

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

PHA Plans

5 Year Plan for Fiscal Years 2008 - 2012

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: Kingsport Housing & Redevelopment Authority

PHA Number: TN-006

PHA Fiscal Year Beginning: (mm/yyyy) 04/2008

PHA Programs Administered:

Public Housing and Section 8
 Section 8 Only
 Public Housing Only
 Number of public housing units: **583**
 Number of S8 units:
 Number of public housing units:
 Number of S8 units: **1242**

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 2008 - 2012
[24 CFR Part 903.5]

A. Mission

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

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

The PHA's mission is: (state mission here)
We affirm that shelter is a basic human necessity and we are dedicated to provide decent housing opportunities to those in need in the Greater Kingsport Area. We believe that blighted areas undermine the vibrancy of our community and therefore we are committed to acting as a catalyst for successful redevelopment efforts in the community.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below) work with TAHRA in their efforts to create affordable assisted living facilities; work with ARCH and other service providers to apply for Shelter Plus Care, HOPWA and Supportive Housing.

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score) 92
 - Improve voucher management: (SEMAP score) 89
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

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

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: (list below)

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.

N/A

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	1
1. Housing Needs	6
2. Financial Resources.....	12
3. Policies on Eligibility, Selection and Admissions	13
4. Rent Determination Policies.....	23
5. Operations and Management Policies	29
6. Grievance Procedures.....	32
7. Capital Improvement Needs.....	33
8. Demolition and Disposition	35
9. Designation of Housing.....	36
10. Conversions of Public Housing.....	37
11. Homeownership	39
12. Community Service Programs.....	41
13. Crime and Safety	46
14. Pets (Inactive for January 1 PHAs).....	48
15. Civil Rights Certifications (included with PHA Plan Certifications)	55
16. Audit.....	56
17. Asset Management	57
18. Other Information.....	58

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 (D – tn006d01)
- FY 2008 Capital Fund Program Annual Statement (A – tn006a01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) N/A
- List of Resident Advisory Board Members (J – tn006j01)
- List of Resident Board Member (K – tn006k01)
- Community Service Description of Implementation (*new* - page 40)
- Information on Pet Policy (page 47)
- Section 8 Homeownership Capacity Statement, if applicable (G – tn006g01)
- Description of Homeownership Programs, if applicable (*new* page 38)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2008 Capital Fund Program 5 Year Action Plan (E – tn006e01)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (page 57)
- 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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 eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	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
X	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
X	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) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
None	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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	1501	5	5	5	5	5	5
Income >30% but <=50% of AMI	310	5	5	5	5	5	5
Income >50% but <80% of AMI	53	5	5	5	5	5	5
Elderly	45	5	5	5	5	5	5
Families with Disabilities	3	5	5	5	5	5	5
White	1673	5	5	5	5	5	5
Black	187	5	5	5	5	5	5
Hispanic	0	5	5	5	5	5	5
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
Northeast TN/VA HOME Consortium
Indicate year: 2005 (C – tn006c01)
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information) **Waiting List**

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			
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	305		754
Extremely low income <=30% AMI	247	81.0	
Very low income (>30% but <=50% AMI)	53	17.4	
Low income (>50% but <80% AMI)	5	1.6	
Families with children	60	19.7	
Elderly families	3	1.0	
Families with Disabilities	5	1.6	
Race/ethnicity White	260	85.2	
Race/ethnicity Black	45	14.8	
Race/ethnicity Other	0	0	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	228	74.8	168
2 BR	49	16.1	398
3 BR	28	9.1	165
4 BR	0	0	21
5 BR	0	0	2
5+ BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List

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	1762		323
Extremely low income <=30% AMI	1425	80.9	
Very low income (>30% but <=50% AMI)	284	16.1	
Low income (>50% but <80% AMI)	51	2.9	
Families with children	942	53.5	
Elderly families	45	25.5	
Families with Disabilities	181	10.3	
Race/ethnicity White	1589	90.2	
Race/ethnicity Black	171	9.7	
Race/ethnicity Other	2	0.1	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
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			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below) **Implement CSS in HOPE VI**

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below) **Implement CSS in HOPE VI**

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 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 (FY 2008 grants)		
a) Public Housing Operating Fund	\$1,402,056	
b) Public Housing Capital Fund	842,713	
c) HOPE VI Revitalization	1,115,000	
d) HOPE VI Demolition	-0-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,992,650	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	
g) Resident Opportunity and Self-Sufficiency Grants	128,351	
h) Community Development Block Grant	35,332	Lee Family Learning Center
i) HOME	N/A	
Other Federal Grants (list below)		
Shelter Plus Care Program	340,620	SPC
Supportive Housing Program	105,617	SHP
HOPWA	333,250	HOPWA
2. Prior Year Federal Grants (unobligated funds only) (list below)	-0-	
3. Public Housing Dwelling Rental Income	748,250	Public Housing Operations
4. Other income (list below)		
Excess Utilities & Maintenance	117,900	Public Housing Operations
4. Non-federal sources (list below)		
Redevelopment (City of Kingsport)	76,500	Redevelopment
Redevelopment (Sullivan County)	10,000	Redevelopment
Total resources	\$11,248,239	

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: 1)
- When families are within a certain time of being offered a unit: (state time)
- 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)

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?

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

2 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
Substandard housing
- 0 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)

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) Resident Orientation

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

Other (list policies and developments targeted below)

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

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

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

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

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

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)

(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) Neighborhood Service Center – Johnson County

(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:

At the program participant's request due to circumstances beyond their control

(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)
1. Persons 62 or older
2. Residents of KHRA whose unit, because of disability, becomes substandard/obsolete
3. Residents of KHRA public housing who complete homeownership training and are creditworthy
4. Johnson County (one time, up to total of 60 participants)
5. Unicoi County (one time, up to total of 50 participants)
6. Transitional Housing Program participants (up to 52 participants)
7. Greene County (one time, up to total of 100 participants)

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.

2 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 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)
 - 1. Persons 62 or older
 - 2. Residents of KHRA whose unit, because of disability, becomes substandard/obsolete
 - 3. Residents of KHRA public housing who complete homeownership training and are creditworthy
 - 4. Johnson County (one time, up to total of 60 participants)
 - 5. Unicoi County (one time, up to total of 50 participants)
 - 6. Transitional Housing Program participants (up to 52 participants)
 - 7. Greene County (one time, up to total of 100 participants)

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) Service Providers (Frontier Health, ARCH)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

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

For specified general occupancy developments

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

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

Other (list below)

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

Market comparability study

Fair market rents (FMR)

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)
Any time the family experiences a change in income
Any time the family experiences a change in family composition

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)
Flat Rent Analysis (NFC)

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)
If person is disabled and unit is accessible, relative to disability, subject to HUD Field office approval.

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)
Current FMRs

(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)

Hardship Requests for an Exception to Minimum Rent

The PHA recognizes that in some circumstances even the minimum rent may create a financial hardship for families. The PHA will review all relevant circumstances brought to the PHA's attention regarding financial hardship as it applies to the minimum rent. The following section states the PHA's procedures and policies in regard to minimum rent financial hardship as set forth by the Quality Housing and Work Responsibility Act of 1998. HUD has defined circumstances under which a hardship could be claimed. (24 CFR 5.630)

Criteria for Hardship Exception

In order for a family to qualify for a hardship exception the family's circumstances must fall under one of the following HUD hardship criteria:

The family has lost eligibility or is awaiting an eligibility determination for Federal, State, or local assistance, including a family with a member who is a noncitizen lawfully admitted for permanent residence under the Immigration and Nationality Act, and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996.

The family would be evicted as a result of the imposition of the minimum rent requirement;

The income of the family has decreased because of changed circumstances, including loss of employment, death in the family, or other circumstances as determined by the PHA or HUD.

PHA Notification to Families of Right to Hardship Exception

The PHA will notify all families subject to minimum rents of their right to request a minimum rent hardship exception. "Subject to minimum rent" means the minimum rent was the greatest figure in the calculation of the greatest of 30% of monthly adjusted income, 10% of monthly income, minimum rent or welfare rent.

The PHA notification will advise families that hardship exception determinations are subject to PHA review and hearing procedures.

The PHA will review all family requests for exception from the minimum rent due to financial hardships.

Suspension of Minimum Rent

The PHA will grant the minimum rent exception to all families who request it, effective the first of the following month.

The minimum rent will be suspended until the PHA determines whether the hardship is:

Covered by statute

Temporary or long term

"Suspension" means that the PHA must not use the minimum rent calculation until the PHA has made this decision.

During the minimum rent suspension period, the family will not be required to pay a minimum rent and the housing assistance payment will be increased accordingly.

If the PHA determines that the minimum rent is not covered by statute, the PHA will impose a minimum rent including payment for minimum rent from the time of suspension.

Temporary Hardship

If the PHA determines that the hardship is temporary, a minimum rent will not be imposed for a period of up to 90 days from the date of the family's request. At the end of the temporary suspension period, a minimum rent will be imposed retroactively to the time of suspension.

The PHA will offer a repayment agreement to the family for any such rent not paid during the temporary hardship period. (See "Owner and Family Debts to the PHA" chapter for Repayment agreement policy).

Long-Term Duration Hardships [24 CFR 5.616(c)(3)]

If the PHA determines that there is a qualifying long-term financial hardship, the PHA must exempt the family from the minimum rent requirements for as long as the hardship continues. The exemption from minimum rent shall apply from the first day of the month following the family's request for exemption.

Retroactive Determination

The PHA will reimburse the family for any minimum rent charges which took effect after October 21, 1998 that qualified for one of the mandatory exceptions.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

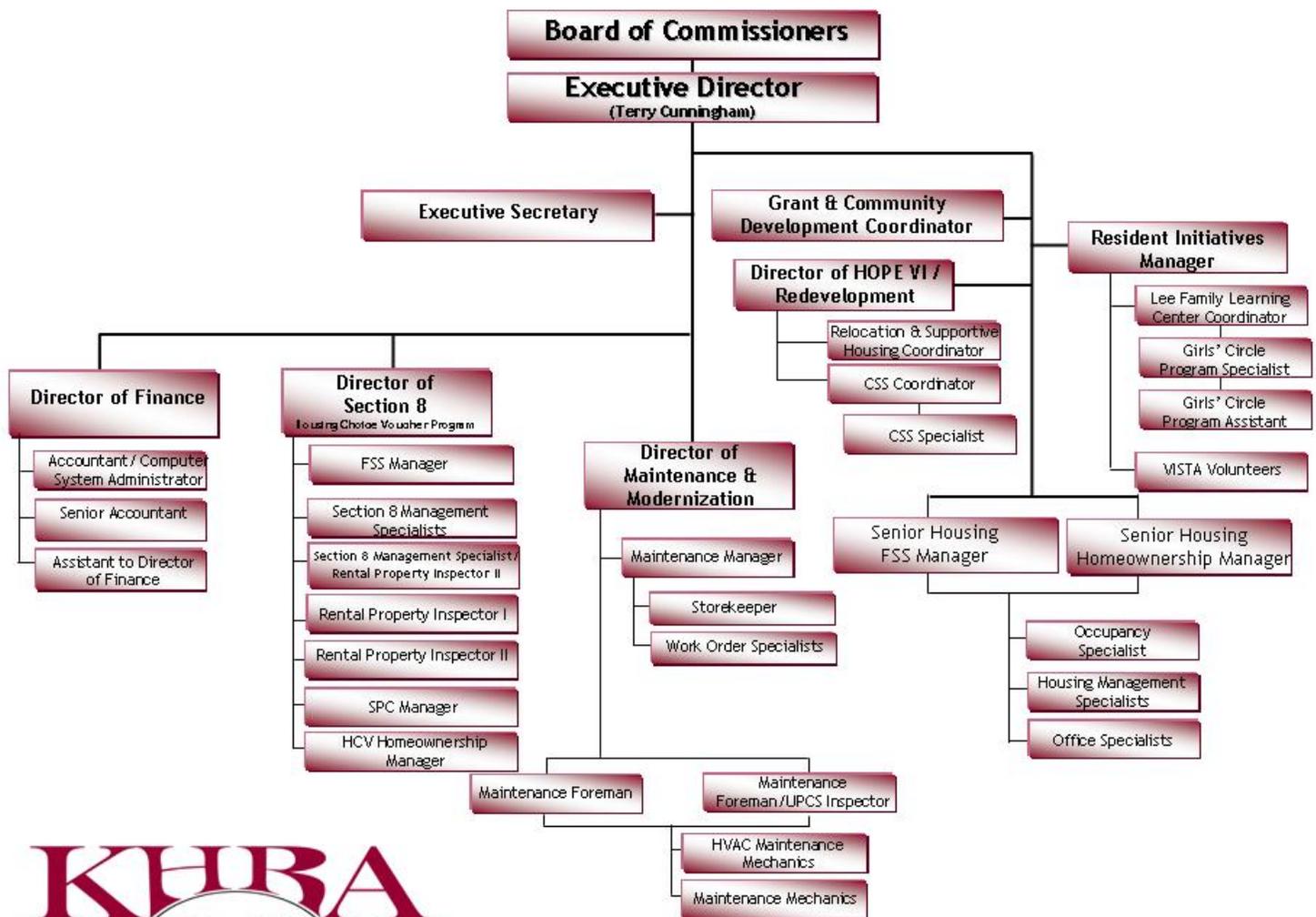
Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

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:



ORGANIZATION

Sep-07

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	508	280
Section 8 Vouchers	1242	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 & Continued Occupancy Policy

- (2) Section 8 Management: (list below)

Section 8 Administrative Plan

- (2) Maintenance & Modernization: (list below)

Maintenance Operation 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)

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) (A - tn006a01)

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)(E - tn006e01)

-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: Riverview
2. Development (project) number: TN6-2/3
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:
TN6-2, TN6-3

- 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:
Implementation of HOPE VI New Construction of 38 units to replace the 92 units demolished.

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	Riverview Apartments
1b. Development (project) number:	TN06-002
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input 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:	(10/4/06)
5. Number of units affected:	56
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: 7/1/08 b. Projected end date of activity: 7/1/09

Demolition/Disposition Activity Description	
1a. Development name:	Riverview Apartments
1b. Development (project) number:	TN06-003
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input 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:	(10/4/06)
5. Number of units affected:	36
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: 7/1/08 b. Projected end date of activity: 7/1/09

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:	<input type="checkbox"/> 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
3. Application status (select one)	<input type="checkbox"/> Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, submitted, or planned for submission:	
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.

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name: HOPE VI – Homeownership Phase	
1b. Development (project) number: TN-43-URD-006-I106	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>20/08/2007</u> <u>initial, 11/09/07 revisions</u>	
5. Number of units affected: No existing PH units. Will be to sell 24 newly constructed PH units under HO Phase	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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 has 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? 5/29/01

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)
Preference for Public Housing FSS Participants for admission to Section 8 for Homeownership participation

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)
Lee Family Learning Center	25	Open Door	Public Housing	Both
One Room Drop In School	150	Open Door	Kingsport Adult Educ	Both
Boys & Girls Club	30	Open Door	Riverview	Both
Boys & Girls Club	60	Open Door	Cloud	Both
Boys & Girls Club	30	Open Door	Holly Hills	Both
Kingsport Parks & Recreation	210	Open Door	City of Kingsport	Both
TNCEP	50	Open Door	All Communities	Both
SCKCDI – Weed & Seed	50	Open Door	South Central Kingsport Community Development, Inc	Both

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2008 Estimate)	Actual Number of Participants (As of: 12/16/07)
Public Housing	16	30
Section 8	0	105

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

CONTINUED OCCUPANCY AND COMMUNITY SERVICE

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.

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 the 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.

Notification of the Requirement

The Kingsport Housing & Redevelopment Authority shall identify all adult family members who are apparently not exempt from the community service requirement.

The Kingsport Housing & Redevelopment Authority 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 Kingsport Housing & Redevelopment Authority 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 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 reexamination.

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, work fare, financial or household management, apprenticeship and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

The Kingsport Housing & Redevelopment Authority will coordinate with social service agencies, local schools and the Human Resources Office in identifying a list of volunteer community service positions.

Together with the resident advisory councils, the Kingsport Housing & Redevelopment Authority may create volunteer positions such as hall monitoring, litter patrols and supervising and record keeping for volunteers.

The Process

At the first annual reexamination on or after October 1, 1999, and each annual reexamination thereafter, the Kingsport Housing & Redevelopment Authority 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 member. Instructions for the time sheet require the individual to complete the form and have a supervisor date and sign for each period of work.
- D. Assign family members to a volunteer coordinator who will assist the family members in identifying appropriate volunteer positions and in meeting their responsibilities. The volunteer coordinator will track the family member's progress monthly and will meet with the family member as needed to best encourage compliance.
- E. Thirty (30) days before the family's next lease anniversary date, the volunteer coordinator will advise the Kingsport Housing & Redevelopment Authority whether each applicable adult family member is in compliance with the community service requirement.

Notification of Non-Compliance with Community Service Requirement

The Kingsport Housing & Redevelopment Authority 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) enters into an agreement to comply, the lease will not be renewed or will be terminated.

Opportunity for Cure

The Kingsport Housing & Redevelopment Authority 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 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.

The volunteer coordinator will assist the family member in identifying volunteer opportunities and will track compliance on a monthly basis.

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 fails behind in their obligation under the agreement to perform community service by more than three (3) hours after three (3) months, the Kingsport Housing & Redevelopment Authority shall take action to terminate the lease.

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 use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

Lee, Riverview, Cloud

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)
Security Cameras

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

Lee, Riverview, Cloud

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)
Security Cameras

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

Lee, Riverview, Cloud

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)]

KINGSPORT HOUSING AND REDEVELOPMENT AUTHORITY PET RULES AND REGULATIONS

I. SELECTION CRITERIA:

A. APPROVAL

Prior to accepting a pet for residency, the pet owner and KINGSPORT HOUSING & REDEVELOPMENT AUTHORITY must enter into a "Pet Agreement" (Exhibit A). In addition, the pet owner must provide to KINGSPORT HOUSING & REDEVELOPMENT AUTHORITY proof of the pet's good health and suitability under the standards set forth under "Basic Guidelines" in criteria. In addition, for the case of dogs and cats, proof must be given, and renewed annually, of the animal's licensing and vaccination record, together with proof of spaying or neutering (Exhibit B).

B. Basic Guidelines

1. Under no circumstances will the following breeds be allowed on KHRA property:

- Pit Bulls
- Rottweilers
- Doberman Pinschers
- Wolf Hybrids

The following types of common household Pets will be permitted under the following criteria:

a. Dogs

- * Maximum number-one (1)
- * Maximum adult weight-25 lbs.
- * Must be housebroken
- * Must be spayed or neutered
- * Must have all required vaccinations
- * Must be licensed

b. Cats

- * Maximum number-one (1)
- * Must be trained to the litter box or other waste receptacle
- * Must be spayed or neutered
- * Must have all required vaccinations
- * Must be licensed
- * Must be de-clawed .

c. Birds

- * Maximum number-one (1)
- * Must be enclosed inside of cage at all times

d. Fish

- * One aquarium only-maximum size is 50 gallons
- * Must be maintained on approved stand

- e. **Rodent (Rabbit, guinea pig, hamster, or gerbil ONLY)**
 - * Maximum number 2
 - * Must be enclosed inside of cage at all times
 - * Must have any or all inoculations as specified now or in the future by State Law or local ordinance
 - f. **Turtles**
 - * Maximum number 1
 - * Must be enclosed in an acceptable cage or container at all times
3. **Pets Temporarily on the Premises**
- * Pets which are not owned by a tenant will not be allowed *except* when the animal is necessary to assist, support or provide service to a person with disabilities.
 - * Residents are prohibited from feeding or harboring stray animals
4. The pet owner must supply Kingsport Housing & Redevelopment Authority a photo of the pet (cat, dog, bird, etc.) which will identify it.

