3) months, the GHA shall take action to terminate the lease.

9.4 *Deconcentration Policy*

It is the GHA's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The GHA will affirmatively market our housing to all eligible income groups.

Prior to the beginning of each fiscal year, we will analyze the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

9.5 *Deconcentration Incentives*

The GHA may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

13.0 Continued Occupancy and Community Service

13.1 General

In order to be eligible for continued occupancy, each adult family member must either (1) contribute eight hours per month of community service (not including political activities) within the community in which the public housing development is located, or (2) participate in an economic self-sufficiency program unless they are exempt from this requirement.

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

- A. Family members who are 62 or older
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11/1/1999

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- A. Provide a list of volunteer opportunities to the family members.
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- D. Property Managers will assist the family members in identifying appropriate volunteer positions and in meeting their responsibilities.
- E. Sixty (60) days before the family's next lease anniversary date, the Property Manager will advise each applicable adult family member of their compliance or failure to comply with the community service requirement, giving the family the opportunity to remedy.
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11/1/1999

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- B. That the determination is subject to the grievance procedure;
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If any applicable family member does not accept the terms of the agreement, does not fulfill their obligation to participate in an economic self-sufficiency program, or falls behind in the or obligation under the agreement to perform community service by more than three (3) hours after three (3) months, the GHA shall take action to terminate the lease.

17.0 Pet Policy

17.1 Exclusions

This policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors. Medical documentation will be required for all assistive animals in units.

The GHA will allow only domesticated dogs, cats, birds, and fish in aquariums in units.

Only one (1) dog or cat and up to 2 birds and unlimited fish in aquariums per unit is allowed.

Any animal commonly considered to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.

At no time should any animal may exceed twenty-five (25) pounds in weight.

17.2 Inoculations

In order to be registered, pets must be appropriately inoculated against rabies and other conditions prescribed by local ordinances. Residents must also provide a picture of the animal at the time of registration for the file. Residents will be required to present up-to- date shot records at each annual recertification.

17.3 Pet Deposit and Fees

A pet deposit of \$150.00 and a non-refundable pet fee of \$150.00 is required at the time of registering a cat or dog. The payment of the entire \$300.00 is required; no payment arrangements will be made for either a pet fee or deposit. The deposit of \$150.00 is refundable when the pet or the family vacate the unit, less any amounts owed due to damage beyond normal wear and tear. No pet deposit or fee will be charged for fish or birds.

11/1/1999

17.4 Financial Obligation of Residents

Any resident who owns or keeps a pet in their dwelling unit will be required to pay for any damages caused by the pet. Also, any pet-related insect infestation in the pet owner's unit will be the financial responsibility of the pet owner and the GHA reserves the right to exterminate and charge the resident.

17.5 Nuisance or Threat to Health or Safety

The pet and its living quarters must be maintained in a manner to prevent odors and other unsanitary conditions in the owner's unit and surrounding areas.

Repeated substantiated complaints by neighbors or GHA personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, or other nuisance will result in the owner having to remove the pet or move from the unit.

17.6 Designation of Pet Areas

Pets must be kept in the owner's apartment or on a leash at all times when outside (no outdoor cages or fencing may be constructed). Pets owners must clean up after their pets and are responsible for disposing of pet waste. Pets **shall not** be chained or tied up outside the unit. GHA reserves the right to contact the appropriate community authority to remove the pet should one be found to be chained or tied up outside the unit.

17.7 Visiting Pets

Pets that meet the size and type criteria outlined herein may visit the projects/buildings where pets are allowed for up to two weeks with GHA approval. Tenants who have visiting pets must abide by the conditions of this policy regarding health, sanitation, nuisances, and peaceful enjoyment of others. If visiting pets violate this policy or cause the tenant to violate the lease, the tenant will be required to remove the visiting pet.

17.8 Removal of Pets

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

Minutes of Resident Advisory Board Meeting of Sept.11, 2007

Attendance: President Myers representing Scott Towers
Adrinne Clinkscales representing Scattered Sites and Chamlee Court

Mary Blackstone-Ross – GHA Executive Director
Michael J. Raymond – GHA Director of Operations

The meeting was opened by explaining to Mr. Myers and Ms. Clinlscales the purpose of the meeting and that the Housing Authority is required to submit an Annual Plan to HUD that describes its plan of action for the coming year.