II. **PET DEPOSITS**

- A. A **Pet deposit** of **\$300** shall be required for all dogs and cats. Management reserves the right to change this deposit amount at any time.
- B. Resident's liability for damages and expenses caused by his/her pet is not limited to the amount of the pet deposit and the resident will be required to reimburse KHRA for the real cost of any and all damages caused by his/her pet where they exceed the amount of the pet deposit.
- C. All units occupied by a dog or cat will be fumigated upon being vacated by the animal. Infestation control in the unit by fleas, ticks, etc. shall be the responsibility of the pet owner. Infestation of adjacent units or common areas attributable to a specific pet shall be the responsibility of the pet owner, who shall be liable for the cost of correcting the infestation.

III. **PET RULES**

A. **ALL PETS**

- 1. Pet owners shall keep their pets under control at all times. Pet owners shall assume sole responsibility for liability arising from any injury sustained by any person attributable to their pet.
- 2. **ANY PET WHO CAUSES BODILY INJURY TO ANY TENANT, GUEST OR STAFF MEMBER SHALL BE IMMEDIATELY AND PERMANENTLY REMOVED FROM THE PREMISES WITHOUT PRIOR NOTIFICATION.**
- 3. Resident pet owners agree to control the noise of his/her pet such that it does not constitute a nuisance to other tenants. Failure to so control pet noises may result in the removal of the pet from the premises.
- 4. No pet (excluding fish) shall be left unattended in any unit for longer than 24 hours.
- 5. All resident pet owners shall provide adequate care, nutrition, exercise and medical attention for his/her pet. Pets which appear to be poorly cared for or which are left unattended for longer than 24 hours will be reported to the S.P.C.A. or other appropriate authority and will be removed from the premises at the pet owner's expense.

6. In the event of a resident's sudden illness the resident pet owner agrees that management shall have discretion with respect to the provision of care to the pet at the expense of the resident pet owner unless written instructions with respect to such area are provided in advance by the resident to, and accepted by, Management. All care shall be at the resident's expense.
7. In the event of the death of a resident, the resident pet owner agrees that Management shall have discretion to dispose of the pet unless written instructions with respect to such disposal are provided in advance by the resident to, and accepted, by Management.
8. Unwillingness on the part of named caretakers or pet per items #6 and #7 of this section to assume custody of the pet within 24 hours of notification shall relieve Management of any requirements to adhere to any written instructions with respect to the care or disposal of a pet and shall be considered as authorization to Management to exercise discretion in such regard consistent with Federal guidelines. No other KHRA resident is acceptable as a caretaker.
9. Resident pet owners acknowledge that other residents may have chemical sensitivities or allergies related to pets or are easily frightened by such animals. The resident, therefore, agrees to exercise common sense and common courtesy with respect to such other resident's right to peaceful and quiet enjoyment of the premises.
10. Management may move to require the removal of a pet from the premises on a temporary or permanent basis for the following causes:
 - a. Creation of a nuisance
 - b. Excessive pet noise or odor
 - c. Unruly or dangerous behavior
 - d. Excessive damage to the resident's apartment unit and/or project common areas.
 - e. Repeated problems with vermin or flea infestation.
 - f. Failure of the resident to provide for adequate care of his/her pet.
 - g. Leaving pet unattended for more than 24 hours.
 - h. Failure of the resident to provide adequate and appropriate vaccination of the pet.
 - i. Resident death and/or illness.
 - j. Failure to observe any other rule contained in this section and not here listed.
11. Residents are not permitted to alter their unit, porch or yard to accommodate the pet.

B. DOGS AND CATS

1. Dogs, cats, rabbit, rodent, etc. shall be maintained within the resident pet owner's unit. When outside, the dog shall be on a leash and under the control of the resident or responsible individual AT ALL TIMES. Under no circumstances shall any pet be permitted to roam free or unrestrained in any common area. No animals shall be left unattended outside.

2. All animal waste or litter from cat litter boxes shall be picked up immediately by the owner and disposed of in sealed plastic trash bags and placed in a dumpster. Cat litter shall be changed at least weekly or as often as needed to maintain a sanitary and odor free apartment.

Cat litter shall not be disposed of by flushing down toilets. Charges for unclogging toilets required because of attributable pet nuisance shall be billed to and paid by the resident pet owner.

3. The pet owner is required to remove and properly dispose of all removable pet waste.
4. Pet owner shall be charged per occurrence for pet waste removal by Management.
5. Pet owner must be at home and in control of the dog or cat at all times of entry by Management. Cost to Management for later return to apartment will be charged to the resident who fails to be present when properly notified by Management of need to enter unit.

IV. NOTIFICATION POLICY

In the event that any pet owner violates these pet rules, Management shall provide notice of such violation as follows:

A. CREATION OF A NUISANCE

1. The owner of any pet which creates a nuisance upon the grounds or by excessive noise, odor or unruly behavior shall be notified of such nuisance in writing by Management and shall be given no more than five (5) days to correct such nuisance.
2. Consistent with local and state ordinance, Management shall take appropriate steps to remove a pet from the premises in the event that the pet owner fails to correct such a nuisance within the five (5) day compliance period.

B. DANGEROUS BEHAVIOR

1. Any pet which physically threatens a resident, guest, staff member or other authorized person present upon the project grounds shall be considered dangerous.
2. Management shall provide written notification to the pet owner of dangerous behavior and the time allowed--not to exceed five (5) days--to correct the animal's behavior or remove the pet from the premises.
3. Consistent with local and state ordinance, Management shall take appropriate steps to remove a pet from the premises in the event that the pet owner fails to correct the dangerous behavior or his/her pet within the compliance period.
4. **ANY PET WHICH CAUSES PHYSICAL HARM TO ANY RESIDENT, GUEST, STAFF MEMBER OR OTHER AUTHORIZED PERSON PRESENT UPON THE PROJECT GROUNDS SHALL BE IMMEDIATELY REMOVED FROM THE PREMISES BY MANAGEMENT WITHOUT PRIOR NOTIFICATION. Such occurrence shall be deemed as an emergency for the Owner's right of immediate entry of unit.**

PET AGREEMENT

THIS AGREEMENT, entered into this _____ day of _____, 20____ by and between Kingsport Housing & Redevelopment Authority, Owner, and _____ resident, in consideration of their mutual promises agree as follows:

1. Resident desires and has received permission from the Owner to keep the pet named _____ and described as: _____
2. This Agreement is an Addendum to the Lease between Owner and Resident executed on _____ 20____. In the event of default by Resident of any of the terms of this Agreement, Resident agrees, upon proper written notice of default from Owner, to cure the default, remove the pet, or vacate the premises. Resident agrees that Owner may revoke permission to keep said Pet on the premises by giving Resident proper written notice. Prior notice of removal is not required where the animal causes bodily injury.
3. As a refundable deposit, Resident agrees to pay Owner the sum of \$ _____, receipt of which is hereby acknowledged. Owner may use therefrom such amount as is reasonably necessary to take care of any damages, cleaning, fumigation or other costs caused by or in connection with said Pet. At the termination of this Agreement, any balance shall be disbursed to the Resident within 30 days. Resident agrees to pay Owner for any damages or costs caused by the Pet in excess of the pet and security deposits on demand by Owner.
4. Resident agrees to comply with:
 - a. This Agreement
 - b. All applicable governmental laws and regulations, such as, but not limited to licensing, etc.
 - c. PET POLICIES of the KINGSPORT HOUSING & REDEVELOPMENT AUTHORITY
5. Resident represents that the pet is quiet and housebroken, and will not cause any damage or annoy other residents.
6. Resident agrees that the Pet will not be permitted outside the Resident's unit, unless restrained by a leash and under the full control of the owner or responsible individual AT ALL TIMES.
7. Resident shall not permit the Pet to cause any damage, discomfort, annoyance, nuisance or in any way to inconvenience or cause complaints from any other Resident. Any "mess" created by the Pet shall be immediately cleaned up by the Resident.
8. Resident agrees to remedy any emergency situation involving Pet (e.g., attack by Pet on Maintenance representative, another resident, or a guest) immediately and any nuisance situations within five (5) days.
9. Resident will be financially responsible for any fleas or other insect infestation that affect his/her own or adjacent units as a result of his/her pet.
10. Any pet left unattended for 24 hours or more or whose health is jeopardized by the Resident's neglect, mistreatment, or inability to care for the animal shall be reported to the SPCA or other appropriate authority. Such circumstances shall be deemed an emergency for the purposes of the Owner's right to enter the Resident's unit to allow such authority to remove the animal from the premises. The owner accepts no responsibility for any pet so removed.
11. Resident agrees to maintain Pet in healthy condition and to update PET INFORMATION CARD during reexamination each year.
12. Resident has read and agrees to comply with the Pet Rules and Regulations and Pet Agreement, which are herein incorporated to the Lease by reference, and agrees to comply with such rules and regulations as may be reasonably adapted from time to time by Owner. Resident understands that failure to comply with these provisions may constitute reason for removal of pet from the premises and agrees to effect such removal. Further, Resident understands that

failure to do so shall constitute grounds for eviction in accordance with the Lease and grievance Procedures. Repeated or continuous problems with a Pet will constitute cause for eviction.

OWNER: KINGSPORT HOUSING & REDEVELOPMENT AUTHORITY

RESIDENT: _____

BY: _____

RESIDENT: _____

TITLE: _____

DATE: _____

PET INFORMATION

Phone Number _____

Resident's Name _____ Apt. No. _____

Pet's Name _____ Age _____

Description _____

Veterinarian's Name _____ Phone _____

Address _____

How long have you had this pet? _____

License No. _____ Date _____

Resident's signed statement regarding pet's disposition in case of resident's inability to care for pet is in Resident file _____.

Photo has been provided and is attached _____.

DATE AND EVIDENCE OF:

<u>TYPE</u>	<u>WEIGHT</u>	<u>VET'S. CERTIFICATE OF GOOD HEALTH</u>	<u>RABIES</u>
Dog	_____	_____	_____
Cat	_____	_____	_____

<u>TYPE</u>	<u>SPAYED/NEUTERED</u>
Dog	_____
Cat	_____

<u>TYPE</u>	<u>VET'S CERTIFICATE OF GOOD HEALTH</u>
Bird	_____

FISH AQUARIUM SIZE _____ gallons

15. Civil Rights Certifications

[24 CFR Part 903.79 (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? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:

KHRA Responses are inserted among the RAB Comments in an outlined box.

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)

Thank you for serving on the Resident Advisory Boards and thank you for your comments concerning operating funds and capital fund reductions.

As part of the Agency Plan, I will respond on each individual comment.

Re: From the Public Housing Authority Resident Advisory Board

Dear Commissioners:

The Public Housing Resident Advisory Board (RAB) is aware that the Hope VI Project embarked upon by the Housing Authority has caused many efforts and funds to be diverted elsewhere this year, resulting in reduced residents services. We hope that this trend does not continue and once Hope VI is up and running resident's services focus will come back to the Housing Authority.

The HOPE VI Grant has not diverted funds from resident services. We have worked to maintain Resident Initiatives and VISTA. The HOPE VI program is funding Community Supportive Services. If there were any circumstances that reduced funding, it was the Public Housing Operating Subsidy funded at 83% and decreases in Capital Fund. Several Resident Services are funded under the Capital Fund Program.

Regarding the actual plan, which we met with the KHA Director and staff on October 30, 2007, we have the following recommendations:

1. **Capital Improvements.** Last year we suggested that copy machines be made available to all Resident Associations' offices. This has still not been accomplished, but is in the working stage. Also, due to the Hope VI and asset base management in the Housing Authority, many of the Resident Associations have lost their offices, hopefully temporarily. We urge the management of the Housing Authority to follow through and provide office space as required by federal regulations along with copy

machines so that the Resident Associations can be more effective in working with the Housing Authority and the tenants for greater understanding and better neighborhoods.

Additionally, the Cloud community room is not available for residents and children's activities. This is due to the use of the room by non-residents who are teaching phlebotomy classes. While we are aware that teaching of classes of phlebotomy is good for the community, the tenants are not allowed to take the classes for any reduced fee and the community room is out of use for residents during this period. It seems some accommodations should be made that allows the children to use this area, especially for homework after school, and that the phlebotomy classes be moved elsewhere. There is also a problem with the trash from the phlebotomy class. The directors of the phlebotomy class continue to throw the trash (including needles) into the open bins where the children often crawl. This dangerous situation needs to be addressed.

We will work on providing copy machines and office space for all Resident Associations. We will work with the Kingsport City Schools Adult Education on the coordination of adult education classes and KHRA will look to fund reasonable cost of these classes. We will work with KCSAE about trash being properly disposed.

Last year we urged that dumpsters were needed with side doors so that the tenants could more easily put their trash in without having to lift heavy lids. The Housing Authority agreed and has installed at least one dumpster in every area that has a side door for easier trash disposal. We appreciate the Housing Authority listening to our suggestion.

Last year we urged that double sinks be installed in the units in the future since this is much more efficient and the norm. The Housing Authority has agreed and in the future double sinks will be standard. Again, we thank the Housing Authority for listening to our suggestions.

The kitchens in Holly Hills are being renovated and include double sinks.

Last year the residents of Holston Terrace wanted awnings over the front doors to block out the heat, allow the doors to last longer, and to provide a space for opening the door while getting out of the rain. While this has not been accomplished yet, it has been explained to the RAB that this is now on the capital improvements list and once it works its way up, will be added.

Holston Terrace, a Section 8/202 development managed by KHRA will need significant financing to be able to install awnings/porches. This is in our capital improvements list. At this time it is not financially feasible to do this.

In Lee Apartments, the residents had asked for storm doors on the back doors and asked that a fence be erected to keep intruders out and problems down. This year it was explained to us that back storm doors are on the list, and that a fence will be constructed once the fence from Riverview can be moved. The residents of Lee Neighborhood look forward to these improvements.

The fence for Lee Apartments will be installed in the coming year. The storm doors are included in the physical needs list.

2. **Maintenance.** We are pleased that the lawn mowing has been out-sourced which allows a savings for the Housing Authority. We are also pleased that one of the contractors is a former tenant of public housing which shows the Housing Authority willingness to employ tenants. One of the costs of multiple contractors though is that some are good and some are bad. Those that are working at Cloud have done a very poor job but those that do the Lee Apartments do a very good job. The others fall somewhere in between. All agree that the grounds crews fail to pick up trash before they mow and that would be helpful so that the shredded paper, etc. will not be spread around.

We will meet with our mowing contractors concerning the expectations for mowing, especially trash being picked up prior to mowing. We do feel there was improvement this year.

3. **Rent.** A few years ago the RAB suggested that the Housing Authority provide for on-site payment of rent so that no one had to traipse to the Kingsport Housing Authority office to make their payment. Transportation is a problem for those on a limited income. This was instituted and we appreciate that. However, the whole rent collection plan has deteriorated due to the on-site managers not being available enough. Cloud and Holston Terrace state that their on-site managers are around and available quite often and they had no trouble paying their rent. However, all the other neighborhoods felt that the on-site managers were not around enough and it was difficult to get the rent paid because they were not there.

Last year we also supported the idea of a late charge for those that paid their rent late and we appreciate the Housing Authority for adopting that. It evidently has not reduced late payments a great deal, but we thank the Housing Authority for taking our suggestions into mind.

During the implementation of Asset Based Management, we will work to have a regular presence in all sites for rent collection and other housing management activities.

4. **Community service.** We continue to urge the Housing Authority to send individuals and families who need to do community service to the Tenant Organizations so that we can utilize their help. We thank them for doing that.

We will continue to encourage residents who are required to perform community service to do so by working with and attending resident association functions.

5. **Pet policy.** In the past, we have consistently stated that the pet policy is not being uniformly enforced. There are too many illegal pets and vicious dogs running loose. Enforcement of this is sporadic and dependent upon who the site manager feels should be required to follow the rules.

We will review pet policy enforcement with the resident organizations and housing management staff.

6. **Safety.** Two main issues arise when safety is discussed with the RAB. One is the threat of fires. Since there have been recent fires in Kingsport that have taken the lives of people, the RAB has become increasingly aware of the situation of residents of public housing. There are no fire extinguishers in the units. This is especially troubling to seniors in Holly Hills who have only one exit. Also it is troubling to the residents that have upstairs apartments or whose bedrooms are upstairs and their only exit is through the downstairs. The RAB is not sure how best to deal with this. Perhaps the Housing Authority cannot afford to give everyone a fire extinguisher but it is also true that many seniors cannot afford fire extinguishers. We look forward to working with you to remedy the situation and keep everyone safe.

We are looking into fire safety with the Kingsport Fire Department. A grant was recently submitted in cooperation with the KFD and Holston Terrace for a fire suppression system for the stovetop. If this is funded, we will hope to use this as a model for public housing.

The second issue that always comes up is the crime element that is found in some of the neighborhoods. Dealing with this issue has always involved the community police, the 911 police, and the cooperation of the neighborhood leaders. The community police have always been very responsive to the community and that the 911 police have been good. The RAB understands that they get a lot of petty calls that sometimes slow up their response. The RAB would like to continue to work with the police and have them show up at the resident's meetings, when requested, to foster a continued good relationship between the two for the betterment of the neighborhood.

We will continue to work with the Kingsport Police Department concerning issues involving residents and calls for service. We encourage specific reporting of any problems as soon as they occur.

Also, the RAB feels that if site workers walked the sites at least once a week, things would be greatly improved. Too many site workers (when they are in their office) never leave and check out their neighborhood. The problem tenants and guests are aware that the managers are off site at night and weekends. They know that if they wait until these times they can get away with things they could not during the day. A random night or weekend visit would provide for a safer community. We understand the problems this would cause for site managers. They too have a private life. However, we are willing to work with the Housing Authority and the Board to come up with some sort of solution for this. We think you can see the advantage to a system that is not quite as regimented.

With the advent of Asset Based Management, we plan to have a more regular presence on site in both housing management and maintenance.

7. **Hope VI.** The RAB realizes that the implementation of Hope VI is a difficult process. However, those that have been dealing with it in their neighborhood have some specific complaints about how it is being implemented. First, they feel that the residents being moved are being pressured to take units they don't want, or are inappropriate for that individual's needs (e.g. stairs for those that cannot do stairs, units that are not on bus lines for folks that have no transportation, units that lack air conditioning for those that need that). The second complaint that we have is that the Hope VI relocation helped the private tenants of Hiwassee and Sherwood relocate before the people in Riverview were moved. This not only used up some of the available housing stock but used up some of the money for relocation available to the Riverview residents. There is a general feeling that the Hope VI program management is uncooperative with residents, and not available to create a better understanding for residents. The RAB felt that better communication was the key to a smooth Hope VI transition and hopes that it will improve in the future.