The Annual Plan was reviewed and the residents were asked for their comments relative to it.

Mr Myers stated that the elevators in Scott Towers seemed to be unreliable and that he did not see anything within the Plan that addressed that. Ms. Blackstone-Ross stated that both elevators had been completely updated two years ago but staff would check the service tickets to determine the frequency of service calls and if there appeared to be a problem it would be addressed with the Elevator Service Contractor. Mr. Myers indicated that would be fine and had no other concerns.

Ms. Clinkscale stated that many of the Scattered Site homes needed to have the exteriors pressure washed. Ms. Blackstone-Ross stated that we had just discussed that matter at an earlier meeting with staff and the process will begin soon. Ms. Clinkscales had no other concerns.

The meeting was adjourned at 11:30 a.m.

ROSS FUNDING

U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING

OMB Approval No. 2577-0229
Expiration Date: 03/31/2007

**Certification of Election
of Resident Council Board**

Public reporting burden for the collection of information is estimated to average one hour per response. This includes the time for collecting, reviewing, and reporting the data. The information will be used for the ROSS grant. Response to this request for information is required in order to receive the benefits to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.

Instructions for completing this form: Resident associations applying to the ROSS program must certify that the Board of their Resident Council has been duly elected as required by HUD (24 CFR Part 964). All resident associations applying to the ROSS program **must** complete this form and have it signed by an authorized official from the local PHA.

Applicant Name: The Housing Authority of the City of Greenville, SC
Grant to which you are applying: ROSS Family and Homeownership

Certification of Election of Resident Council Board

I CERTIFY The Housing Authority of the City of Greenville, SC
(name of organization)

located in Greenville, SC has duly elected all
(city & state)

of our Resident Council Officers as required by the U.S. Department of Housing and Urban Development, 24 Code of Federal Regulations (CFR), Part 964.

Date of Most Recent Resident Council Board Election: 12/16/2006

Name and Position of Resident Council officers:

Natasha Freeman - Scattered Sites/Chamlee Court President

Hattie Shell - Brook Haven President

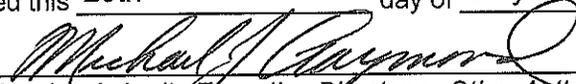
Renona Herrera - Westview President

President Meyer - Scott Towers President

Ronald Lewis - Garden Apartment President

The above information is true and correct to the best of my knowledge.

Signed this 20th day of July, 2007.

By: 
Housing Authority Executive Director or Other Authorized Representative

For: The Housing Authority of the City of Greenville, SC
(Housing Authority Name, Address, and Telephone)

Greenville Housing Authority
511 Augusta St.
Greenville, SC 29603

Board of Commissioners
Resident Board Member

Mamie L. Hudson
200 Carter St.
Greenville, SC 29607

Ms. Hudson serves at the discretion of the Mayor with her current term expiring in November, 2007.

Section 8 Homeownership Capacity Statement

The Greenville Housing Authority is well-versed in the regulations pertaining to the Section 8 Homeownership Program and in addition our Certified Homeownership Counselors currently have 190 clients receiving credit counseling; 105 receiving budget counseling; 30 participants have completed homebuyer's education; 19 have purchased homes; 6 are participating in post – purchase counseling; and as a result of our excellent program we have prevented 3 foreclosures.

The Board of Commissioners and the Executive Director are committed to providing comprehensive homebuyer education to as many applicants as possible in order for them to experience the “American Dream” of successful homeownership.

22.0 SECTION 8 HOME OWNERSHIP PROGRAM

1. GENERAL PROVISIONS.

The Section 8 Home Ownership Program of the Greenville Housing Authority ("GHA") permits eligible participants in the Section 8 housing choice voucher program, including participants with portable vouchers, the option of purchasing a home with their Section 8 assistance rather than renting. Participants may have their choice of (1) receiving monthly home ownership assistance for the term permitted by HUD regulations; or (2) receiving a single grant to be used toward the down payment and/or reasonable and customary closing costs required in connection with the purchase of a home after this option is authorized by HUD (pending approval and publishing of the Final Rule governing the down payment option).

The home ownership option is limited to five percent (5%) of the total Section 8 voucher program administered by GHA in any fiscal year, provided that disabled families shall not be subject to the 5% limit. If applications exceed such 5% limit, participants in a bona-fide case management program shall receive priority for participation in the home ownership program.

Eligible applicants for the Section 8 home ownership program must have completed an initial one year Public Housing or Section 8 lease term, may not owe GHA or any other Housing Authority an outstanding debt, and must meet the eligibility criteria set forth herein.

Section 8 home ownership assistance may be used to purchase the following type of homes within the County of Greenville: new or existing single-family, condominium, planned use developments, cooperatives, lofts, live/work units, or manufactured homes. GHA also will permit portability of Section 8 home ownership assistance to another jurisdiction, provided the receiving jurisdiction operates a Section 8 home ownership program for which the Section 8 home ownership applicant qualifies.

2. FAMILY ELIGIBILITY REQUIREMENTS.

Participation in the Section 8 home ownership program is voluntary. Each Section 8 home ownership participant must meet the general requirements and be eligible for admission to and/or participation in the Section 8 housing choice voucher program as set forth in GHA's Administrative Plan. Such Section 8 family also must be "eligible" to participate in the home ownership program. The additional eligibility requirements for participation in GHA's Section 8 home ownership program include that the family must: (A) be a first-time homeowner or have a member who is a person with disabilities; (B) with the exception of elderly and disabled households, demonstrate that they inimum income requirement without counting income from "welfare assistance" sources; (C) with the exception of elderly and disabled households, demonstrate that they meet the requisite employment criteria; (D) have successfully completed one year's participation in GHA's Section 8 housing choice voucher program or GHA's Public Housing Program; (E) be in good standing and have fully

repaid any outstanding debt owed to GHA or any other Housing Authority; (F) demonstrate that the purchaser has not defaulted on a mortgage securing debt to purchase a home under the home ownership option; and (G) not have any member who has a present ownership interest in a residence at the commencement of home ownership assistance (H) ; Demonstrate completion of a homeownership counseling program approved by GHA

A. First-Time Homeowner.

Each Section 8 family, except families with a disabled member, must be a first-time homeowner. A "first-time homeowner" means that no member of the household has had an ownership interest in a principal residence during the three years preceding commencement of home ownership assistance or be a family that owns shares in a cooperative. However, is considered a "first-time homeowner" for purposes of the Section 8 Home ownership option The right to purchase title to a residence under a lease-purchase agreement is not considered an "ownership interest".

B. Minimum Income Requirement.

(1) Amount of Income.

At the time the family begins receiving home ownership assistance, the head of household, spouse, and/or other adult household members who will own the home, must have a gross annual income at least equal to the Federal minimum hourly wage multiplied by 2000 hours.

(2) Exclusion of Welfare Assistance Income.

With the exception of elderly and disabled families, GHA will disregard any "welfare assistance" income in determining whether the family meets the minimum income requirement. Welfare assistance includes assistance from Temporary Assistance for Needy Families ("TANF"); Supplemental Security Income ("SSI") that is subject to an income eligibility test; food stamps; general assistance; or other welfare assistance specified by HUD. The disregard of welfare assistance income under this section affects the determination of minimum monthly income in determining initial qualification for the home ownership program. It does not affect the determination of income-eligibility for admission to the Section 8 housing choice voucher program, calculation of the family's total tenant payment, or calculation of the amount of home ownership assistance payments.

The minimum income standard for disabled families will be equal to the monthly Federal Supplemental Security Income (SSI) benefit for an individual living alone (or paying his or her share of food and housing costs) multiplied by twelve.

C. Employment History.

With the exception of disabled and elderly households, each family must demonstrate that one or more adult members of the family who will own the home at

commencement of home ownership assistance is employed an average of 30 hours per week and has been so continuously employed for one year prior to participation in the Section 8 Housing Choice Voucher homeownership option.

D. Completion of Initial Lease Term.

Applicants for and new participants in the Section 8 housing choice voucher program shall not be eligible for participation in the Section 8 home ownership program until one year successful participation in GHA's Section 8 . Housing Choice Voucher program or one year's successful participation in GHA's Public Housing program. This provision will preclude Section 8 participants who have completed an initial lease term in another jurisdiction from participating in the Section 8 home ownership program until they have successfully completed one year's participation in GHA's Section 8 or Public Housing program.