We have worked to address specific difficulties that any persons being relocated have brought to our attention. These have been reconciled to the extent they have been reported. The number of households in Riverview was 87. There were 12 households in the Sherwood/Hiwassee area who were relocated. The funding for each household was provided for in the HOPE VI budget and had no effect on the availability of funds for anyone being relocated. Relocation benefits have been calculated per the Uniform Relocation Act and HUD has been consulted on proper procedures. HOPE VI staff and the Executive staff are available to address concerns.

We thank you for your consideration of our comments. We look forward to working with you on these issues.

Re: From the Voucher Resident Advisory Board (RAB)

Dear Commissioners:

The Voucher Resident Advisory Board (RAB) met with the Kingsport Housing Authority Director, Terry Cunningham, and the Section 8 staff on Thursday, October 25, 2007. We went over the

PHA Plan for the Voucher Program in the coming year. The RAB appreciates the Housing Authority and Commission's willingness to work with tenant input regarding the program, particularly since so many suggestions have been taken to heart and implemented.

Having said that, RAB would make the following comments:

1. **Minimum Rent.** Last year when a minimum rent was imposed, the RAB members were very concerned that tenants be informed of the hardship exemption if they were unable to pay for valid reasons. This policy was adopted and it was reported to us that no one was evicted for lack of payment of rent in the Section 8 Voucher Program last year. Thank you for listening.

Minimum rent has been implemented. Staff has been advised on how to respond to hardship request.

2. **Special Needs.** In the past, the RAB has also advocated that the Kingsport Housing Authority address the housing of special needs individuals' and families. This has been done through the homeless program, and working cooperatively on the Washington School Project for Seniors. Last year we urged the Housing Authority to pursue "assisted living" projects. We still urge you to do so. There is a great need in our community for folks to be able to stay in their homes rather than going into nursing homes if they need only minimum care. This is a glaring example of the gap of services in the coverage here in Tennessee and we would urge the Housing Authority and Board of Commissioners to talk to their elected Tennessee representatives to see if this cannot be remedied.

George Washington School Apartments, a 54-unit Low-Income Housing Tax Credit development for seniors 62 and over opened November 16, 2007. We continue to work on some type of solution for assisted living. We have implemented the Community Cares program utilizing the VISTA program. There is an issue being addressed by a statewide housing organization.

3. **Admissions:** Admission of tenants with criminal backgrounds is still a problem. There is disagreement among the RAB members regarding fingerprinting: Some wanted more fingerprinting, but many disagreed and felt it was over-intrusive. The new pre-admissions procedure was explained to us and seems to be a good process to cut down on inefficiencies. It is suggested that the pre-application state in bold letters "you may be required to be fingerprinted" so that all applicants are aware of this possible requirement.

We will make sure that all applicants are informed of the possibility of fingerprinting. The suggestion is being reviewed with staff and HUD.

4. **Crime.** Crime continues to be a problem in the Borden Park Area, especially in the Calvary Baptist Church parking lot and the three Borden Park parking lots. Having talked to other residents in other neighborhoods, we believe that one or any combination of the following actions would be helpful to clean up what we regard as non-healthy environment for children and families in the Borden Park area: Police cameras, Weed and Seed expanded from its current area, or, if necessary, a new Weed and Seed program applied for, a neighborhood association that could work with the city and police, faster police response when calls are made for help, and greater police cooperation with the neighborhood in cleaning up the situation. We look forward to working with the Board, the police, and the city to rid our area of this problem.

We have discussed the concerns of the RAB members in the Borden Park area with the Kingsport Police Department. KPD has indicated that they have stepped up patrols in this area.

5. ***Home Ownership.*** We have supported the home ownership program through vouchers in the past and we continue to do so. Please make every effort to expand this as far as possible.

We plan to continue to emphasize homeownership and want to make it available to the families who want to attempt to achieve it. This is a point of emphasis in the HOPE VI grant.

We thank you for your time and your interest in our thoughts. We hope these comments are helpful. We look forward to working with you in the future.

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) **City of Kingsport**

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)
See appropriate sections of the Consolidated Plan in Attachment C of this Plan (tn006c01.pdf)
 - Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
See appropriate sections of the Consolidated Plan in Attachment C of this Plan (tn006c01.pdf)

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.

	tn006v01.pdf	HUD-50075 Template
A	tn006a01.pdf	CFP 501-08
B	tn006b01.pdf	Voluntary Conversion
C	tn006c01.pdf	Consolidated Plan
D	tn006d01.pdf	Deconcentration Plan
E	tn006e01.pdf	CFP Five-Year Plan
F	tn006f01.pdf	Follow-Up Plan
G	tn006g01.pdf	Section 8 Homeownership Statement
H	tn006h01.pdf	Substantial Deviation / Significant Amendment
I	tn006i01.pdf	Brief Progress Statement
J	tn006j01.pdf	Resident Advisory Boards (RABs)
K	tn006k01.pdf	Resident Membership / Board of Commissioners
L	tn006l01.pdf	CFP Final P&E 501-04
M	tn006m01.pdf	CFP P&E 501-05
N	tn006n01.pdf	CFP P&E 501-06
O	tn006o01.pdf	CFP P&E 501-07

ACOP	Admissions & Continued Occupancy Policy
Admin	Section 8 Administrative Plan
MOP	Maintenance Operation Plan
FSS	FSS Action Plan

PHA Plan Table Library

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

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

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

Original Annual Statement

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

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

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

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

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

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

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

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

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

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Kingsport Housing & Redevelopment Authority

PO Box 44 Kingsport, TN 37662

Capital Fund Number
TN37P006501-08

FFY of Grant Approval
2008

- Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number
 Performance and Evaluation Report for Program Year Ending _____ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ²	
		Original	Revised ¹	Obligated	Expended
1	Total Non-CGP Funds	-	-		
2	1406 Operations	168,400	-		
3	1408 Management Improvements	200,000	-		
4	1410 Administration	\$84,200	-		
5	1411 Audit	-	-		
6	1415 Liquidated Damages	-	-		
7	1430 Fees and Costs	\$53,000	-		
8	1440 Site Acquisition	-	-		
9	1450 Site Improvement	44,000	-		
10	1460 Dwelling Structures	255,400	-		
11	1465.1 Dwelling Equipment - Nonexpendable	14,000	-		
12	1470 Nondwelling Structures	3,000	-		
13	1475 Nondwelling Equipment	20,000	-		
14	1485 Demolition	-	-		
15	1490 Replacement Reserve	-	-		
16	1492 Moving to Work Demonstration	-	-		
17	1495.1 Relocation Costs	-	-		
18	1498 Mod Used for Development	-	-		
19	1502 Contingency (may not exceed 8% of line 20)	-	-		
20	Amount of Annual Grant (Sum of lines 2-19)	\$842,000	-		
21	Amount of line 20 Related to LBP Activities	-	-		
22	Amount of line 20 Related to Section 504 Compliance	-	-		
23	Amount of line 20 Related to Security	-	-		
24	Amount of line 20 Related to Energy Conservation Measures	-	-		

Signature of Executive Director and Date

X

12/11/2007

X

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

Terry W. Cunningham, Executive Director

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part II: Supporting Pages**

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA-Wide Management Improvements	Operations	1406		168,400				
	Vista Workers	1408		40,000				
	Vista Office Supplies	1408		4,000				
	Resident Training	1408		5,000				
	Resident Initiatives Manager	1408		42,000				
	Resident Initiatives Supplies	1408		2,000				
	Mgt/Maint Training	1408		5,000				
	CFP/Clerical Assistant	1408		12,000				
	UPCS Inspection/Services	1408		1,000				
	Telecomm/Computer Upgrades/Security Cameras	1408		70,000				
	Resident Business Development	1408		1,000				
	HVAC Technical/Services	1408		1,000				
	Energy Audit	1408		17,000				
					200,000			
PHA-Wide Administration	Administration	1410		84,200				
				\$84,200				
PHA-Wide Fees & Costs	A and E Fees PHA Wide	1430		28,000				
	Inspector / Employee Benefits	1430		25,000				
				\$53,000				
PHA Wide Non-Dwelling Equipment	Maint/Mgt Vehicle	1475	2	20,000				
				\$20,000				
Signature of Executive Director and Date			Signature of Public Housing Director/Office of Native American Programs Administrator and Date					
X			12/11/2007 X					
Terry W Cunningham, Executive Director								

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part II: Supporting Pages**

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	Neighborhood Appearance	1450		20,000				
	Landscaping	1450		20,000				
	Sidewalks/Parking Lots/Alleys/Streets	1450		1,000				
	Fence Repairs	1450		1,000				
	Pest Control	1450		1,000				
	Playground Improvements	1450		1,000				
				44,000				
PHA Wide Dwelling Equipment	Refrigerators	1465.1		10,000				
	Dumpster Repair	1465.1		1,000				
	ADA Modifications	1465.1		1,000				
	Emergency Mold Abatement	1465.1		1,000				
	HVAC Equipment	1465.1		1,000				
				14,000				
TN 37P006001 Lee	Replace Front Storm Doors	1460		18,250				
TN 37P006004 Cloud	Replace Front Storm Doors	1460		40,150				
TN 37P006007 Dogwood	Install House Meters	1460		15,000				
	Install Building Lights	1460		15,000				
				30,000				
TN 37P00609 Holly Hills	Replace Roofing & Guttering	1460		162,000				
TN 37P00611 Tiffany Court	Replace Guttering	1460		5,000				
TN 37P00601	6-1 Community Building Office Expansion	1470		1,000				
TN 37P00607	6-7 Community Building Office Expansion	1470		1,000				
TN 37P00609	6-9 Community Building Office Expansion	1470		1,000				
				3,000				

Signature of Executive Director and Date

X

Terry W Cunningham, Executive Director

12/11/2007 X

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

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part III: Implementation Schedule**

**US Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number/Name HA-Wide Activities	All Funds Obligated Quarter Ending Date			All Funds Expended Quarter Ending Date			Reasons for Revised Target Dates ²
	Original	Revised ¹	Actual ²	Original	Revised ¹	Actual ²	
1406 1408 1410 1430 1450 1460 1465.1 1470 1475 TN 37P006001 TN 37P006002 TN 37P006003 TN 37P006004 TN 37P006007 TN 37P006009 TN 37P006011							<p>Approved \$ Quarter ending Obligate 18 mos after available Expend 3 yrs after available</p>
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
X				12/11/2007 X			
Terry W Cunningham, Executive Director							

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

² To be completed for the Performance and Evaluation Report.

Voluntary Conversion of Public Housing Developments Required Initial Assessment

Kingsport Housing & Redevelopment Authority

As required by 24 CFR parts 972 – Conversion of Public Housing to Tenant-Based Assistance, we have:

1. Reviewed each development's operation as public housing;
2. Considered the implications of converting the public housing to tenant-based assistance; and
3. Concluded that the conversion of the development may be:
 - Inappropriate because removal of the development would not meet the necessary conditions for voluntary conversion.

<i>Necessary conditions for voluntary conversion:</i>
<ul style="list-style-type: none"> • <i>Not be more expensive than continuing to operate the development (or portion of it) as public housing;</i> • <i>Principally benefit the residents of the public housing development to be converted and the community; and</i> • <i>Not adversely affect the availability of affordable housing in the community.</i>

Development Number	Development Name	Development Exempted?	Exemption Reason	Conversion Appropriate?
TN006-01	Robert E Lee Apartments	No	N/A	No
TN006-02	Riverview Apartments	No	N/A	No
TN006-03	Riverview Apartments	No	N/A	No
TN006-04	Frank L Cloud Apartments	No	N/A	No
TN006-07	Dogwood Terrace Apartments	No	N/A	No
TN006-09	Holly Hills Apartments	No	N/A	No
TN006-11	Tiffany Court Apartments	No	N/A	No

Attached is a short descriptive narrative as documentation of reasoning with respect to each covered development.

<signature on file>
 Terry W. Cunningham, Executive Director

 1/14/03
 Date

Voluntary Conversion of Public Housing Developments

Narrative

Kingsport Housing & Redevelopment Authority has assessed the viability of voluntary conversion of public housing developments to Section 8 Tenant-Based Assistance.

We have determined that this voluntary conversion does not meet the necessary conditions and would be inappropriate. Conversion to Section 8 would be more expensive to operate than public housing. These calculations are part of the documentation required for our agency plan for the year starting April 1, 2003.

Additionally, we feel the conversion of these units would not principally benefit the residents and community. Also, it would possibly negatively affect the availability of affordable housing in the community.



3-5 Year Strategic Plan

This document includes Narrative Responses to specific questions that grantees of the Community Development Block Grant, HOME Investment Partnership, Housing Opportunities for People with AIDS and Emergency Shelter Grants Programs must respond to in order to be compliant with the Consolidated Planning Regulations.

GENERAL

Executive Summary

The Executive Summary is optional, but encouraged. If you choose to complete it, please provide a brief overview that includes major initiatives and highlights that are proposed throughout the 3-5 year strategic planning period.

3-5 Year Strategic Plan Executive Summary:

The Northeast Tennessee/Virginia HOME Consortium is authorized under Title I of the Housing and Community Development Act of 1974, as amended. The Consortium shall follow the guidelines of the U. S. Department of Housing and Urban Development, 24 CFR Part 92, HOME Investment Partnerships Program; Final Rule. This Consortium, the first in the state of Tennessee, was initially funded in 2003-04.

The Northeast Tennessee/Virginia HOME Consortium includes the Cities of Bluff City (TN), Bristol (TN), Bristol (VA), Johnson City (TN) Kingsport (TN), Washington County (TN) and Sullivan County (TN). The minority/ethnic population is relatively small within the Consortium area, averaging approximately 4.5% Consortiumwide. All programs will benefit low and moderate-income persons.

Strategic Plan

Due every three, four, or five years (length of period is at the grantee's discretion) no less than 45 days prior to the start of the grantee's program year start date. HUD does not accept plans between August 15 and November 15.

Mission:

To identify gaps in housing and homeless services to determine the projects for which the Consortium will use its resources to address priority needs.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) and the basis for assigning the priority (including the relative priority, where required) given to each category of priority needs (91.215(a)(2)).
3. Identify any obstacles to meeting underserved needs (91.215(a)(3)).

3-5 Year Strategic Plan General Questions response:

The members of the Northeast/Tennessee Virginia HOME Consortium are Bluff City, Bristol, Johnson City, Kingsport, Sullivan County and Washington county, Tennessee, as well as the City of Bristol, Virginia. Four CDBG Entitlement Cities are included in the Consortium. They are, Bristol, Virginia, Bristol, Johnson City and Kingport, Tennessee. Refer to the Consortium Map in Strategic Plan Additional Files folder. This Consortium Consolidated Plan covers a five-year period beginning July 1, 2005 through June 30, 2009.

The HOME Consortia Participating Members Percentage Report serves as a basis for the division of funds to the members of the Consortium with some adjustments. The HOME Consortium Board approved the allocations on an annual basis.

Priorities established for Consortium funds are homeownership assistance, rehabilitation/reconstruction of single-family, owner-occupied housing and rental rehabilitation.

CDBG and other Federal, State and Local funds spent in the region address additional Housing and Community Development needs of the individual Entitlement Cities.

Obstacles to Meeting Underserved Needs: Again in this instance, availability of funds is a tremendous problem. However, the funding provided through the HOME Program will be utilized to assist persons into homeownership and to rehabilitate and reconstruct single-family owner-occupied homes. Partnerships will be continued with other housing (CHDO) and service agencies to overcome obstacles in meeting underserved needs. Other obstacles in assisting the homeless are the homeless themselves. Many reject services because of the conditions placed on them by shelter providers. Many of the persons threatened with homelessness are third or fourth generation welfare recipients, uneducated, who lack the skills and self-reliance to work toward independence. Others seem to be unwilling to take advantage of the educational or job-training opportunities offered that would help make them more employable.

Managing the Process (91.200 (b))

1. Lead Agency. Identify the lead agency or entity for overseeing the development of the plan and the major public and private agencies responsible for administering

programs covered by the consolidated plan.

2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe the jurisdiction's consultations with housing, social service agencies, and other entities, including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons.

*Note: HOPWA grantees must consult broadly to develop a metropolitan-wide strategy and other jurisdictions must assist in the preparation of the HOPWA submission.

3-5 Year Strategic Plan Managing the Process response:

The City of Bristol, Tennessee, Office of Community Development, serves as the Lead Entity for the Northeast Tennessee/Virginia HOME Consortium and is responsible for overseeing the development of the plan and the significant aspects of the process by which the Consolidated Plan has been developed. Additionally, all members of the Consortium, as well as the First Tennessee Development District (Administrative Agent), are instrumental in providing information for the Plan.

The Appalachian Regional Coalition on Homelessness administers funds from the McKinney Act. Local governments are involved with economic development activities and planning and engineering activities.

All members of the Consortium are involved in the preparation of the Consolidated Plan. Additionally, the CDBG Entitlement cities prepare a one-year Action Plan for CDBG funding. There is an approved Citizen Participation Plan for the Consortium. Additionally, each CDBG jurisdiction within the Consortium has an established Citizen Participation Process for public input from citizenry and agencies providing some level of housing services to the client base the Plan is intended to serve. (See Citizen Participation section.) Consultations have been held with four Public Housing Authorities, nonprofit service providers, including those focusing on services to children, elderly persons and persons with disabilities.

Citizen Participation (91.200 (b))

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these

comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

3-5 Year Strategic Plan Citizen Participation response:

When the Northeast Tennessee/Virginia HOME Consortium was formed, a new Citizen Participation Plan was adopted for the Consortium to cover the participating entities. Public Hearings for the 2005 Consolidated Plan were held at the following times and locations:

Bristol, Virginia - February 22, March 8 and April 12, 2005

Bristol Tennessee - September 14, 2004 and May 3, 2005

Johnson City, Tennessee - March 21 and April 21, 2005

Kingsport, Tennessee - April 25 and May 3, 2005

Washington County, Tennessee - April 19, 2005

Sullivan County, Tennessee - April 18, 2005

The members of the Consortium who are also CDBG Entitlement Cities conducted combined HOME/CDBG Public Hearings.

Advertisements were placed in all local newspapers of general circulation specifying the funding available to each Consortium member. Individuals with mobility, visual or hearing impairment were afforded assistance, upon request.

SUMMARY OF CITIZEN PARTICIPATION PROCESS (INCLUDING PUBLIC COMMENTS - See Strategic Plan Additional File)

The Northeast Tennessee/Virginia HOME Consortium conducted public Hearings as follows:

Sullivan County/Bluff City: April 18, 2005

A Joint Public Hearing by all members of the Consortium was held on April 18, 2005, 6:00 p.m. at the Library at Northeast State Community College. The Consolidated Plan for the Northeast Tennessee/Virginia Consortium was presented to the Bluff City Board of Mayor and Alderman on May 5, 2005.

Washington County: April 19, 2005

A Joint Public Hearing by all members of the Consortium was held on April 19, 2005, 6:00 p.m. at the Boones Creek Christian Church

Bristol, Tennessee: Public Hearings were held at the Community Development Advisory Committee meeting in September 2004 and at the City Council meeting on May 3, 2005 for CDBG and HOME. In September, the application of CDBG and HOME funds were discussed and possible projects suggested. In May, the budget allocations were presented in the Action Plans.

Bristol, Virginia: Public Hearings were held on February 22, March 8 and April 12, 2005 on CDBG and HOME.

Johnson City, Tennessee: Public Hearings were held March 21 and April 21, 2005, on CDBG/HOME.

Kingsport, Tennessee: Public Hearings were held April 25 and May 3, 2005 for CDBG/HOME.

The approved Citizen Participation Plan encourages and provides avenues for public input in the planning, implementation and evaluation of both the CDBG and HOME Programs. The principles of the Citizen Participation Plan include:

1. Citizen access to all available information pertaining to the HOME Investment Partnership Grant and the Community Development Block Grant Program so that they may effectively join in the citizen participation process.
2. Public hearings are conducted to solicit input from citizens, particularly LMI persons residing in proposed project areas.
3. The development of all programs and plans will reflect the suggestions and views of concerned citizens, governmental departments, Citizen Advisory Groups and nonprofits within the Consortium boundaries.

PUBLIC PARTICIPATION/OUTREACH:

Within the jurisdictions, a more intentional effort is being made to obtain input from the general public through public meetings about the Consolidated Plan. Specifically, outreach is being provided to minorities and non-English speaking persons through meetings with local Housing Authorities. Efforts are being made to present the Consolidated Plan program in neighborhoods that have the highest percentages of minority populations within the jurisdictions.

All comments were accepted.

Institutional Structure (91.215 (i))

1. Explain the institutional structure through which the jurisdiction will carry out its consolidated plan, including private industry, non-profit organizations, and public institutions.
2. Assess the strengths and gaps in the delivery system.
3. Assess the strengths and gaps in the delivery system for public housing, including a description of the organizational relationship between the jurisdiction and the public housing agency, including the appointing authority for the commissioners or board of housing agency, relationship regarding hiring, contracting and procurement; provision of services funded by the jurisdiction; review by the jurisdiction of proposed capital

improvements as well as proposed development, demolition or disposition of public housing developments.

3-5 Year Strategic Plan Institutional Structure response:

The institutional structure through which the Consolidated Plan for the Northeast Tennessee/Virginia HOME Consortium will be implemented will be as a partnership forged between private businesses, nonprofit organizations, and public institutions. The key partners will be public institutions, nonprofit organizations, and private development and lending institutions.

All members of the Northeast Tennessee/Virginia HOME Consortium will continue solid, productive relationships with all agencies we serve and those that serve our communities. Advisory committees in Johnson City, Kingsport and both Bristol, Tennessee and Bristol, Virginia, provide advice and guidance on needs. They also overcome institutional gaps.

The cities of Bristol, Tennessee, Bristol, Virginia, Johnson City and Kingsport Offices of Community Development provide the basic coordination for all planning and implementation efforts for housing and community development provided by various funding agencies, foremost, the U. S. Department of Housing and Urban Development, the Tennessee Housing Development Agency, and the Tennessee Department of Human Services. Bluff City, Sullivan County and Washington County operations are overseen by each individual Mayor's office.

Abuse Alternatives, The Salvation Armies of Bristol, Kingsport and Johnson City, the Haven of Rest, Safe House, Safe Passage, Bristol Faith In Action, People, Inc., Haven of Mercy, Interfaith Hospitality Network, Good Samaritan Ministries and Catholic Charities are all nonprofit organizations that will address the needs of the homeless.

The First Tennessee Human Resources Agency and People, Inc. provide programs in home energy assistance, homebuyer assistance, housing counseling, transportation, adult daycare, and nutrition.

The Upper East Tennessee Human Development Agency and People, Inc. provide a weatherization program through local neighborhood service centers.

Locally, the Department of Human Services assists very low and low-income people with financial aid and food stamps. Bristol Faith-In-Action and Good Samaritan Ministries also provides financial aid.

FEMA Emergency Food and Shelter Local Boards operate in Washington and Sullivan Counties to provide funding to nonprofits who then assist individuals and families.

One of our strengths is the integrated regional approach for the HOME program and the Continuum of Care program and the delivery of services to low and moderate-income people. We believe that our programs are managed well at the local level. Gaps in the institutional structure will be addressed by involving more agencies in the consolidated

planning process. Attempts will be made to partner with our Public Housing agencies to a greater extent. Nonprofit capacity to deliver housing and related services to the public needs to be improved significantly. There is a need to include more private sector entities involved in housing and support services for low and moderate-income population.

Federal Programs

- Homebuyer assistance: The Consortium members will administer a program that offers homeownership assistance to LMI families to purchase their own home.
- Rental assistance: Housing Authorities administer various rental assistance programs including the Section 8 and Voucher program. Project-based units are provided directly to qualified very low income families.
- Rehabilitation programs that utilize CDBG and HOME funds are operated to improve substandard houses located within the Consortium boundaries.
- FEMA funds are distributed in Sullivan and Washington Counties for rent, utilities and food needs for their clients.

Nonfederal

- * Tennessee Department of Human Services ESG Funds.
- * Tennessee Victims of Crime Act (VOCA) funding is received by Abuse Alternatives and assists with salaries of direct-care staff.
- * Tennessee Family Violence Prevention Project (FVPP) funding is received by Abuse Alternatives and assists with nondirect care salaries as well as operational expenses.
- * Many of the nonprofit social service providers within the Consortium boundaries receive United Way funding.

For-Profit Agencies

For-profit agencies that contribute to the reduction of homelessness include Bristol Nursing Home, Cambridge House and Outlook Pointe. These agencies all report that they serve occasional homeless persons or persons threatened with homelessness. Lending institutions and private property owners assist with homeownership programs.

Nonprofit Agencies

Nonprofit agencies that are community resources that address homelessness include the Haven of Rest, Haven Home, Haven of Mercy, People, Inc., Eastern Eight CDC, Salvation Armies within the Tri-Cities, Holston Habitat for Humanity, Bristol Faith In Action, Appalachia Service Project, Safe Passage, Safe House and Abuse Alternatives.

Legal Services of Upper East Tennessee and Legal Aid Society of Southwest Virginia This agency provides assistance to local community based citizen groups including tenant organizations. They also promote fair housing and provide counsel for potential fair housing complaints.

Public Housing: There are four Public Housing agencies within the Consortium boundaries. Housing Authority Commissioners are appointed by the Mayor of each jurisdiction. Each housing authority follows procurement policies mandated by HUD. The local jurisdictions and housing authorities work jointly on intergovernmental agency projects. Capital improvement projects completed annually are in compliance with each city's building codes and are approved initially by HUD in the Annual Agency Plan submitted by each Housing Authority.

Gaps in the institutional structure will be addressed by involving more agencies in the consolidated planning process.

Monitoring (91.230)

1. Describe the standards and procedures the jurisdiction will use to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

3-5 Year Strategic Plan Monitoring response:

Community Development Departments in Bristol, Virginia Bristol, Tennessee, Johnson City and Kingsport will be responsible for monitoring the progress of strategies, priorities and outcomes outlined in the Consolidated Plan as they relate to CDBG activities. They will maintain their involvement with housing and service agencies throughout the jurisdiction as well as monitoring of the projects. All activities will be reviewed annually to assure that they are carried out in accordance with applicable laws, ordinances and program regulations. The Cities will continue efforts related to minority business outreach.

Subrecipients are required to submit quarterly reports regarding the status of their projects to ensure that they are in compliance with program rules. Reports will be analyzed by CDBG staff, and on-site visits will be conducted.

CDBG funds are formally audited in conjunction with the annual audits for each city.

HOME program monitoring shall be assumed by Bristol, Tennessee as the Consortium Lead Entity. A monitoring plan has been developed in order to match available resources with the needs and capacity of agencies. The plan includes objectives; standardized procedures for reporting by funding recipients; standardized procedures for review and monitoring; how risk will be identified and addressed; frequency of meetings, monitoring reviews and inspections; pre-monitoring preparation; use of staff and other resources for monitoring; monitoring “checklists”; and sample monitoring letters.

The Consortium's HOME funds are formally audited in conjunction with the annual audit for Bristol, Tennessee (Lead Entity).

Priority Needs Analysis and Strategies (91.215 (a))

1. Describe the basis for assigning the priority given to each category of priority needs.
2. Identify any obstacles to meeting underserved needs.

3-5 Year Strategic Plan Priority Needs Analysis and Strategies response:

(1) Very-low income (VLI) households below 51% of the area MFI have priority over other low-income or moderate-income families (51-80% MFI). The most critical needs have been identified as most severe among very low-income families with single parent households who earn less than fifty percent of the area median household income.

(2) VLI homeowners are given priority over other low-income homeowners for investment of funds for rehabilitation programs.

(3) VLI families are given priority over individuals and families who are not VLI for investment of funds for Bristol's home purchase program. However, VLI households generally have the most difficulties obtaining mortgage financing and therefore are deemed a highest priority. Other low-income families and individuals are also a high priority because they have enough income to afford the cost burden of a mortgage payment. In addition, they will likely vacate public housing or other affordable rental space that may then be recycled to other very-low income families. This recycling process of LMI families moving up and out of affordable or subsidized housing is an important aspect of the Consortium's homeownership program. Moderate-income families living in subsidized housing are also given high priority because they are generally most financially able to afford a mortgage and also vacate affordable rental units which then become available to other VLI families.

(4) Housing market conditions also drive the assignment of priority to housing needs and determination of fund planning. The primary market condition which influences fund development is the shortage of affordable housing.

The housing needs of low-income families in the Consortium area have improved but have not kept pace with the demand during the past ten years. Affordable housing remains in great demand as the market provides little incentive for landlords to rehab rental properties when they can obtain high rents with minimal repairs. The problem is exacerbated by losses of substandard housing stock due to demolition and other processes. Meanwhile additional affordable rental housing is not being created. Some members of the Consortium report a shortage of one and two-bedroom units, while others report a shortage of affordable two and three-bedroom units.

The Strategic Plan will be the structure on which the Consortium will rely to bring about a measurable, consistent and progressive process that will hopefully lead to a highly productive program of housing and community development solutions to meet the needs of very low, low and moderate income households in our community.

Lead-based Paint (91.215 (g))

1. Estimate the number of housing units that contain lead-based paint hazards, as defined in section 1004 of the Residential Lead-Based Paint Hazard Reduction Act of 1992, and are occupied by extremely low-income, low-income, and moderate-income families.
2. Outline actions proposed or being taken to evaluate and reduce lead-based paint hazards and describe how lead based paint hazards will be integrated into housing policies and programs.

3-5 Year Strategic Plan Lead-based Paint response:

In September of 2000, Federal legislation was enacted regarding lead-based paint hazards to protect young children. The regulations set hazard reduction guidelines that include increased requirements for reducing lead in house dust. The Cities in the Consortium will meet these requirements by taking the necessary steps outlined in the law to work with a certified lead-based paint inspector to ensure that all projects undertaken will be properly inspected, assessed and then the proper course of action taken, whether it be encapsulation or abatement.

We have had success in the past of being able to identify instances of possible lead-based paint poisoning within the Consortium boundaries. Through work with our local housing authorities and our health departments, we have implemented a process of information dissemination to housing authority residents and the general public using HUD and Department of Health and Human Services information concerning the hazards of lead-based paint. We have also established a policy in our rehabilitation program to perform risk assessments and clearances in any structure we intend to rehabilitate and to require replacement paint and encapsulation in specifications in cases where older flaking paint is found.

Health Departments throughout the Consortium area participate in testing of children who have been identified as possibly being exposed to high levels of lead.

Please see Tenure by Poverty Status in 1999 By Year Structure Built in Strategic Plan Additional Files folder.

HOUSING

Housing Needs (91.205)

*Please also refer to the Housing Needs Table in the Needs.xls workbook

1. Describe the estimated housing needs projected for the next five year period for the following categories of persons: extremely low-income, low-income, moderate-income, and middle-income families, renters and owners, elderly persons, persons with disabilities, including persons with HIV/AIDS and their families, single persons, large families, public housing residents, families on the public housing and section 8 tenant-based waiting list, and discuss specific housing problems, including: cost-burden, severe cost-burden, substandard housing, and overcrowding (especially large families).
2. To the extent that any racial or ethnic group has a disproportionately greater need for any income category in comparison to the needs of that category as a whole, the jurisdiction must complete an assessment of that specific need. For this purpose, disproportionately greater need exists when the percentage of persons in a category of need who are members of a particular racial or ethnic group is at least ten percentage points higher than the percentage of persons in the category as a whole.

3-5 Year Strategic Plan Housing Needs response:

The Northeast Tennessee/Virginia HOME Consortium had 113,779 occupied housing units in the 2000 Census. Of the 113,779 occupied units, 72.2 percent are owner occupied and 27.8 percent are renter occupied. The U.S. has 66.2 percent of housing units being owner occupied and 33.8 being renter occupied. The unincorporated areas of Sullivan County had the highest percentage of occupied housing units being owner occupied at 84.9 percent while Johnson City had the lowest percentage with 57.2 percent. Several factors contributed to Johnson City having fewer owner-occupied units and more renter-occupied units. Johnson City is home of East Tennessee State University with over 12,000 students, many living in rental units. Johnson City had the highest median home value in the region at \$99,600 according to the 2000 Census. Affordable housing is harder to find in Johnson City and renting is an alternative solution. (See Housing Need/Housing Stock Table in Strategic Plan Additional Files.)

The homeowner vacancy rate was 1.7 percent in the U.S. compared to 2.1 percent for the region. While the vacancy rate for the region was higher than the nation, the percentage was relatively low. Kingsport had the highest homeowner vacancy rate at 3.5 percent. Kingsport has a relatively older housing stock as 44.3 percent of the housing units were built before 1960 compared to 35.0 percent for the U.S. As Kingsport has a relatively older housing stock with repair needs, the homes are more difficult to sell resulting in a higher vacancy rate. The rental vacancy rate was 6.8 percent for the U.S. compared to 10.8 percent for the region. The vacancy rate for the region increased in all of the HOME Consortium communities from 1990 to 2000. Bluff City had its rental vacancy rate

increase from 7.9 percent in 1990 to 13.1 percent in 2000. Kingsport had its rental vacancy rate increase from 7.1 percent in 1990 to 12.8 percent in 2000. Demographics were a contributing factor as the baby boom generation, born 1946 to 1964, were of an age where homeownership was preferred over renting. In addition, young persons are living at their parents home longer and delay entering the rental housing market. (See Housing Need/Vacancy Rates Table in Strategic Plan Additional Files.)

Johnson City and Bluff City were the only municipalities in the region that had more of its housing stock built from 1990 to March 2000 than the nation. The unincorporated areas of Sullivan and Washington counties had 23.8 percent and 23.7 percent of its homes built during this period. During that period, 19.3 percent of the housing units were built in Johnson City and 18.8 percent in Bluff City compared to 17.0 percent for the nation. Both Johnson City and Bluff City had a solid demand for new housing structures and available land. (See Housing Need/Age of Housing Stock Table in Strategic Plan Additional Files.)

In the region, 62.1 percent of households were in family households compared to 68.1 percent for the nation. Thus, the region had 37.9 percent of households in non-family households compared to 31.9 percent for the U.S.

Several factors contributed to the trend of a lower percentage of family households. The presence of East Tennessee State University (ETSU) in Johnson City contributed to a higher percent of non-family households in the region. Non-family households include persons living alone or a group of unrelated persons living in the same household. ETSU has several students who are located in rental housing living alone or with unrelated persons. A second factor is that the region has 13.7 percent of its householders 65 years and older living alone compared to 9.2 percent for the U.S.

As the region has an older population than the nation, households with elderly persons are more common. In 2000, 29.3 percent of the region's households had persons with individuals 65 years and older compared to 23.4 percent of households in the U.S. These households include elderly persons living alone, empty-nest couples and households where a grandparent is living with a son or daughter. Many elderly persons live in housing stock over 30 years of age and in need of repair. The lower income elderly households often lack the physical ability and funds to properly maintain their home.

Married couple families with children under 18 years of age make up the largest household subcategory comprising 24.3 percent of all households in the region. While this number is below the U.S., the 15,162 families in this category are a large segment of the region's households.

The region has 8.6 percent of its households that are female head of household with their own children under 18 years of age present compared to 7.2 percent of households for the U. S. As many of these households are low income, finding affordable housing solutions is a need. (See Housing Need/Characteristics of Households Table in Strategic Plan Additional Files.)

Minority groups in the consortium area at the time of the 2000 census composed 5.3 percent of the total population. Minority populations are throughout the region with concentrations in the downtown and east areas of Johnson City and Riverview and southeast sections of Kingsport, as well as the eastern sections of both Bristols. The most numerous minority group in every community was African-American, but comparisons with 1990 showed very rapid increases in the small Hispanic population and the even smaller Asian population. The largest Hispanic population concentration was in Johnson City. As Hispanic is an ethnic group and not a race, it is not shown in the table. We have not been able to identify disproportionate needs in the different categories of those affected. (See Racial Composition of the Region Table in ConPlan 2005 Introduction in Strategic Plan Additional Files.)

This Consortium did not complete the CPMP Housing Needs Table; however, see Strategic Plan Additional Files for Excel documents for each of the affected jurisdictions. Please note that the data for Washington and Sullivan Counties also includes the incorporated areas; therefore, there is some duplication. These tables reflect the categories of renters and owners for extremely low-income, low-income, moderate-income and middle-income families, and elderly persons as well as small related and large related households.

Overcrowding occurs when a housing unit contains more than one person per room, as defined by the U. S. Census Bureau. A large household is defined as one with five or more persons, and households of less than five are categorized as small families. In most jurisdictions within the Consortium, the highest percentage of overcrowding is found among renters with over five family members (large households) who have a household income less than 30% of the Median Family Income. A high percentage of extremely low-income households in rental units are experiencing housing problems.

Elderly households are one or two-person households where either person is 62 years old or older.

The cost burden is the fraction of a household's total gross income spent on housing costs. For renters, housing costs include rent paid by the tenant plus utilities. For owners, housing costs include mortgage payment, taxes, insurance and utilities.

The Housing Market Analysis Table in the CPMP Tool is optional and was not completed. However, see Washington County, Sullivan County and Bristol, Virginia Affordability Mismatch files in Strategic Plan Additional Files for statistical data.

Priority Housing Needs (91.215 (b))

1. Identify the priority housing needs in accordance with the categories specified in the Housing Needs Table (formerly Table 2A). These categories correspond with special tabulations of U.S. census data provided by HUD for the preparation of the

Consolidated Plan.

2. Provide an analysis of how the characteristics of the housing market and the severity of housing problems and needs of each category of residents provided the basis for determining the relative priority of each priority housing need category.

Note: Family and income types may be grouped in the case of closely related categories of residents where the analysis would apply to more than one family or income type.

3. Describe the basis for assigning the priority given to each category of priority needs.
4. Identify any obstacles to meeting underserved needs.

3-5 Year Strategic Plan Priority Housing Needs response:
STRATEGIES, PRIORITY NEEDS AND OBJECTIVES

The Affordable Housing priorities are as follows:

Priority No. 1: The expansion of first-time homeownership opportunities for very low, low, and moderate income households.

Priority No. 2: Expand opportunities to qualified very low, low, and moderate income homeowners to rehabilitate their homes to correct major code violations.

Priority No. 3: Expanded rental housing opportunities to qualified very low, low, and moderate income households.