E. Repayment of Any Housing Authority Debts.

Participants in the Section 8 housing choice voucher program shall be ineligible for participation in the Section 8 home ownership program in the event any debt or portion of a debt remains owed to GHA or any other Housing Authority. Nothing in this provision will preclude Section 8 participants that have fully repaid such debt(s) from participating in the Section 8 home ownership program.

F. Additional Eligibility Factors.

(1) Elderly and Disabled Households.

Elderly and disabled families are exempt from the employment requirements set forth in Section 2. C above. In the case of an elderly or disabled family, GHA will consider income from all sources, including welfare assistance received by adult elderly or disabled family members who will own the home, in evaluating whether the household meets the minimum income required to purchase a home through the Section 8 home ownership program.

(2) Five Percent (5%) Limitation

In the event the applications for home ownership assistance exceeds five percent (5%) of GHA's total voucher program in any fiscal year, a waiting list of Section 8 Homeownership applicants will be maintained utilizing date and time of homeownership application as the basis for placement on the waiting list.

(3) Prior Mortgage Defaults.

If a head of household, spouse, or other adult household member who will execute the contract of sale, mortgage and loan documents has previously defaulted on a mortgage obtained through the Section 8 home

ownership program, the family will be ineligible to participate in the home ownership program.

- G. Eligible family must demonstrate attendance in and satisfactory completion of a home ownership counseling program approved by GHA. A family's participation in the home ownership program is conditioned on the family attending and successfully completing a home ownership and housing counseling program provided or approved by GHA. The home ownership and counseling program will cover home maintenance; budgeting and money management; credit counseling; negotiating purchase price; securing mortgage financing; finding a home; and the advantages of purchasing and locating homes in areas that do not have a high concentration of low-income families. The counseling agency providing the counseling program shall either be approved by HUD or the program shall be consistent with the home ownership counseling provided under HUD's Housing Counseling program. GHA may require families to participate in a GHA-approved home ownership counseling program on a continuing basis.

3. FAMILY PARTICIPATION REQUIREMENTS.

Once a family is determined to be eligible to participate in the program, it must comply with the following additional requirements: (A) within a specified time, locate the home it proposes to purchase and submit a sales agreement containing specific components to GHA for approval; (B) allow GHA to inspect the proposed home ownership dwelling to assure that the dwelling meets appropriate housing quality standards; (C) obtain an independent inspection covering major building systems; (D) obtain GHA approval of the proposed mortgage (which must comply with generally accepted mortgage underwriting requirements); and (E) excepting participants receiving only down payment assistance (pending HUD down payment assistance program implementation), enter into a written agreement with GHA to comply with all of its obligations under the Section 8 program.

A. Locating and Purchasing a Home.

(1) Locating A Home

Upon approval for the Section 8 home ownership program, a family shall have sixty (60) days to locate a home to purchase. A home shall be considered located if the family submits a proposed sales agreement with the requisite components to GHA. For good cause, GHA may extend a Section 8 family's time to locate the home for two additional thirty (30) day increments. During a Section 8 participant's search for a home to purchase, their Section 8 rental assistance shall continue pursuant to the Administrative Plan. If a Section 8 participant family is unable to locate a home within the time approved by GHA, their Section 8 rental assistance through the Section 8 housing choice voucher program shall continue.

(2) Type of Home.

A family approved for Section 8 home ownership assistance may purchase the following type of homes within the County of Greenville: a new or existing home, a single-family home, a condominium, a home in a planned use development, a cooperative, a loft or live/work unit, or a manufactured home to be situated on a privately owned lot or on a leased pad in a mobile home park. However, in any situation where the family does not also own fee title to the real property on which the home is located the family must have the right to occupy the site for a period of at least forty years and the home must have a permanent foundation. The home must be already existing or under construction at the time the family enters into the contract of sale.

The family also may purchase a home in a jurisdiction other than the County of Greenville, provided the Housing Authority in the receiving jurisdiction operates a Section 8 home ownership program for which the Section 8 home ownership applicant qualifies. When the family purchases a home outside of Greenville County a family's participation in the Section 8 home ownership program will be subject to the Section 8 home ownership program and policies of the receiving jurisdiction.

(3) Purchasing a Home.