Priority No. 4: Develop transitional and special needs housing for at-risk clients.

Priority No. 5: Develop new single-family housing units within the Consortium.

Priority No. 6: Assist in the expansion of support services for the at-risk population.

Priority No. 7: Assist with economic development opportunities through the creation or expansion of job opportunities for low and moderate-income people.

DETERMINATION OF PRIORITIES:

Expanding First-Time Homeownership Opportunities - Our regional housing market is characterized by the following: Sharply rising home prices in both the new and existing market; lack of affordable housing in markets needed by our target households; aging housing stock; earnings do not keep up with the increased cost in housing, thus there is an ever-growing gap between available housing and what households can pay for that housing.

Home Rehabilitation - The characteristics of the existing market are an aging housing inventory, issues with lead-based paint hazards, large number of households on fixed incomes and that increasing need for replacement housing.

Rental Housing - Overall lack of affordable new units being constructed; aging existing rental housing stock; rapidly increasing rental rates and stagnated fair-market rents.

Transitional and Special Needs Housing - We are seeing an increase in our area of the number of homeless and at-risk households; lack of permanent affordable housing; time constraints placed on households to transition from emergency housing to permanent housing. The deinstitutionalization of several classes of persons within the state of Tennessee have created a significant need to provide specialized housing for people with disabilities and needs for supportive services. These include both development disabilities as well as physical disabilities.

New Single-Family Housing - There is a critical need to affect the construction of more affordable single-housing units in our area to take care of the ever-growing demand of low and moderate-income households. Efforts need to be made to coordinate with contractors, property owners, local planning and codes enforcement agencies and lenders to increase the availability of new single-family housing.

Support Services - See Homelessness and Continuum of Care

Economic Development - see Anti-Poverty Strategy. Jurisdictions within the Consortium are active partners in economic development activities.

AFFORDABLE HOUSING

General Priorities: Funding priorities currently exist for moderate and substantial rehabilitation of substandard properties owned by very low and low-income families. Families enduring housing problems in terms of cost burdens that exceed 30% of income are a priority for investment of resources. Specifically, a high percentage of extremely low and very low-income families are experiencing housing problems.

There is a demonstrated need for assistance to families trying to become homebuyers. Research will continue regarding ways to bring more funding to this program through grants from the Federal Home Loan Banks of Cincinnati and Atlanta. Area member banks would apply for the funding which could be used in partnership with the CDBG Affordable Homeownership Program.

Census data also verifies the need for additional family rental units in parts of the Consortium, both in the private sector and in the Public Housing Authority.

Along with rehabilitation of homes, are improvements to the infrastructure. Water and sewer improvements are an integral part of supporting a neighborhood.

Basis for Assigning Priorities: Census data (cost burdens) and a history of conducting rehab projects and homeowner assistance grants all support a need for these services. Also considered is the large number of substandard housing units owned by the elderly as

well as the age and condition of the current housing stock. Families enduring housing problems in terms of cost burdens that exceed 30% of income are a priority for investment of resources. Information obtained from the Bristol Tennessee Housing Authority verifies the need for rental units as substantiated by the continued existence of waiting lists for the one-bedroom units and family units. The Bristol, Virginia Housing Authority reports a shortage of units for the elderly and one-bedroom units.

The Strategic Plan identifies the priority needs established by the community and obstacles that must be addressed to ensure that residents have access to decent shelter or assistance in avoiding homelessness. These strategies will continue to be followed over the time period of this Plan.

The needs as identified in this Strategic Plan represent the levels of priority that we have set based on our housing needs assessment. Priority levels have been evaluated and assigned a ranking as follows:

- High Priority: Activities to address this need will be funded.
- Medium Priority: If funds are available, activities to address this need may be funded by the locality during the five-year period. Also, the locality will take other actions to assist in locating other sources of funds.
- Low Priority: The locality will not fund activities to address this need during the five-year period. The locality will consider certificates of consistency for other entities' applications for Federal assistance.
- No Such Need: The locality finds there is no need or the grantee shows that this need is substantially addressed. No certifications of consistency will be considered.

It should be noted that in estimating the dollars to address the priority needs, we understand that the total amount of funds needed will not be available during the five-year Consolidated Plan period.

The key to success in the actual implementation of any housing and community development plan lies in its ability to coordinate and focus adequate resources to meet the needs that have been identified. At the time of the development of this Consolidated Plan, there are serious questions as to what State and Federal funding levels will be that will assist us in meeting the priority needs as stated in this Plan. The Consortium's intent is to create a structured, coordinated plan that will bring together a network of public, private, and nonprofit entities that can bring the necessary resources and abilities to realistically address the substantial needs that have already been detailed in this Consolidated Plan.

Obstacles to Meeting Underserved Needs: It has been noted by a variety of sources that there is an acute need for two and three-bedroom units for families with children in parts of the Consortium area. This apparent shortage is a barrier for many low and moderate-income families trying to obtain adequate housing and therefore represents a high priority for investment of funds. The lead-based paint regulations have had an effect on both the rehab and homeownership program that are costly.

Availability of funds is always a problem when attempting to meet the needs of a community that is economically distressed.

Objectives: CDBG and Federal HOME funds will be used to continue the rehabilitation program as well as the affordable homeownership grant program.

The Northeast Tennessee/Virginia HOME Consortium will assist families into homeownership. It will also rehabilitate single-family owner-occupied homes.

The Consortium encourages minority, disabled and women's business enterprise. All contracts awarded state, "Minority, disabled or Women's Business Enterprises (MBE, DBE & WBE) will be afforded full opportunity to submit bids and will not be discriminated against on the basis of race, creed, color, sex, handicap, or national origin in consideration for an award."

Bristol, Virginia continues to support BRHA and private contractors in their efforts to produce ground level 1 & 2 bedroom units for the elderly and disabled and/or redeveloping existing structures to produce affordable 1 & 2 bedroom units for elderly, persons with disabilities, and others who are seeking affordable housing.

Housing Market Analysis (91.210)

*Please also refer to the Housing Market Analysis Table in the Needs.xls workbook

1. Based on information available to the jurisdiction, describe the significant characteristics of the housing market in terms of supply, demand, condition, and the cost of housing; the housing stock available to serve persons with disabilities; and to serve persons with HIV/AIDS and their families.
2. Describe the number and targeting (income level and type of household served) of units currently assisted by local, state, or federally funded programs, and an assessment of whether any such units are expected to be lost from the assisted housing inventory for any reason, (i.e. expiration of Section 8 contracts).
3. Indicate how the characteristics of the housing market will influence the use of funds made available for rental assistance, production of new units, rehabilitation of old units, or acquisition of existing units. Please note, the goal of affordable housing is not met by beds in nursing homes.

3-5 Year Strategic Plan Housing Market Analysis responses:
GENERAL CHARACTERISTICS

The Housing Market Analysis looks at the supply, demand, condition and cost of the existing housing stock within the Consortium boundaries. The analysis evaluates existing public and assisted housing facilities, inventories homeless facilities and explains the impact that public policies may have upon affordable housing.

The Consortium is situated in the northeast Tennessee/Southwest Virginia portions of the two states in an area referred to as the Tri-Cities. Population grew solidly at 11.7 percent in the Northeast Tennessee/Virginia HOME Consortium between 1990 and 2000. The pace nearly equaled the national increase of 13.1 percent. Economic conditions and annexation laws affected the population gains. The Tri-Cities TN/VA Metropolitan Statistical Area (MSA), a measure of the region's population, increased 10.1 percent between 1990 and 2000.

The municipalities in Tennessee can annex property in its growth area. Bristol (VA), because of its status as an independent city, is limited to its existing land area. As a result, Bristol (VA) lost population from 1990 to 2000, even though the surrounding county, Washington County (VA), experienced an 11.4 percent population growth. (See Housing Inventory Table in Year 1 Additional Files)

The demand for moderately priced units has exceeded the supply, and there has continued to be a shortage of rental housing. This is particularly true in terms of family-sized units that meet Section 8 standards. A real estate management firm has indicated that moderately-priced rental units continue to be in short supply and are characterized by a very short turnaround or vacancy period that is usually no more than one or two days for presentable units. There is a very high level of median gross rent as a percentage of household income.

HOUSING FOR THE DISABLED

The rental housing supply in the Consortium for disabled persons is provided primarily by the Housing & Redevelopment Authorities. Homeowners receive assistance from various service agencies as well as through CDBG emergency rehab programs to assist with the cost of installation of ramps, handrails, etc.

CONCENTRATION OF RACIAL GROUPS

An area of racial/ethnic minority concentration is a block group exhibiting a total percentage of minority households more than the total percentage for the City. Refer to the Introduction chapter in Year 1 Additional Files for the racial composition of the region.

OTHER HOUSING

The Holston Habitat for Humanity office is located in Kingsport, Tennessee and serves the Tri-Cities region. A Family Selection Committee evaluates applicants on the basis of:

1. Need – the applicant must currently live in substandard housing.
2. Ability to Pay – the applicant must be able to afford house payments of \$250 to \$300 per month plus house maintenance expenses. Applicants must have a good credit rating and be unable to qualify for a conventional loan.

3. Willingness to Partner – the applicant must be willing to contribute 500 hours of sweat equity and participate in the Habitat Homeowner Education Program.

Holston Habitat for Humanity was founded in 1985. To date, 135 new homes have been dedicated. Accomplishments as of April 2005 are as follows:

Kingsport:	91 new
Johnson City:	11 new
Bristol, TN:	16 new
Bristol, VA:	4 new
Bluff City:	1 new
Piney Flats:	1 new
Elizabethton/Carter County,	7 new
Unicoi County:	2 new
Gray:	2 new

The Housing Market Analysis Table in the CPMP Tool is optional and was not completed. However, see Washington County, Sullivan County and Bristol, Virginia Affordability Mismatch files in Strategic Plan Additional Files for statistical data.

Specific Housing Objectives (91.215 (b))

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve over a specified time period.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the strategic plan.

3-5 Year Strategic Plan Specific Housing Objectives response:

The housing needs of low-income families in the Consortium area have improved but have not kept pace with the demand during the past ten years. Affordable housing remains in great demand as the market provides little incentive for landlords to rehab rental properties when they can obtain high rents with minimal repairs. The problem is exacerbated by losses of substandard housing stock due to demolition and other processes. Meanwhile additional affordable rental housing is not being created. Some members of the Consortium report a shortage of one and two-bedroom units, while others report a shortage of affordable two and three-bedroom units. Programs and activities that increase housing are priorities for investment.

The Strategic Plan will be the structure on which the Consortium will rely to bring about a measurable, consistent and progressive process that will hopefully lead to a highly productive program of housing and community development solutions to meet the needs of very low, low and moderate income households in our community.

STRATEGIES, PRIORITY NEEDS AND OBJECTIVES

The Affordable Housing priorities are as follows:

Goal No. 1: To expand first-time homeownership opportunities for very low, low, and moderate income households. Bristol, Tennessee and Johnson City will continue to fund their current Affordable Homeownership Programs with CDBG monies, as well as a Homeownership Program being offered Consortium-wide through HOME and ADDI funds.

Objectives:

1. Work with local lenders, realtors, and property owners to effect the acquisition of existing homes for very low, low, and moderate-income households for qualified first-time homebuyers through a due-on-sale loan.
2. Work with local lenders, national lenders, governmental agencies, non-profit and for-profit builders, property owners, (providing available, affordable land), and building material companies to effect the construction of new homes for very low, low, and moderate income households for qualified first-time homebuyers.

Goal No. 2: To provide expanded opportunities to qualified very low, low, and moderate income homeowners to rehabilitate their homes to correct major code violations. Bristol, Tennessee, Johnson City and Kingsport will continue their current rehab programs with CDBG funds. Consortium funds will also be used for rehabilitation projects.

Objectives:

1. Work with governmental agencies and local rehabilitation contractors to affect the rehabilitation of single-family owner-occupied dwellings for very low, low, and moderate income households.
2. Continue Emergency Rehab Programs in Bristol, Tennessee, Kingsport and Johnson City conduct emergency rehabilitation programs. People, Inc. in Bristol, Virginia, also operates an emergency program. As part of the rehabilitation program, some housing is identified which needs only emergency and/or minor repair to bring them up to minimum code without substantial rehabilitation. These cities will continue to operate emergency rehab programs with CDBG funds.

Goal No. 3: To provide expanded rental housing opportunities to qualified very low, low, and moderate income households.

Objectives:

1. Work with local rental property owners, non-profit, and for profit developers, local lenders, and local rehabilitation contractors to rehabilitate existing rental units to a level that meets HUD property requirements under the Section 8 program.

2. Work with local property owners, lenders, non-profit and for-profit developers, non-profit and for-profit builders, and local governmental agencies to effect the construction of new rental housing units that meet HUD property standards to qualify under the HUD Section 8 program.

Goal No. 4: To develop transitional and special needs housing for at-risk clients.

Objectives:

1. To work with local non-profit agencies, lenders, and property owners to develop customized housing in residential neighborhoods for persons with certified disabilities including the developmentally disabled.

2. To continue work on the Continuum of Care through the Appalachian Regional Coalition for the Homelessness to increase supportive housing in the region.

Goal No. 5: Develop new single-family housing units within the Consortium.

Objectives:

1. Work with CHDOs and other developers to increase the amount of affordable housing.

2. As areas within the Consortium age, upgrade water lines, sewer lines and sidewalks.

Rental Assistance: Opportunities to support low and moderate-income rental property may be pursued by members of the Consortium in partnership with local housing authorities, CHDOs and other nonprofit providers. Assistance should be construction/rehabilitation related.

Support Facilities: Bristol Faith In Action and the Continuum of Care (Appalachian Regional Coalition for the Homelessness).

Acquisition/Relocation: Members of the Consortium may, from time to time, provide voluntary acquisition/relocation assistance to low and moderate-income persons and families. The necessity of assistance will be driven by identification of housing which may be defined as “dilapidated” and ineligible for traditional rehabilitation.

Education and Life Management Skills: This is critical in many situations for renters and homebuyers to establish residency and/or prevent homelessness.

The following Federal, State and local resources are expected to be available and used during the next five-year Consolidated Plan period within the Consortium area. There are four CDBG Entitlement jurisdictions within the Consortium that anticipate getting these funds on an annual basis.

2005-06 Community Development Block Grant Funds
Bristol, Virginia - \$327,047

Bristol, Tennessee - \$263,464
Johnson City, Tennessee - \$557,638
Kingsport, Tennessee - \$468,336

Northeast Tennessee/Virginia HOME Consortium - \$1,378,243
American Dream Downpayment Initiative - \$45,264

Housing Authorities - The four Housing Authorities within the Consortium boundary receive assistance from the U. S. Department of Housing & Urban Development for capital projects, as well as Section 8 rental assistance.

Other - Other departments within the cities receive federal and state grants pertaining to their particular area, i.e., Weed & Seed Department of Justice, FEMA, Department of Criminal Justice, Bureau of Justice Assistance, and COPS.

The following State resources are available:
Some THDA HOME jurisdictions will continue to spend their balance of HOME funds. There is a possibility that there will be Tennessee state revenue funds available depending upon legislative action in 2005.

Tennessee Department of Human Services - 2005 Emergency Shelter Grant funds are set aside for the following cities Bristol (\$37,000), Kingsport (\$43,000) and Johnson City (\$48,000).

Tax Credits - In Bristol, Virginia, the Regency Development Corporation, Inc. has received low-income housing tax credits on the Thomas Jefferson School elderly housing project. Local jurisdictions within the Consortium will most likely receive assisted housing developments through the Low-Income Housing Tax Credit Program in the State of Tennessee.

Other Resources

Local Government Funds
Local and National Non-Profit Agency Funds
Private Lender Funds
Federal Home Loan Bank Funds
Private Corporate Funds
Local Non-Profit Agency Funds
Private Foundation Funds
CDBG funds are leveraged to complete THDA rehabilitation projects

Needs of Public Housing (91.210 (b))

In cooperation with the public housing agency or agencies located within its boundaries, describe the needs of public housing, including the number of public housing units in the jurisdiction, the physical condition of such units, the restoration and revitalization needs

of public housing projects within the jurisdiction, and other factors, including the number of families on public housing and tenant-based waiting lists and results from the Section 504 needs assessment of public housing projects located within its boundaries (i.e. assessment of needs of tenants and applicants on waiting list for accessible units as required by 24 CFR 8.25). The public housing agency and jurisdiction can use the optional Priority Public Housing Needs Table (formerly Table 4) of the Consolidated Plan to identify priority public housing needs to assist in this process.

3-5 Year Strategic Plan Needs of Public Housing response:

Public Housing in the Consortium area remains a significant portion of the affordable rental housing stock. The Public Housing units in the area, combined with Section 8 certified units continue to provide very low, low and moderate-income households with affordable rental housing choices. Listed below is information about the individual Housing Authorities within the Consortium area.

Bristol, Tennessee: The public housing agency in Bristol is the Bristol Tennessee Housing & Redevelopment Authority. The Housing Authority manages 372 public housing units. Those units include Edgemont Towers which is a multi-story facility with 118 units for elderly, handicapped, and/or disabled persons. Fort Shelby, also a multi-story facility, has 92 units for elderly, handicapped, and/or disabled persons. The remainder of the public housing units are 144 "scattered site" units and consist of single family, duplex, and townhouse units. These units are known as the family units.

There are 155 zero bedroom units, 105 one-bedroom units, 40 two-bedroom units, 37 three-bedroom units, 13 four-bedroom units, and 4 five-bedroom units in the total Bristol Tennessee Housing Authority stock. Of those units, all of the three to five-bedroom units are family units. None of the family units are available and the waiting list contained requests for over 100 units throughout the year. Units are available at both of the multi-story facilities so there is no waiting list.

Families with children represent one category that has been identified by the BTH&RA as representing a significant unmet needs population. Generally, the frail or disabled elderly population has been served with a relatively small waiting list or no waiting list. The evidence suggests that the present facilities are adequate to meet the demand for services.

Bristol, Virginia: All public housing in Bristol, Virginia is located in Census Tract 202, Block Group 3. There are a total of 399 units managed by Bristol Redevelopment and Housing Authority (BRHA) in six developments. Occupied units are as follows: 50 are efficiencies; 128 are one-bedroom; 102 are two-bedroom; 88 are three-bedroom; 27 are four-bedroom; and 4 are five-bedroom. Of those units, 31 are being remodeled. Some were constructed as long ago as 1939 and the newest was constructed in 1973. In the past, some of the older, more deteriorated larger units were demolished. BRHA has exceeded its requirements for handicap accessible units.

There is usually between a 3-5% vacancy rate. Factors that may contribute to the high vacancy rate include the area's reputation for being a high-crime and disturbance area (although for the last several years, this area has had one of the lowest crime rates in the City); the fact that people can live cheaper in Tennessee because they do not have an income tax; the lengthy application process that requires criminal checks, credit checks, etc.; the lack of adequate paying jobs that draw residents to this area.

The agency confronts the interrelated problems of declining demand for much of its public housing units and declining investment and maintenance in the privately owned housing adjacent to that public housing. To move public supply into balance with demand, it must reduce its total number of units; provide more one-bedroom units for an aging population; and make qualitative improvements to its existing units, site, and surrounding neighborhoods.