Once a home is located and a sales agreement approved by GHA is signed by the family, the family shall have up to three (3) months to purchase the home.

(4) Failure to Complete Purchase.

If a Section 8 participant is unable to purchase the home within the maximum time permitted by GHA, GHA shall continue the family's participation in the Section 8 housing choice voucher program. The family may not re-apply for the Section 8 home ownership program until they have completed an additional year of participation in the Section 8 housing choice voucher program following the initial determination of their eligibility for the home ownership option.

(5) Lease-Purchase

Families may enter into lease-purchase agreements while receiving Section 8 rental assistance. All requirements of the housing choice voucher program apply to lease-purchase agreements, except that families are permitted to pay an extra amount out-of-pocket to the owner for purchase related expenses-- a "home ownership premium." Any "home ownership premium," defined as an increment of value attributable to the value of the lease-purchase right or agreement, is excluded from GHA's rent reasonableness determination and subsidy calculation, and must be absorbed by the family. When a lease-purchase participant family is ready to exercise their option, they must notify

the Home Ownership Counselor at GHA and apply for the home ownership option. If determined eligible for home ownership assistance, the family may be admitted to the home ownership program and must meet all the requirements of these policies.

(6) Sales Agreement.

Prior to execution of the offer to purchase or sales agreement, the financing terms must be provided by the family to GHA for approval. The sales agreement must provide for inspection by GHA and the independent inspection referred to in Section 3(E) and must state that the purchaser is not obligated to purchase unless such inspections are satisfactory to GHA. The contract also must provide that the purchaser is not obligated to pay for any necessary repairs without approval by GHA. The sales agreement must provide that the purchaser is not obligated to purchase if the mortgage financing terms are not approved by GHA pursuant to Section 3(F). The sales agreement must also contain a seller certification that the seller is not debarred, suspended, or subject to a limited denial of participation under 24 CFR part 24.

B.. GHA Initial Inspection Conducted

To assure the home complies with the housing quality standards of the Section 8 program, home ownership assistance payments may not commence until GHA first inspects and approves the home in accordance with HQS requirements.

C. Independent Inspection Conducted

An independent inspection covering major building systems also must be completed by a professional selected by the family and approved by GHA. GHA will not pay for the independent inspection. The independent inspection report must be provided to GHA. GHA may disapprove the unit due to information contained in the report or for failure to meet federal housing quality standards.

D.. Financing Requirements.

The proposed financing terms must be submitted to and approved by GHA prior to close of escrow. GHA shall determine the affordability of the family's proposed financing. In making such determination, GHA may take into account other family expenses, including but not limited to child care, unreimbursed medical expenses, education and training expenses and the like. Certain types of financing, including but not limited to seller financing mortgages and balloon payment mortgages are prohibited and will not be approved by GHA. If a mortgage is not FHA-insured, GHA will require the lender to comply with generally accepted mortgage underwriting standards consistent with those of HUD/ FHA, Ginnie Mae, Fannie Mae, Freddie Mac, State Housing Finance Agency, USDA Rural Housing Services, the Federal Home Loan Bank, or other private lending institution.

E Compliance With Family Obligations.

A family choosing to receive ongoing monthly home ownership assistance must agree, in writing, to comply with all family obligations under the Section 8 program and GHA's home ownership policies. These obligations include (1) attending post purchase home ownership counseling as required by GHA; (2) complying with the mortgage terms; (3) not selling or transferring the home to anyone other than a member of the assisted family who resides in the home while receiving home ownership assistance; (4) not refinancing or adding debt secured by the home without prior approval by GHA; (5) not obtaining a present ownership interest in another residence while receiving home ownership assistance; and (6) supplying all required information to GHA, including but not limited to annual verification of household income, notice of change in home ownership expenses, notice of move-out, and notice of mortgage default. GHA's Home Ownership Family Obligation policies are set forth in Appendix A hereto.

G. Compliance Lien

Upon purchase of a home, a family choosing to receive ongoing monthly home ownership assistance must execute documentation as required by HUD and GHA, consistent with State and local law.

4. AMOUNT OF ASSISTANCE .

The amount of the monthly assistance payment will be based on three factors: the voucher payment standard for which the family is eligible; the monthly home ownership expense; and the family's household income. GHA will pay the lower of either the payment standard minus the total family contribution ("TFC") or the family's monthly home ownership expenses minus the TFC. The Section 8 family will pay the difference.