Johnson City: The overall condition of the public housing in Johnson City is very good. Most of the units are at least thirty years old, with some units over forty. Over the years, the housing authority has done a good job of maintenance and inside, as well as outside unit renovation. There is a total of 735 public housing units under the management of the Johnson City Housing Authority:

0 Bedroom = 44	3 Bedroom - 190
1 Bedroom = 196	4 Bedroom = 53
2 Bedroom = 263	5 Bedroom = 10

The housing authority has continued on a multi-year renovation program under the Comprehensive Improvements Action Grant Program. Under this program, they have, with the direct input of the housing residents, identified several restoration and revitalization needs. These include:

- * Conversion of heating systems from gas to all electric
- *New, more energy efficient windows and doors
- *Upgraded kitchen fans and appliances
- *Upgraded bath fixtures and in some cases bathtubs and sinks.
- *Upgrades of play areas at selected project areas.

Kingsport: The Kingsport Housing and Redevelopment Authority has a total of 633 households assisted through its public housing units and 1,129 through Section 8 certificates and vouchers. Latest statistics showed 254 families on a waiting list to receive housing assistance. In order to be on the Federal Preference List, applications must meet one of these conditions:

- *Live in overcrowded conditions which must be verified either by an agency or minister;
- *Spend 50% or more of income on rent and utilities;
- *Live in substandard housing, i.e., housing not meeting Housing Quality Standards set forth by HUD;
- *Be a victim of domestic violence which must be verified by police reports, agencies, social services, etc.; or
- *Be homeless due to no fault of their own.

Kingsport Housing and Redevelopment Authority utilizes the Federal Preference only, and does not have a local preference.

Apartments Managed by Kingsport Housing and Redevelopment Authority

Apartments	Units
Cloud	186
Dogwood Terrace	77
Holly Hills	81
Holston Terrace	48 (Elderly/Disabled)
Lee	123
Riverview	88
Tiffany Court	14

Subsidized Apartments Managed by Developers and Others

Apartments	Units
Finley Villa	58
Hickory Hills	48
Green Valley Manor	24
Kingsport Manor	100
Kingsport West	103
Kiwanis Towers	94
Maple Oak	175
Miller Village	153
Model City	256
One Wilcox Place	72

It is not anticipated that any subsidized units will be lost over the time frame of this Plan.

SECTION 8 HOUSING CHOICE VOUCHER

Bristol, Tennessee: As of April 2005, the Bristol Tennessee Housing & Redevelopment Authority administered 200 Housing Choice vouchers and certificates to subsidize rental housing for qualified families. These units are family units and are scattered throughout the community. All of the units are occupied and demand is such that no new applications are being accepted for the waiting list. Most families who are unassisted remain so because prospective rental units are substandard and; therefore, turned down by the Inspector. Subsequently, the landlord refuses to expend the money necessary to bring the unit up to standards. Because of demand for rental units, landlords are typically able to keep units rented at going prices without investing significant capital for rehabilitation.

Bristol, Virginia: There are a total of 605 Section 8 units. BRHA administers 254 that are scattered throughout the City. One hundred thirty-six are located in the Springdale Village complex; 65 are in the Eastridge complex; and 150 are located in Leisure Park Towers. All are existing units (no new construction, etc.) And there are no TBA certificates or vouchers. None are expected to be lost from inventory as the demand exceeds the supply and vacancies are filled almost immediately.

The waiting list for Section 8 never closes and consists of non-preference and preference. The only way a non-preference household can be placed on preference is if they can provide documentation that they are homeless. The non-preference households could wait for years for a vacancy. Even preference households may have to wait up to a year, but seldom under three to four months.

Johnson City: There are a total of 1,040 Section 8 units in Johnson City. Of these, 608 are project based units including 334 elderly units and 432 are tenant based units and are predominantly small family units, and 150 units of the Section 8 total are substantial rehab units. There are 17 unused tenant based certificates for the Section 8 program, consisting of 12 two-bedroom certificates, and five one bedroom certificates. In addition, there are currently seven unused tenant based rental vouchers in the Section 8 program, consisting of six two bedroom vouchers and a single one-bedroom voucher. There are currently no vacant units in the Section 8 program. No losses in units are anticipated due to any reasons, including through prepayment or voluntary termination of a Federally assisted mortgage.

Kingsport: There are approximately 1,100 Section 8 certificates and vouchers issued in Kingsport.

Public Housing Strategy (91.210)

1. Describe the public housing agency's strategy to serve the needs of extremely low-income, low-income, and moderate-income families residing in the jurisdiction served by the public housing agency (including families on the public housing and section 8 tenant-based waiting list), the public housing agency's strategy for addressing the revitalization and restoration needs of public housing projects within the jurisdiction and improving the management and operation of such public housing, and the public housing agency's strategy for improving the living environment of extremely low-income, low-income, and moderate families residing in public housing.
2. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake to encourage public housing residents to become more involved in management and participate in homeownership. (NAHA Sec. 105 (b)(11) and (91.215 (k))
3. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide

financial or other assistance in improving its operations to remove such designation.
(NAHA Sec. 105 (g))

3-5 Year Strategic Plan Public Housing Strategy response:

The Public Housing Authorities within the Consortium area will continue to provide affordable rental housing to the very low and low-income families through good management, use of capital improvement funds to maintain units and while encouraging active resident initiative programs.

In addition, the Housing Authorities, through their Section 8 Assistance Program will continue to expand opportunities for affordable rental housing as well as assisting with homebuyer opportunities through their Section 8 to Homeownership Voucher Program.

PUBLIC HOUSING RESIDENT INITIATIVES

Bristol, Tennessee: The Bristol Tennessee Regional and Housing Development Authority has a separate Resident Council in Edgemont Towers, Fort Shelby and in the family units. A Resident Advisory Board has been formed from representatives of each of these areas as well as from Section 8 tenants. The Resident Advisory Board elects officers and has input and makes recommendations to the Housing Authority on the required elements for the new Public Housing Authority Plan that will be submitted to HUD each year. All public housing residents, especially those in the family units, are notified of Homebuyer Education Workshops and encouraged to attend. As a result, several families from public housing units have been assisted into homeownership with CDBG funds.

Bristol, Virginia: The Bristol, Virginia Redevelopment & Housing Authority has a Residents' Advisory Board made up of at least one resident from each public housing neighborhood and a staff member of BRHA. In addition, Rice Terrace, Stant Hall and Jones Manor have their own residents' associations. The Rice Terrace Tenants' Association produces a monthly newsletter that is delivered along with the Housing Authority's newsletter to inform all residents of upcoming events or meetings they can participate in. Several residents play active roles in BRHA's planning and decision making process. Several job training classes have been funded with CDBG for the residents and as a result, many have learned a skill and attained employment. Staff of BRHA and the CDBG Coordinator are active with the residents. Bristol Coalition includes public housing residents.

Johnson City: The public housing authority currently encourages resident management initiatives through an organization known as the Resident Association Organization. The City, through their Community Development Office, works with this organization in an effort to aid them in reaching their goals and objectives. This organization is involved in providing support services for youth, adults, and children of the Johnson City Public Housing Authority. This group seeks to create program and educational opportunities for public housing residents and to provide additional recreational and skill learning opportunities for residents of public housing. Members of this group consist of actual

public housing authority residents, and gives them an opportunity to have a voice in the management and operations of the facilities. In addition, activities are often sponsored such as classes on fire safety and prevention, as well as programs sponsored by the Johnson City Public Safety Department regarding drug detection and prevention, as well as, life skills development sponsored by community support agencies.

Kingsport: The Kingsport Housing and Redevelopment Authority (KHRA) is the public housing agency that is responsible for disbursing local, State and Federal funds made available for public housing and rental assistance programs under Section 8. KHRA is completely autonomous with regard to hiring, contracting and procurement; however, it is a subrecipient for funds from the CDBG program (Lee Family Learning Center). Kingsport Housing and Redevelopment Authority is independent with regard to the jurisdiction of proposed development sites, of the Comprehensive Plan of the agency, and any proposed demolition or disposition of public housing development. The City encourages and supports the efforts of the Housing Authority to promote resident initiatives in the public housing developments in their system. KHRA and the City developed a police sub-station in the area of Riverview Apartments (public housing development). The sub-station is currently staffed by the Kingsport Police Department and will continue. Cloud Community Center, located in the City's largest public housing community, will be utilized by residents for the next five years and in the future beyond. The Center contains space being utilized for Head Start, day care, and includes community space plus a full-sized gymnasium. Funds for construction of this facility were provided by the Upper East Tennessee Human Development Agency (UETHDA) and the Department of Housing and Urban Development (HUD) including CDBG funds given by the City of Kingsport.

The Lee Center offers one-on-one basic reading and writing instruction to residents of Lee Apartments and surrounding low-income families, teaches parents and other adults reading skills along with children, and helps parents become involved in the learning process of their children. In addition, the Center provides a GED (General Equivalency Diploma) class, appropriate referrals to adult education classes, computer skills instruction, and a growing library for family readers.

The City encouraged KHRA in the formation of a resident council which in turn formed a non-profit corporation, Kingsport Initiative for Training and Employment (K.I.T.E.). This corporation promotes resident management and employment by employing several public housing residents who are doing maintenance. This program accomplishes several positive things. It makes these residents "self-sufficient", builds self-esteem and pride by allowing them to be productive citizens and therefore mutually benefits the residents and their employer, both tangibly and intangibly.

None of the four Public Housing Authorities within the Consortium boundaries are designated as troubled or otherwise performing poorly.

Barriers to Affordable Housing (91.210 (e) and 91.215 (f))

1. Explain whether the cost of housing or the incentives to develop, maintain, or improve affordable housing are affected by public policies, particularly those of the local jurisdiction. Such policies include tax policy affecting land and other property, land use controls, zoning ordinances, building codes, fees and charges, growth limits, and policies that affect the return on residential investment.
2. Describe the strategy to remove or ameliorate negative effects of public policies that serve as barriers to affordable housing, except that, if a State requires a unit of general local government to submit a regulatory barrier assessment that is substantially equivalent to the information required under this part, as determined by HUD, the unit of general local government may submit that assessment to HUD and it shall be considered to have complied with this requirement.

3-5 Year Strategic Plan Barriers to Affordable Housing response:
COST

There is a definite correlation between the rising cost of land, building materials and development costs as it relates to the lack of affordable housing in the Consortium area. All three of these factors have had a hand in driving up the cost of housing in the Consortium area putting it out of reach to the vast majority of low and moderate-income households.

BARRIERS TO AFFORDABLE HOUSING

RELEVANT PUBLIC POLICIES

The Consortium members administer a number of ordinances and regulations that may in some ways be considered obstacles to affordable housing; however, each represents an integral part of administration for the greater good of the community.

The following regulations, codes and policies were examined and determined necessary elements for city-wide planning for public safety and welfare. However, as noted each incorporates some degree of impediments to affordable housing:

1. Zoning Regulations
2. Subdivision Regulations
3. New Home Construction Codes
4. Unsafe Building Abatement Code
5. Property Taxes - City and County
6. Utility Board Restrictions
7. Southern Building Codes/BOCA
8. Code Enforcement
9. Unfunded Mandates
10. Poor Credit History
11. Inadequate Paying Jobs.

The Consortium members are surrounded by agriculture and mountain land that restricts development to some degree. Although the area is currently undergoing a static or slow-growth period, availability of affordable housing either for rent or sale remains limited. This is partially due to a predominance of high wage job losses during the last ten years. However, some barriers are imposed as a result of public policies considered necessary for controlling aspects of growth that would otherwise result in undesirable development. Subsequently, the public has demanded that certain policies and regulations be put in place. These policies could represent barriers that are necessitated by regulations and ordinances principally used to control industrial and residential development based upon appropriate aspects of type, location and density.

Efforts to remove barriers to affordable housing include the following:

- Continuation of the Fair Housing Program to assure that every citizen has equal access to housing opportunities. Fair Housing Resolutions will be adopted declaring April Fair Housing Month. Bristol, Tennessee participates in a media project designed to enhance public awareness of Fair Housing laws. Johnson City conducts workshops, advertising and a complaint referral network to educate both providers of housing and those needing housing in our local community. Bristol, Virginia advertises on a local free public tv channel.
- * Land Use Controls - Planning Commissions will continue working to implement land-use controls that promote housing development in a safe, efficient manner that is harmonious with existing neighborhoods.
- * Zoning Ordinance - Board of Zoning Appeals shall monitor requests for zoning variances due to hardships imposed by specific zoning regulations to determine if existing regulations are unreasonable.
- * Building Codes - Continue to monitor the Southern Building Code and BOCA for changes in restrictions which might be extraordinary and potentially unreasonable.
- * Infrastructure Requirements - The Planning and Engineering Departments will scrutinize the impact of infrastructure costs, along with utility fees and subdivision design requirements on the provision of affordable housing.
- * Poor credit history prevents low to moderate-income families from realizing the dream of homeownership.
- * The region does not offer adequate paying jobs; therefore, low-income families are unable to break the cycle of poverty.
- * There are no court orders or HUD sanctions in force for any of the members of the Consortium.

Implementing these goals will provide for more affordable housing and thereby ameliorate negative effects of any public policies which may keep housing costs above the affordable index.

HOMELESS

Homeless Needs (91.205 (b) and 91.215 (c))

*Please also refer to the Homeless Needs Table in the Needs.xls workbook

Homeless Needs— The jurisdiction must provide a concise summary of the nature and extent of homelessness in the jurisdiction, (including rural homelessness where applicable), addressing separately the need for facilities and services for homeless persons and homeless families with children, both sheltered and unsheltered, and homeless subpopulations, in accordance with Table 1A. The summary must include the characteristics and needs of low-income individuals and children, (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered. In addition, to the extent information is available, the plan must include a description of the nature and extent of homelessness by racial and ethnic group. A quantitative analysis is not required. If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates.

3-5 Year Strategic Plan Homeless Needs response:

The Appalachian Regional Coalition on Homelessness serves the Consortium area through its Continuum of Care. Point-in-time counts have been taken and homeless individuals identified by ARCH. Additionally, a separate point-in-time count was conducted specifically in Bristol, Virginia on January 26, 2005, under the leadership of People, Incorporated. During this 24-hour period, many of the same persons counted by ARCH at Haven of Rest and the Salvation Army were considered to be residents of Bristol, Virginia. However, 27 unsheltered homeless individuals were interviewed on the Virginia side of Bristol. These individuals were living in boxes, old cars, loading docks, etc. The majority of these persons suffer from alcohol or drug addiction or mental health problems. These figures show a need for permanent supportive housing.

Haven of Mercy provided the following assessment of homelessness. Homelessness can be divided into two major categories (chronic homeless and temporary homeless). Chronic homelessness constitutes almost 90% of those found in shelters. Although they have economic problems, these are not the main reasons they are homeless. The reasons for chronic homelessness are:

Substance Abuse	46.5%
Dysfunctional Personality	25.0%
Economic Problems	12.5%
Severe Mental Illness	10.2%
Physical Disability	5.6%
Other	.2%

More money, services, handouts, etc. will not solve chronic homelessness. In order to be effective, programs must be directed at solving the real problems. Programs that address only the physical needs are largely a waste of time and money. They are a Band-Aid

solution. It is necessary to address both the physical and mental/emotional needs by providing:

- * Rehabilitation programs for those addicted to alcohol or drugs, including aftercare;
- * Employment training and job search assistance; and
- * Life skills training and case management.

Temporary homelessness constitutes about 10% of the homeless and is generally caused by loss of income or an unusual group of expenses resulting in the loss of housing. Usually this group has family or friends who take them in until they can find a new job and housing. These groups seldom ended up in homeless shelters, although the need for family shelter is becoming apparent. Temporary homelessness appears to be experienced more by families now than in the past.

The persons most threatened with homelessness are very low-income families (0 to 30% HAMFI) with children, who are paying over 30% of their income on shelter. These families most at risk are not only the traditional family, but are many times single female heads of household which resulted from divorce, death, abandonment by spouse, etc. These families could benefit mostly from:

- * Housing counseling to assist families facing foreclosure/eviction;
- * Programs offering temporary financial assistance;
- * Shelters which keep families together;
- * Job training, counseling, placement, and follow-up;
- * Payment of deposits and first month rent for permanent housing;
- * Educational services such as GED preparation;
- * Child care at shelters or accessible to shelters;
- * Financial and budgetary training;
- * Transportation;
- * Programs to help very low-income households pay rent and utility bills that exceed their ability to pay; and
- * Job placement and retraining programs for laid-off workers, or adults entering the workforce for the first time.

One group of homeless subpopulations that constitutes temporary homeless is those fleeing domestic violence. Nationwide, 50% of the homeless women and children are due to physical violence. Safe House currently provides temporary shelter in these cases. Special needs of domestic violence are:

- * Comprehensive services to move the families through the system;
- * Support groups and outreach programs;
- * Job training;
- * Affordable daycare;
- * Court advocacy; and
- * Transportation.

The nature and extent of homelessness by race and ethnic group is unknown. A primary need in the development of homeless programs is a need for cultural and racial sensitivity. The existing delivery system for homeless shelter and services is largely all white and Christian oriented. This may alienate homeless individuals of different racial or religious backgrounds. In addition, the increase of foreign population, mainly Latin American, may result in a language barrier between service providers and this group.

It is accurate to say that the following identified needs apply to the entire Consortium area.

- * Transitional housing facilities for men, women, and families.
- * More permanent housing particularly for single male homeless persons.
- * An alternative shelter facility to serve those who do not want to be in a regular shelter.
- * A detoxification treatment facility.
- * More satellite medical clinic facilities.
- * Higher level case management services, particularly job opportunities.
- * Better prevention programs, particularly involving families with children.
- * More comprehensive mental health services.
- * A Safe Haven/Day Shelter facility.
- * More comprehensive drug/alcohol counseling and treatment.
- * More community awareness programs.
- * More directed legal services particularly in the areas of housing and benefit discrimination.
- * Pre-eviction and preventive counseling.
- * More permanent supportive housing.
- * Homeless shelter for families.

Priority Homeless Needs

1. Using the results of the Continuum of Care planning process, identify the jurisdiction's homeless and homeless prevention priorities specified in Table 1A, the Homeless and Special Needs Populations Chart. The description of the jurisdiction's choice of priority needs and allocation priorities must be based on reliable data meeting HUD standards and should reflect the required consultation with homeless assistance providers, homeless persons, and other concerned citizens regarding the needs of homeless families with children and individuals. The jurisdiction must provide an analysis of how the needs of each category of residents provided the basis for determining the relative priority of each priority homeless need category. A separate brief narrative should be directed to addressing gaps in services and housing for the sheltered and unsheltered chronic homeless.
2. A community should give a high priority to chronically homeless persons, where the jurisdiction identifies sheltered and unsheltered chronic homeless persons in its

Homeless Needs Table - Homeless Populations and Subpopulations.

3-5 Year Strategic Plan Priority Homeless Needs response:
Continuum of Care Goals and System Under Development

Chronic Homelessness Strategy/Goals

3 (a). 1 Past Performance

During the past year, the member agencies of ARCH have reached several milestones both collectively and individually. Among these were:

* ARCH has emerged as the leading catalyst to develop programs to meet the needs of the chronically homeless on a regional level. During the past twelve months, the coalition has seen the highest and most active level of participation in its history and has organized into a strong public/private partnership that encourages a systematic and collaborative approach to the needs of the chronically homeless in our region.

* Conducting a series of point-in-time counts to identify the number, geographic location and other relevant demographic location of chronically homeless persons in the area, including the beginnings of seasonal population data.

* Conducted a series of task force and committee meetings specifically targeted toward ending chronic homelessness in the region by critically reviewing the system currently in place and preparing a comprehensive gaps analysis. These meetings include those by an Executive Committee, which plans and oversees the organizational structure of the coalition; a Point-in-Time Committee to collect and analyze data to determine gaps; a Public Relations task force charged with creating greater public awareness of homeless issues in the region; a Membership Development task force; a Ranking/Steering/Ranking Committee charged with independent and unbiased evaluation and ranking of CoC funding applications; a Discharge Planning Task Force to develop a consistent regional discharge policy regarding chronically homeless persons; a Mainstream Resources Committee to develop information about access to and barriers to access by chronically homeless persons; and an HMIS task force charged with development of a comprehensive information sharing system with the goal of maximum participation.

* Developed an inventory of emergency shelters, transitional housing, and permanent supportive housing for homeless individuals and families. In the course of this inventory, we discovered that there is a critical shortage of both transitional and permanent supportive housing space. Included within the funding requests contained in this document are requests for funding by The Salvation Army and Kingsport Housing and Redevelopment Authority to increase transitional housing by 24 and permanent supportive housing by 26 beds specifically targeting the chronically homeless individuals.

* Identified the outreach availability in the region and the critical need for more outreach workers specifically targeted for working with the chronically homeless.

* The Johnson City Downtown Clinic has worked extensively on assisting chronically homeless persons throughout the region access mainstream resources.

- * Began developing a public awareness campaign regarding issues of chronic homelessness to implement through means of popular mass media and public education efforts.

There are series of obstacles remaining in the region's progress at eliminating chronic homelessness including:

- * The need for additional outreach services targeted exclusively toward the chronically homeless population. The region's PATH workers are not sufficient to provide the services needed for such a large geographic area and time-intensive population. The Veterans Affairs Homeless Veterans outreach worker has both a limited amount of time and resources with which to provide services to his specialized population

- * Lack of sufficient permanent supportive housing designed specifically for meeting the needs of the chronically homeless.

- * Lack of transitional housing opportunities that are both appropriate and designed with the needs and issues of the chronically homeless population.

- * Need for a central clearing house and information sharing system (HMIS).

- * Shortage of substance abuse treatment options for the chronically homeless.

- * Lack of funding for services targeted directly toward assisting chronically homeless population due in part to severe budget problems experienced by both state and local governments.

3 (a) 2 Current Chronic Homelessness Strategy

ARCH continues to revise its strategy as more accurate information is gathered through regular meetings and point-in-time counts. During the most recent regional point-in-time count conducted in February of 2004, ARCH found a total of 393 homeless persons with 300 sheltered and 93 unsheltered. Using data obtained through approximately 200 completed survey forms used during the count ARCH estimates that at least 98 are chronically homeless. Due to the lack of an HMIS system in our region to provide detailed and comprehensive information about homeless persons in our area ARCH is still working to get the clearest and most accurate picture of the homeless population in our region. As the HMIS system is implemented in our region we will be able to obtain a clearer, more detailed picture of the homeless and chronically homeless population based on deeper and more long-term data.

The current strategy as developed by ARCH includes:

- * Establishment of a Mainstream Resource Committee as well as a Discharge Planning Task Force to begin the work of coordinating and encouraging access to mainstream resources both for persons currently homeless and for those exiting institutional care into homelessness.

- * Identifying the chronically homeless population through increased street outreach efforts in both rural and more urban areas targeted specifically at the chronically homeless population with the goal of housing and ensuring appropriate and adequate

services. As part of this effort, ARCH seeks to increase the number of outreach workers specifically targeted to the chronically homeless population.

- * Surveying emergency shelters, the local police, sheriff's department, jails, hospital emergency rooms, feeding programs and mental health providers to determine both the numbers who are currently on the streets and in emergency shelters who have been homeless for a year or more and the needs of the chronically homeless population to determine how the continuum of care might better work towards meeting those needs.

- * ARCH, in partnership with the state Creating Homes Initiative and area Public Housing Authorities will increase the number of available permanent supportive housing beds for individuals in the region by at least 100 units and for families by at least 100 units over the next ten years. If this application is funded it will provide more than 20 units of permanent supportive housing designated specifically for chronically homeless individuals in the region who have a diagnosed mental illness.

- * ARCH is seeking to develop the resources to add the first additional transitional housing specifically for chronically homeless persons to be added in over 10 years.

- * Planning for an HMIS to gather information and share data in order to encourage consistent standards of care throughout the region, disseminate information needed by municipal planners, disseminate information to the general public to increase awareness of the presence and needs of homeless persons in the eight counties, and to encourage non-duplication of services.

b. See Other Homeless Goals Chart Year One Folder

3 (b) 1 Accomplishments over the past year in addressing other homelessness goals

During this second full year of implementing a consistent, region-wide continuum of care process, ARCH has laid the groundwork for effectively and systematically addressing the needs of homeless individuals and families in our area. Some of the accomplishments include:

- * Secured funding to provide transitional housing for 6 families

- * Secured funding for over 25 units of permanent supportive housing, the first ever in the region dedicated to the use of chronically homeless individuals

- * Conducted three additional point-in-time counts throughout the upper eight counties of Northeast Tennessee, which in turn allowed the coalition to complete and publish a comprehensive gaps analysis report. The counts are designed to provide baseline data regarding the seasonal characteristics of the homeless population in this region.

- * Information from both the point-in-time counts and gaps analysis reports were distributed to members of ARCH and any other interested parties who requested a copy of the document to assist them in identifying the homeless population characteristics, geographic location and unmet needs for planning/development purposes.

- * Identified continued need for additional transitional housing for families with children. Historically the waiting list for these beds has averaged between three and four families; currently there are five families waiting for these beds.

- * Examined at length the need for a central clearing house and HMIS system to adequately monitor and track the persons who access mainstream and community

resources in the region. The coalition's movement toward adoption of an HMIS and clearing house system marks significant progress toward collaborative efforts and partnerships that will result in better service to clients in need of services in the region.

- * Established a Mainstream Resources Committee to begin the work of improving access to mainstream government resources by homeless persons by:
- * Publication of a listing of mainstream and other program/resources for use by intake workers;
- * Provision of opportunities for mainstream resource providers to educate network members about mainstream resource availability/requirements;
- * Beginning development of a consolidated application for multiple mainstream resources for use by intake/social workers to simplify the process for homeless persons.

Homeless Inventory (91.210 (c))

The jurisdiction shall provide a concise summary of the existing facilities and services (including a brief inventory) that assist homeless persons and families with children and subpopulations identified in Table 1A. These include outreach and assessment, emergency shelters and services, transitional housing, permanent supportive housing, access to permanent housing, and activities to prevent low-income individuals and families with children (especially extremely low-income) from becoming homeless. The jurisdiction can use the optional Continuum of Care Housing Activity Chart and Service Activity Chart to meet this requirement.

3-5 Year Strategic Plan Homeless Inventory response:
HOMELESS FACILITIES

NATURE AND EXTENT OF HOMELESS

The nature and extent of homelessness in the Consortium area is difficult to define. Many of the homeless persons are served by the facilities noted below. Many others are transient and are still served by the facilities noted below; however, their stay is short-term. These homeless persons move from town to town by way of the interstate and stay at a shelter only long enough to obtain food, clothing and a bed. Some of the homeless are homeless by choice. That is, local shelters with the assistance of the police have made efforts to take these persons to available shelters and they refuse. Many times their refusal is based upon rules which must be followed at the shelters (i.e. no alcohol).

HOMELESS AND EMERGENCY SHELTERS

BLUFF CITY, TENNESSEE:

The Community Chest and Department of Human Resources provide Meals on Wheels and transportation services to homeless individuals and families. Bluff City's close proximity to both Bristol, Tennessee and Johnson City allow homeless individuals to be served by the facilities in those areas as well.

BRISTOL, TENNESSEE/VIRGINIA:

Abuse Alternatives, Inc. - (maximum capacity 24 women plus children for a maximum total of approximately 54 persons). has twenty+ years of experience in providing services to clients involved in domestic violence situations. This agency's mission is to interrupt and/or eradicate the cycle of violence in the lives of those served in residence in an emergency shelter, as well as participants of a support group and Intervention Programs. Abuse Alternatives' goal is to serve all abused women and their children by providing safe, temporary shelter, meeting their immediate physical needs and providing a strong support system to address their emotional and psychological needs through counseling and referral to specialized agencies, i.e., mental health, DHS, legal aid, medical services, etc. and to assist those with the desire to establish independence with referral to housing agencies, employment agencies, and job training agencies. Intervention with those who batter is provided to break the cycle of violence at its cause and provide support to victims.

The Salvation Army - (maximum capacity 40 with some additional capacity for women with children on an emergency basis) is a well-known and well-respected organization that has operated in the United States, as well as other parts of the world, since 1865. They have operated in Bristol for more than sixty years. The Bristol Salvation Army seeks to meet the needs of the homeless through various programs. The services offered are guided by the Army's priority of serving basic human needs, i.e., food, shelter and clothing. Areas of service in the Office of Emergency Social Services include assistance with rent/mortgage, utilities, food, clothing, prescriptions and emergency travel and food baskets at Christmastime. The Salvation Army offers support and encouragement to individuals, building their character, and giving them an opportunity to serve their community. Group activities at the Army include the Ladies Home League, the Men's Fellowship Club, the Senior Citizens Club, the Boy's Adventure Corps, the Girl Guards, the Sunbeams, the Young People's Legion and the Corps Cadets. The most visible reminder of The Salvation Army is the Red Kettle seen around the world during Christmastime.

The Haven of Rest - (single women, 6); Haven Shelter (women with children, 14-16); Haven of Rest Men's Mission (32 men) has been ministering to the homeless and hungry in the Tri-Cities since New Year's Eve 1955. Beginning in a leased pool hall on State Street in downtown Bristol and continuing with its main campus now located at 624 Anderson Street, the ministries of the Haven of Rest include the Rescue Mission, a men's shelter; Haven Home, a women's shelter; Haven Shelter, a shelter for women with children; Haven Outlet, a thrift store; Housing Projects Ministry, a program for children at the Boys and Girls Club; and a Kids Kafe that serves snacks to children after school and the noon meal during the summer school break. Chapel services are held in the Haven chapel nightly at 7:30 p.m. Future plans for ministry include utilization of two newly purchased houses on Seventh Street, adjacent to the main campus, for expansion of the men's program and a family ministry.

Bristol Faith In Action - This agency can help persons who need lodging, food, etc. if the shelters are full.

Crossroads Medical Mission - This organization makes monthly visits to the Haven of Rest, Douglas Community Center and BRHA property and provides healthcare free of charge to persons who have no medical insurance or other means of payment.

Many local churches provide emergency services such as shelter and food. Additionally, a church-sponsored weekend soup kitchen is open to anyone in need. There is a mobile soup kitchen that travels throughout Bristol on weekdays.

Although a majority of homeless men are alcoholic or drug dependent, there are no sheltered treatment programs for alcohol and drug abuse.

JOHNSON CITY:

There are currently three full-service homeless shelters in Johnson City, these being the Shelter of Hope operated by the Salvation Army, the Haven of Mercy Rescue Mission Shelter, and the Safe Passage Domestic Violence Shelter. The current capacity of the three shelters is 120. Sixty-four beds at the Shelter of Hope, 40 beds at the Haven of Mercy Rescue Mission Shelter, and 16 beds at the Safe Passage Domestic Violence Shelter.

In the way of services, the Shelter of Hope provides food, clothing, personal counseling, vocational counseling, and health screening and some treatment through the medical clinic operated by the Nursing School of East Tennessee State University. The Haven of Mercy Rescue Mission Shelter provides food, clothing, and personal counseling. Safe Passage Domestic Violence Shelter provides food, clothing, housing deposits, utility deposits and personal counseling.

The Interfaith Hospitality Network provides food, shelter and other basic assistance to families. They provide sixteen beds (transitional housing) as well as case management in an effort to keep family members from being separated.

KINGSPORT:

Salvation Army Transient Lodge - Provides emergency shelter with 54 beds. The Salvation Army also uses Model City Motel to temporarily house families and single women. This facility contains 20 rooms and 2 apartments for emergency situations in conjunction with the Upper East TN. Human Development Agency. The Salvation Army also provides hot meals each day at Noon, and at 4:00 p.m. on Sunday.

Hope Haven Ministries - A Christian halfway house that provides a supportive living environment and counseling for up to 18 men. More of a rehabilitative type of organization which offers programs for drug and alcohol rehabilitation, they also offer a job search program for those lacking training and education.

Link House, Inc. - A not-for-profit corporation that currently has 2 facilities for homeless teenagers. Emergency Shelter-Group Home is licensed for a short-term stay for 8 residents (4 males, 4 females) and up to 20 in an emergency. An Independent Living For Boys facility houses 4 male clients for long-term stays.

Safe House - A shelter for abused women and children which can provide 9 beds and 3 cribs.

John Hay House - Provides transitional housing for 18 persons. It is a residential program for men who can benefit from an alternative to prison. Eligible clients include non-violent youthful and/or first time offenders, and are often court ordered referrals for probationers. The Hay House program is designed around a six-month structured residency during which time the resident receives professional counseling, educational or vocational opportunities, job placement, and after-care services.

Emergency Relief Agency - Provides short-term crisis assistance to permanent residents of the Kingsport area who are having temporary financial emergencies as a result of loss of employment, illness, desertion, and domestic violence.

Department of Human Services - Refers individuals and families to agencies that can provide housing or emergency assistance.

United Way of Greater Kingsport - Provides funding to Salvation Army, Red Cross, Link House, and Safe House so these agencies can give emergency relief to individuals and families in need.

American Red Cross, Kingsport Area-Hawkins County Chapter - Provides planning for community disasters, assistance to fire and disaster victims, and case work for an emergency fuel assistance program.

Upper East Tennessee Human Development Agency - Provides temporary shelter, education and job assistance for the homeless. Sometimes UETHDA works in conjunction with the local housing authority to provide temporary housing and assistance through the Alliance of Business and Training.

Contact Concern - Provides an answering and referral service to agencies for those looking for assistance.

TRANSITIONAL HOUSING

There is very little transitional housing offered within the Consortium. However, in Johnson City, there are 24 units at the Downtown Apartments, 22 at the Manna House (both operated by Fairview Housing) and 16 at Magnolia Ridge (operated by Frontier Health).

Effective July 1, 2005, the Salvation Army of Johnson City will receive McKinney Act funding to provide 12 transitional housing units for men and 12 transitional housing units for women. Additionally, Potters Wheel Ministries in Johnson City will receive McKinney Act funding to rehab and furnish an existing facility to provide transitional

housing primarily for chronically homeless individuals with substance abuse or mental illness problems (20 beds).

WASHINGTON COUNTY

The Catholic Charities provides transitional housing for families (8 beds). They receive funds through the McKinney Act. Full capacity will be 12 beds.

OTHER

Kingsport Housing & Redevelopment Authority has received in excess of \$1.1 million through the McKinney Act - Shelter-Plus Care dollars to be used in the eight counties of northeast Tennessee for those individuals who are homeless and have a disability. Results from this five-year grant are projected to assist at least 50 families.

Homeless Strategic Plan (91.215 (c))

1. Homelessness— Describe the jurisdiction's strategy for developing a system to address homelessness and the priority needs of homeless persons and families (including the subpopulations identified in the needs section). The jurisdiction's strategy must consider the housing and supportive services needed in each stage of the process which includes preventing homelessness, outreach/assessment, emergency shelters and services, transitional housing, and helping homeless persons (especially any persons that are chronically homeless) make the transition to permanent housing and independent living. The jurisdiction must also describe its strategy for helping extremely low- and low-income individuals and families who are at imminent risk of becoming homeless.
2. Chronic homelessness—Describe the jurisdiction's strategy for eliminating chronic homelessness by 2012. This should include the strategy for helping homeless persons make the transition to permanent housing and independent living. This strategy should, to the maximum extent feasible, be coordinated with the strategy presented Exhibit 1 of the Continuum of Care (CoC) application and any other strategy or plan to eliminate chronic homelessness. Also describe, in a narrative, relationships and efforts to coordinate the Conplan, CoC, and any other strategy or plan to address chronic homelessness.
3. Homelessness Prevention—Describe the jurisdiction's strategy to help prevent homelessness for individuals and families with children who are at imminent risk of becoming homeless.
4. Institutional Structure—Briefly describe the institutional structure, including private industry, non-profit organizations, and public institutions, through which the jurisdiction will carry out its homelessness strategy.

5. Discharge Coordination Policy—Every jurisdiction receiving McKinney-Vento Homeless Assistance Act Emergency Shelter Grant (ESG), Supportive Housing, Shelter Plus Care, or Section 8 SRO Program funds must develop and implement a Discharge Coordination Policy, to the maximum extent practicable. Such a policy should include “policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.” The jurisdiction should describe its planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how the community will move toward such a policy.

3-5 Year Homeless Strategic Plan response:
Continuum of Care Service Activity Chart

Fundamental Components in CoC System – Service Activity Chart Component:

Prevention

Services in Place:

Rent/Utility/Mortgage Assistance

- * The Salvation Army of Johnson City, Kingsport, and Bristol provide rent/utility/mortgage assistance. These services are provided through donations to the three Salvation Army agencies through both fund raising activities and the local United Ways.
- * The Upper East Tennessee Human Development Agency operates a series of Neighborhood Service Centers located in each county of ARCH’s CoC region to provide rental and utility services.
- * Catholic Charities provides rental and utility assistance as well as assisting benevolent groups that serve at-risk clients in bringing their homes into a habitable condition.
- * Good Samaritan Ministries Inc. provides a wide range of prevention services including rental and utility assistance as well as assisting with food and prescription medications.
- * Greeneville/Greene County Community Ministries offers rental and utility assistance. Utility assistance funds come from donations directly to the GGCCM and through donations by consumers to the local utility company, which the GGCCM manages & distributes.
- * A.R.M (Area Resource Ministry) provides rental and utility assistance as well as emergency food to residents of Carter County.
- * Hale Community Ministries (with a center in Carter County and one in Johnson County) offers rental and utility assistance as well as emergency food.
- * Kingsport Community Ministry Center (KCMC), a coalition of more than eleven Kingsport area churches, provides rental/utility/mortgage assistance as well as providing emergency food and referral for other needs.
- * St. Vincent de Paul, a service group of St. Dominic’s Catholic Church, provides rent and utility assistance in coordination with one of the area’s 211 human & social services information & referral service providers.