A. Determining the Payment Standard.

The voucher payment standard is the fixed amount the GHA annually establishes as the "fair market" rent for a unit of a particular size located within the GHA jurisdiction. In the home ownership program, the initial payment standard will be the lower of either (1) the payment standard for which the family is eligible based on family size; or (2) the payment standard which is applicable to the size of the home the family decides to purchase. The payment standard for subsequent years will be based on the higher of: (1) the payment standard in effect at commencement of the home ownership assistance; or (2) the payment standard in effect at the most recent regular reexamination of the family's income and size. The initial payment standard, for purposes of this comparison, shall not be adjusted even if there is a subsequent decrease in family size. GHA will request HUD approval of a higher payment

standard, up to 120% of the published Fair Market Rent limit, where warranted as a reasonable accommodation for a family that includes a person with disabilities.

B. Determining the Monthly Home Ownership Expense.

Monthly home ownership expense includes all of the following: principal and interest on the initial mortgage and any mortgage insurance premium (MIP) incurred to finance the purchase and any refinancing of such debt; real estate taxes and public assessments; homeowner's insurance; maintenance expenses per GHA allowance; costs of major repairs and replacements per GHA allowance (replacement reserves); utility allowance per GHA's schedule of utility allowances; principal and interest on mortgage debt incurred to finance major repairs, replacements or improvements for the home including changes needed to make the home accessible; and land lease payments and homeowner association dues, fees or regular charges assessed, if any. Home ownership expenses for a cooperative member may only include GHA approved amounts for the cooperative charge under the cooperative occupancy agreement including payment for real estate taxes and public assessments on the home; principal and interest on initial debt incurred to finance purchase of cooperative membership shares and any refinancing of such debt; home insurance; the allowances for maintenance expenses, major repairs and replacements and utilities; and principal and interest on debt incurred to finance major repairs, replacements, or improvements, including changes needed to make the home accessible.

C. Determining the Total Family Contribution

The TFC is that portion of the home ownership expense that the family must pay. It is generally 30% percent of the family's adjusted income, plus any gap between the payment standard and the actual housing cost. All family income (including public assistance), will be counted to determine the family's adjusted monthly income for purposes of determining the amount of assistance.

D. Payment to Family or Lender.

GHA will provide the lender with notice of the amount of the housing assistance payment prior to close of escrow and will pay GHA's contribution towards the family's homeowner expense directly to the family, unless otherwise required by the lender. The family will be responsible to submit the entire mortgage payment to the lender unless the lender requires direct payment of GHA's contribution.

E. DOWN PAYMENT AND CLOSING COSTS GRANT

Families choosing to receive only a single grant to be used for down payment (pending HUD approval of down payment option) or closing costs may receive an

amount equal to twelve times the difference between the applicable payment standard and the total tenant payment.

5. **TERMINATION OF SECTION 8 HOME OWNERSHIP ASSISTANCE.**

A. **Grounds for Termination of Ongoing Monthly Home Ownership Assistance**

- (1) **Failure to Comply with Family Obligations Under Section 8 Program or GHA's Home Ownership Policies.**

A family's home ownership assistance may be terminated if the family fails to comply with its obligations under the Section 8 program, GHA home ownership policies, or if the family defaults on the mortgage. If required, the family must attend and complete ongoing home ownership and housing counseling classes. The family must comply with the terms of any mortgage incurred to purchase and/or refinance the home. The family must provide GHA with written notice of any sale or transfer of any interest in the home; any plan to move out of the home prior to the move; the family's household income and home ownership expenses on an annual basis; any notice of mortgage default received by the family; and any other notices which may be required pursuant to GHA home ownership policies. Except as otherwise provided in this Section, the family may not convey or transfer the home to any entity or person other than a member of the assisted family while receiving home ownership assistance.

- (2) **Occupancy of Home.**
Home ownership assistance will only be provided while the family resides in the home. If the family moves out of the home, GHA will not continue home ownership assistance commencing with the month after the family moves out. Neither the family nor the lender is obligated to reimburse the GHA for home ownership assistance paid for the month the family moves out.

- (3) **Changes in Income Eligibility.**

A family's home ownership assistance may be changed in the month following annual recertification of the household income, but participation in the Section 8 Home Ownership program shall continue until such time as the assistance payment amounts to \$0 for a period of six (6) consecutive months.

- (4) **Maximum Term of Home Ownership Assistance.**

Notwithstanding the provisions of Section 5(A), subparagraphs 1 through 3, except for disabled and elderly families, a family may receive Section 8 home ownership assistance for not longer than ten (10) years from the date of close of escrow unless the initial mortgage incurred to finance purchase of the home has a term that is 20 years or longer, in which case the maximum term is 15 years. Families that qualify as elderly at the commencement of home ownership assistance are not subject to a maximum term limitation. Families that qualify as disabled families at the commencement of home ownership assistance or at any time during the provision of home ownership assistance are not subject to a maximum term limitation. If a disabled family or elderly family ceases to qualify as disabled or elderly, the appropriate maximum term becomes applicable from the date home ownership assistance commenced; provided, however, that such family shall be eligible for at least six additional months of home ownership assistance after the maximum term becomes applicable. The time limit applies to any member of the household who has an ownership interest in the unit during any time that home ownership payments are made, or is a spouse of any member of the household who has an ownership interest.

B. Procedure for Termination of Home Ownership Assistance.

A participant in the Section 8 Home Ownership program shall be entitled to the same termination notice and informal hearing procedures as set forth in the Administrative Plan of the GHA for the Section 8 housing choice voucher program.

6. CONTINUED PARTICIPATION IN SECTION 8 HOUSING CHOICE VOUCHER PROGRAM.

A. Default on FHA-Insured Mortgage.

If the family defaults on an FHA-insured mortgage, GHA will not permit the family to move with continued Section 8 housing choice rental assistance. This default will be considered a violation of the family obligations and subject to the same consequences as established for the Section 8 Housing Choice Voucher rental participant in the Section 8 Administrative Plan.

B. Default on non-FHA-Insured Mortgage.

If the family defaults on a mortgage that is not FHA-insured, GHA will not permit the family to move with continued Section 8 housing choice voucher rental assistance. This default will be considered a violation of the family obligations and subject to the same consequences as established for the Section 8 Housing Choice Voucher rental participant in the Section 8 Administrative Plan.

B. Return to Tenant-Based Assistance

A family who receives a down payment grant (pending HUD approval of the down payment option) may not return to tenant-based rental assistance until 18 months have passed since the receipt of down payment assistance and so long as any family member owns any title or other interest in the home purchased with home ownership assistance. When a down payment grant is received and a member of the family sells the unit for an amount that is less than the fair market value of the unit at the time of the sale, then the family may not return to the tenant-based rental assistance program until a period of time equal to the amount by which the family sold the home for less than its market value divided by the fair market rent for the eligible unit size. For example, the 3BR home is currently valued at \$50,000 and the family sells the unit for \$20,000. The current FMR for the 3 BR unit (size of the home) is \$716.00; then $\$50,000 - \$20,000 = \$30,000$ divided by $\$716 = 41.89$. In the example, the family must wait 42 months after receipt of the down payment assistance before returning to tenant assistance.

7. GHA ADMINISTRATIVE FEE.

For each month that home ownership assistance is paid by GHA on behalf of the family, GHA shall be paid the ongoing administrative fee described in 24 C.F.R. §982.152(b). For each family that receives a down payment grant (pending HUD down-payment program approval and implementation), GHA shall be paid an amount equal to six months of its ongoing regular administrative fee under the voucher program.

8. WAIVER OR MODIFICATION OF HOME OWNERSHIP POLICIES.

The Executive Director of GHA shall have the discretion to waive or modify any provision of the Section 8 home ownership program or policies not governed by statute or regulation for good cause or to comply with changes in HUD regulations or directives.

APPENDIX A

SECTION 8 HOME OWNERSHIP OBLIGATIONS

This form is to be signed by the home buyer(s) in the presence of the Greenville Housing Authority's (GHA) Section 8 Home Ownership Program Coordinator. The Coordinator will explain any and all clauses which you, the home buyer(s), may not understand.

The following paragraphs describe your responsibilities under the Section 8 Home Ownership Program. If you or members of your household do not meet these responsibilities, through your actions or your failure to act, you may be terminated from the Section 8 Home Ownership program.

1. **Family Obligations:** You must comply with all Family Obligations of the Section 8 Housing Choice Voucher Program, excepting only the prohibition against owning or having an interest in the unit.
2. **Housing Counseling:** All participating family members (i.e. those signing the purchase offer and loan documents) must satisfactorily complete a GHA provided or approved counseling program prior to commencement of home ownership assistance. GHA may require any or all participating family members attend additional housing counseling classes as a condition of continued assistance.
3. **Purchase Contract:** You must include contract conditions in any Offer to Purchase that give GHA a reasonable time (a) to inspect the home for compliance with HUD's Housing Quality Standards; (b) to review and approve a professional home inspection report obtained by you from a GHA approved inspector; and (c) approve the terms of your proposed financing. **Advise your Realtor of these requirements.**
4. **Mortgage Obligations:** You must comply with the terms of any mortgage incurred in the purchase of the property and must notify GHA's Section 8 Home Ownership Program Counselor within five (5) days of receipt of any late payment or default notice.
- (3) **Occupancy:** You must occupy the unit as your principal residence. You may not transfer, sell, or assign any interest in the property without GHA's prior written consent. You may not rent or lease any part of the premises without GHA's prior written consent. You must notify GHA in writing at least 30 days prior to moving out of the house for a period of 30 days or longer or prior to any sale, transfer, assignment, lease or other form of alienation of the assisted property.
 6. **Maintenance:** You must maintain the property in a decent, safe and sanitary manner. You must allow GHA to inspect the property within one-week of a demand by GHA to conduct an inspection. You must correct any notice of deficiency issued by GHA within the time limit specified in the notice. If you fail to adequately maintain the property, GHA may divert the maintenance and replacement reserves portions of the Home Ownership Assistance Payment to an escrow account to be used to pay for reasonable and necessary maintenance expenses.
7. **Annual Re-examination:** You must annually provide GHA with current information regarding family income and composition in a format required by GHA. Annual re-examination for homeownership participants will be the same as for the Housing Choice Voucher rental assistance program.
8. **Refinancing:** You must notify GHA in writing of any proposal to refinance the original purchase mortgage or of any proposal to encumber the property with secondary financing and obtain GHA's written approval of such financing prior to executing any loan documents.

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF GREENVILLE

Notice is hereby given that a Public Hearing of the Board of Commissioners of the Housing Authority of the City of Greenville, SC will be held in the Community Room of Scott Towers, 511 Augusta Street, on October 11, 2007 at 3:00 p.m. for the following purpose:

To Present and Receive Comments on the Annual Plan for 2008.

Mary Blackstone-Ross

Executive Director

GREENVILLE HOUSING AUTHORITY RESIDENT ADVISORY BOARD MEMBERS - 2007

Mr. President Myers
511 Augusta St.
Scott Towers, Apt. 1410
Greenville, SC 29605

Ms. Adrinne Clinkscales
220 Helen St.
Piedmont, SC 29673

Mr. Ronald Lewis
80 Thruston St.
Garden Apts., Apt. 108
Greenville, SC 29605

Ms. Renona Herrera
81 S. Textile St., Apt. F 34
Greenville, SC 29611

Ms. Hattie Shell
430 Perry Ave., Apt. 2 B
Greenville, SC 29601

**Greenville Housing Authority
Resident Advisory Meeting**

**SIGN IN SHEET
September 11, 2007**

1. Adrienne Penkeals
2. President, N/AAS # 14710
3. Michael J. Gagnon
4. Mary Blackstone-Ross
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

**PUBLIC HEARING TO RECEIVE COMMENTS ON THE GREENVILLE HOUSING
AUTHORITY PHA PLAN FOR 2008**

3:00 P.M.

OCTOBER 11, 2007

The Public Hearing to receive comments regarding the 2007 PHA Plan was held prior to the convening of the 4:00 p.m. October regular meeting of the Board of Commissioners.

Chairman Graben opened the Public Meeting by stating the purpose of the Hearing and providing background information as to the necessity to hold the Hearing.

There were no members of the general public in attendance at the Public Hearing so at approximately 3:30 p.m. the Hearing was closed and the Board began its regular monthly meeting.