- * Community Aid Services in Hawkins County provides limited rental and utility assistance.
 - * American Red Cross chapter for the Kingsport Area also provides rent and utility assistance for residents of Hawkins and Sullivan Counties.
 - * Frontier Health, the regions community mental health organization with facilities in each of the eight counties, provides limited rent and utility assistance.
- Assistance in Locating Housing
- * Frontier Health has Housing Developers serving all eight counties of the region by providing persons having a diagnosed mental illness with assistance
 - * Public Housing Authorities in the region assist persons with low income to locate and obtain affordable housing in properties managed by the PHA's.
 - * Many area agencies assist clients though their case management services to locate housing.
 - * Johnson City Downtown Clinic outreach worker assists homeless and "at-risk" clients to locate affordable housing.
 - * Salvation Army assists shelter clients and preventative services clients to locate housing.
 - * Veterans are assisted in locating housing by both the outreach worker at the Veterans Affairs Medical Center and the social workers, as well as by the Vet Center.
 - * All area domestic violence shelters assist clients in locating safe and affordable housing.
 - * Holston Home for Children, Free Will Baptist Family Ministries, Tennessee Baptist Children's Homes, and the Christian Children's Homes of Tennessee all assist youths exiting their institutions to locate and obtain affordable housing.
 - * Family Life Ministries, Inc., Tennessee Baptist Children's Homes, Free Will Baptist Family Ministries, Bethany Christian Services, and the Florence Crittendon Agency assist pregnant teens to locate housing when exiting their programs after giving birth.
- * Those clients who are HIV positive are assisted through "HOPE for Tennessee", which receives HOPWA funds to both provide prevention services and assistance in locating housing.
- * Better communication and coordination to maximize effective use of vouchers currently available across the region. With the wide geographic diversity of the CoC region, a systematic approach is needed to ensure equal distribution and access. The strong, informed network of well-established service providers represented by ARCH are communicating through a variety of means, both formal and informal, to ensure that all counties are fully represented
- Services Planned:
- * One agency is currently providing Dial 2-1-1 service to three of the eight counties (with expansion as resources allow). Dial 2-1-1 is designed to quickly assist callers to locate the nearest access point for services and provide information about availability of a variety of mainstream and community resources and programs. Dial 2-1-1 is a project of the United Way of America and the Alliance of Information & Referral Systems. 211 has been set aside as an abbreviated dialing code, similar to 911, 411, 311, etc by the Federal

Communications Commission (FCC) for human and social services information & referral.

How persons access/receive assistance:

* Services are accessed through both formal and informal understandings with all members of the continuum. Once a person seeks any assistance, at least a limited assessment is completed, and the service provider will attempt to locate other service providers that may be either more suited for assistance or could also provide some support to the client. Many service providers conduct a comprehensive assessment and, through case management, actively seek to connect clients with mainstream and community resources.

Component: Outreach

Outreach in Place:

* Veterans: The Veterans Affairs Medical Center (VAMC), located in Johnson City, provides outreach for veterans. The homeless outreach worker and the coordinator of the program are very active members of the ARCH.

* Seriously mentally ill: In addition to the services of the Veterans Affairs Medical Center (VAMC) outreach staff, the Johnson City Downtown Clinic provides intensive outreach to the region's mentally ill homeless individuals and families including those who are living on the streets. Both programs are actively searching areas of homeless activity such as feeding programs and bridges/underpasses in the Johnson City area but there is a critical need for additional outreach to other urban areas in the region and to the more rural areas as well. Fairview Housing operating as Manna House also provides outreach to the region's serious mentally ill. All of these entities meet twice monthly to better coordinate efforts to adequately serve this population. The TN Department of Developmental Disabilities also conducts outreach to this population. Frontier Health, the region's community mental health organization with facilities in each of the eight counties, provides services to homeless persons having a variety of mental health disorders through outreach by case managers to emergency shelters and hospitals.

* Substance abusers: The Johnson City Downtown Clinic also provides weekly outreach to the region's homeless population. The outreach staff is well trained to link substance abusers to services. Manna House also provides weekly outreach to many of the known homeless encampments. Frontier Health, the region's community mental health organization with facilities in each of the eight counties, conducts outreach at local colleges/universities and through the criminal justice system across the region and works in coordination with the Johnson City Downtown Clinic.

* HIV/AIDS: Frontier Health provides outreach services for this population through HOPE for Tennessee, which has three outreach workers that provide outreach to this population throughout the eight counties through Frontier Health, the community mental health organization. The Tennessee Association of People With AIDS (TAPWA) conducts extensive outreach to this population, particularly among the student population at East Tennessee State University (main campus in Johnson City with satellite campuses in Kingsport, Bristol, and Greeneville).

* Domestic violence: There are six domestic violence shelters within our region that offer a twenty-four hour hotline. All domestic violence shelters provide assistance for clients to access mainstream resources such as Families First (TANF), TennCare (the

state's managed care program for low-income and uninsurable persons & SCHIP), Food Stamps, etc.

* Youth: Frontier Health operates an outreach program for homeless youth. Both the Johnson City and Kingsport School Systems have a Homeless Education program specifically for children who are homeless/at risk of becoming homeless. These programs offer after school tutoring, school supplies, immunizations, limited transportation, clothing, enrollment assistance, and work with other agencies to provide a continuum of care for members of this population.

Outreach planned:

* Johnson City Downtown Clinic is seeking funds to add one full-time employee dedicated to outreach for the region. Presently, there are only two outreach workers specifically targeted to homeless individuals for the entire region.

Component: Supportive Services

Services in Place:

* Case Management: Case management is offered by many agencies within the continuum. Frontier Health offers case management as appropriate. Johnson City Downtown clinic provides needed case management for any of its clients in need or desiring such service. The Salvation Army of Johnson City provides case management for those in their extended stay shelter program. Manna House provides case management services to all clients.. HOPE for TN provides case management to HIV/AIDS clients. Social workers at many of the benevolent agencies provide limited duration case management to most of their clients. The Veterans Affairs Medical Center (VAMC) Homeless Outreach Clinician provides case management services to eligible veterans.

* Life Skills: Fairview Housing as the Manna House provides for budgeting and other life skills classes for its residents. Frontier Health provides services at the Victory Center for those clients who need to "re-learn" skills to avoid homelessness. All of the local Salvation Army corps provide for budgeting and other skill classes. Consumer Credit Counseling Services, located in Johnson City, also provides budgeting, HUD certified comprehensive housing counseling, debt management counseling and educational services. Legal Aid of East Tennessee provides HUD certified comprehensive housing counseling among many services offered to the community. Catholic Charities and Good Samaritan Ministries also offer limited life skills training for clients as part of their case management. Eastern Eight Community Development Center provides home ownership training and budgeting/personal finance education.

* Alcohol and Drug Abuse Treatment: Frontier Health, the community mental health center with facilities located in each county, through its Magnolia Ridge facility offers an individualized recovery program on an in-patient basis. Frontier Health also offers an extensive outpatient program. Through the Adventure Program, Frontier Health works to serve adolescents with alcohol and drug addictions as well as their families. The Veterans Affairs Medical Center (VAMC) offers detoxification, primary treatment, and follow-on recovery and after care services for veterans. There are many 12-step programs within our region. Comprehensive Community Services (CCS) with offices throughout the region also offers A&D services for both adults and juveniles. CCS has a 40-bed facility in Sullivan County that provides in-patient substance abuse services for

adolescents. Indian Path Pavilion in Sullivan County provides in-patient A&D services for both adults and juveniles. In addition, there are a variety of counseling services available on a sliding scale basis from groups such as Mustard Seed Ministries (including an addiction counselor certified in both TN and VA); Tri-Cities Center for Christian Counseling with offices in Kingsport and Johnson City; and Family Consultants, a division of Christian Children's Homes of Tennessee.

* Mental Health treatment: Frontier Health has outpatient offices in all of the counties within our region. They are designated as the community mental health center. There are three inpatient psychiatric hospitals within our region, each providing a variety of programs. Frontier Health provides mobile crisis services throughout the region. The Veterans Affairs Medical Center (VAMC) in Johnson City offers a full range of behavioral health services to the regions veterans. The Johnson City Downtown Clinic offers a full range of behavioral health treatments to the regions homeless and uninsured. In addition, there are a variety of counseling services available on a sliding scale basis from groups such as Mustard Seed Ministries (including an addiction counselor certified in both TN and VA); Tri-Cities Center for Christian Counseling with offices in Kingsport and Johnson City; and Family Consultants, a division of Christian Children's Homes of Tennessee. The Bristol Crisis Center provides crisis counseling on both a hotline and face-to-face basis. There are two CONTACT centers (both are accredited by CONTACT USA and are members of the Association of Tennessee CONTACT & Crisis Centers) providing crisis intervention/helpline services on a telephone basis. The CONTACT centers and the Bristol Crisis Center offer services 365 days per year, including holidays. The Bristol Crisis Center also offers the region's only sexual assault response center, located in Johnson City, with response workers located throughout the region.

*Primary Health Care: The Johnson City Downtown Clinic provides comprehensive primary health care to the homeless and the "at risk" population. The Veterans Affairs Medical Center (VAMC) provides comprehensive health services to qualifying veterans.

*AIDS-related Treatment: Frontier Health, through HOPE for TN, offers a wide range of services to this population. The Tennessee Association of People With AIDS (TAPWA) offers advocacy services, assistance, and referral services.

*Education: Adult education classes including G.E.D. classes are offered through Frontier Health's Victory Center and Fairview Housing as the Manna House. Many local high schools offer Adult Basic Education classes and G.E.D. classes. Both the Johnson City and Kingsport School Systems have a Homeless Education program specifically for children who are homeless/at risk of becoming homeless. These programs offer after school tutoring, school supplies, immunizations, limited transportation, clothing, enrollment assistance, and work with other agencies to provide a continuum of care for members of this population.

* Employment Assistance: The Johnson City Downtown Clinic, Frontier Health and the entire local Salvation Army Corps offer employment assistance to their clients. Fairview Housing as Manna House requires those residents who are not currently receiving entitlement benefits, to attend job placement education. All area shelters provide employment assistance as part of their case management services for clients. Two comprehensive Career Centers, the Northeast Tennessee Career Center and the Five Rivers Regional Career Center, partner with the TN Dept. of Labor and Workforce Development, the TN Dept. of Human Services, Adult Education, Vocational

Rehabilitation, Veterans Services, and the Alliance for Business & Training to provide a “one-stop-shop” offering a variety of services to job seekers including assistance writing a resume, employment workshops, skills assessment, career plan development, employment listings, and linking clients with prospective employers. In addition, clients can apply for many mainstream resources at the center, including TennCare, Food Stamps, Families First (Tennessee’s program to administer TANF), and other services. Through the “Ticket to Work and Self-Sufficiency” Program disability beneficiaries are provided with more choices for receiving employment services and increases employer incentives to provide job availability for these clients. Ticket to Work is available to those receiving Title II or Title XVI benefits.

* Child Care: Family First (TANF) vouchers are available. The TN Dept. of Human Services offers referrals to child care services through a statewide toll-free number. Neighborhood Service Centers located in each county also provide limited assistance with childcare costs and in locating childcare services.

* Transportation: Johnson City and Bristol offer mass transit services within their municipality. Homeless clients who have TennCare can access transportation services for medical and mental health appointments through N.E.T. Trans; for non-medical related transportation and for those without insurance coverage transportation is either by walking or help from friends. When possible, outreach workers will transport clients to access services.

Services Planned:

* A series of community service link centers designed to assist those in need, including homeless individuals and families, to access both community and mainstream resources. These facilities may be located in a main office with several “satellite” offices located throughout the eight county region. These centers will supplement the already in place one-stop shops at the career center located in Johnson City by providing services at scattered sites for those unable to find transportation across long distances.

How homeless person’s access/receive assistance

* Currently most of the homeless persons within our region are referred to other agencies by use of self-referral. Once services are initially accessed, our region has both a formal and an informal referral system in place. If one agency cannot fully meet the needs of a client, then referral is given to another agency. Many of the discharge planners of our region’s hospitals are now contacting coalition members prior to discharge to procure the needed services of those clients being discharged.

As part of the development of the CoC, the members of the network have identified the lack of an HMIS system as a major gap and have begun work to implement such a system. After reviewing the gaps analysis and comparing available inventory with numbers of people not housed, it was decided by the network that based on current available information the strategic goal in our region should be to increase the numbers of permanent supportive housing units to 100 and transitional housing units by 100 over the next 10 years. This goal will be reviewed as more information is gathered and analyzed and may be changed in the future to reflect more complete information as the HMIS system is developed.

(a) On February 25, 2004, ARCH conducted the most recent regional point-in-time count. During a specified period on the night of February, members of the ARCH Point-in-Time

Committee and community volunteers surveyed traditional sleeping and gathering locations for homeless persons in our region (“camp” sites, dumpster areas, convenience centers, etc). Local law enforcement agencies, including several county sheriff departments, also assisted in identifying and recording the presence of homeless persons in their jurisdictions. Street and shelter counts were performed during the 24-hour period. Information about persons in shelter was received directly from the service providers using a standardized data collection form.

After consulting representatives from other CoC’s within Tennessee to identify methodologies used for providing an accurate and unduplicated count, the task force decided to divide the region geographically by county. Counting of unsheltered persons was conducted after local shelters in each county had closed for the night. For sheltered individuals it was decided to conduct the survey by fax, or where necessary by telephone. Follow up phone calls were made within a twenty-four hour time period in cases where the surveys were not immediately faxed to the previously agreed upon central location. Following collection of the survey forms, the results of the count were then tabulated according to county and returned to the chair of the Point-in-Time Committee who in turn conducted a series of meetings for the purpose of data analysis so that a Gaps Analysis Report could be presented in as timely a manner as possible.

ARCH has committed to conducting a point-in-time count on at least an annual basis using the same methodology and process used in this year. During a specified 24-hour period, members of the ARCH Point-in-Time Committee and community volunteers will survey traditional sleeping and gathering locations for homeless persons in our region (“camp” sites, dumpster areas, convenience centers, etc). Local law enforcement agencies, including county sheriff departments will be asked to assist in identifying and recording the presence of homeless persons in their jurisdictions. Street and shelter counts will be performed during the same 24-hour period. Information about persons in shelter will be received directly from the service providers using a standardized data collection form. ARCH will continue to consult other CoC’s within Tennessee to identify methodologies and practices to ensure we are keeping up to date and conducting the best and most accurate count possible. Recognizing the lack of baseline data in our region, caused in part by the lack of an HMIS system, ARCH will conduct additional point-in-time counts during different seasons, one of which will be January of 2005.

ARCH has committed to conducting a point-in-time count on at least an annual basis using the same methodology and process used in this year. Information about persons in shelter will be received directly from the service providers using a standardized data collection form. ARCH will continue to consult other CoC’s within Tennessee to identify methodologies and practices to ensure we are keeping up to date and conducting the best and most accurate count possible. Recognizing the lack of baseline data in our region, caused in part by the lack of an HMIS system, ARCH will conduct additional point-in-time counts during different seasons, one of which will be in the final week of January of 2005 and is tentatively scheduled for January 27th, 2005.

During a specified 24-hour period, members of the ARCH Point-in-Time Committee and community volunteers will survey traditional sleeping and gathering locations for homeless persons in our region (“camp” sites, dumpster areas, convenience centers, etc). Local law enforcement agencies, including county sheriff departments will be asked to assist in identifying and recording the presence of homeless persons in their jurisdictions. Street and shelter counts will be performed during the same 24-hour period. ARCH will continue to consult other CoC’s within Tennessee to identify methodologies and practices to ensure we are keeping up to date and conducting the best and most accurate count possible. Recognizing the lack of baseline data in our region, caused in part by the lack of an HMIS system, ARCH will conduct additional point-in-time counts during different seasons, one of which will be in the final week of January of 2005 and is tentatively scheduled for January 27th, 2005.

ARCH has established a Discharge Planning Task Force to develop policies that will promote successful placement of clients. The task force includes discharge planners from local hospitals, jails/Dept. of Correction facilities, DCS foster care system, local providers, and ARCH representatives. The process will include input from the state level to develop a consistent regional and statewide discharge policy.

The Task Force is working to develop and recommend a uniform discharge planning policy regarding homeless persons and persons at risk of becoming homeless. At a minimum, the uniform discharge planning policy will include the following: a) criteria for the identification of individuals and families who are homeless and those at risk of becoming homeless; b) identification of institutions and facilities throughout the eight county area that serve a high number of clients who are homeless or at risk of becoming homeless; c) collaboration with identified facilities/organizations to participate in coordinated discharge planning for this population; d) development of an instrument for use as a discharge planning tool for institutions and facilities throughout this region.

The Appalachian Regional Coalition on Homelessness (ARCH) is the lead entity that manages the Continuum of Care planning process. ARCH traces its beginnings back to the Regional Homeless Symposium sponsored in part by the Department of Veterans Affairs in February of 1995. Organized in 1997, ARCH continues to grow with a roster of over 90 organizations and 130 individuals. In the late summer of 2002, successful efforts at addressing the needs of transitional and permanent supportive housing were undertaken by the Tri-Cities Transitional Housing Task Force with encouragement and assistance from HUD’s regional office in Knoxville, TN. Having met successfully throughout the second half of 2002 and well into the first quarter of the following year, on March 21, 2003 the task force voted unanimously to consolidate with the continuum (ARCH) and focus all regional efforts through this public-private partnership.

ARCH’s mission is to work cooperatively in facilitating systematic solutions, particularly the continuum of care, addressing homelessness and housing issues. ARCH’s vision is to eliminate homelessness, as currently experienced in Northeast Tennessee, by working cooperatively. ARCH’s roster of participants includes representative community service providers, bankers, business leaders, housing developers, health care providers, college

and university faculty, members of the clergy, and a variety of government officials. Presently, the organization has a Board of Directors. An Executive Committee is drawn from the Board to manage the day to day activities of the organization. ARCH is incorporated in the State of Tennessee and has received a designation from the IRS as a non-profit organization. ARCH is actively working to raise funding to provide essential staff and to implement a regional HMIS program. ARCH has received cash match commitments from the City of Johnson City, TN; the City of Bristol, TN; the City of Kingsport, TN; and Mountain States Health Alliance (a regional network of hospitals and health care providers).

ARCH meets at least monthly to engage in the process of becoming an even more effective regional continuum of care that fosters continuous, consistent, and collaborative planning between the organizations to ensure that all key stakeholders are vested in the resulting CoC plan. ARCH works in direct consultation with the region's three municipal Directors of Community Development, two of whom regularly attend network meetings. These directors for the cities of Bristol, Kingsport and Johnson City administer Community Development Block Grant (CDBG) funds in their respective municipalities through the Consolidated Plan and, with the cities of Bluff City, TN and Bristol, VA, recently established a HOME consortium. Membership in the continuum also reflects the predominantly rural nature of the region with representation by county executives, church leaders, and law enforcement officials. ARCH is guiding the region's service providers, non-profits, and other stakeholders to more effectively and cooperatively address the issues of homeless individuals and families.

Working committees/task forces of ARCH which are made up of representatives of the full network include:

- * Executive Committee, which represent the four most populous counties, plans and oversees the organizational structure of the coalition;
- * Point-in-Time Committee to collect and analyze data to determine gaps;
- * Public Relations Task Force charged with creating greater public awareness of homeless issues in the region;
- * Membership Development Task Force;
- * Ranking/Steering/Ranking Committee charged with independent and unbiased evaluation and ranking of CoC funding applications;
- * Discharge Planning Task Force that works to develop a coordinated discharge policy throughout the region;
- * Mainstream Resources Committee responsible for disseminating information about mainstream resources and facilitating access to those resources by homeless persons;
- * HMIS Task Force charged with development of a comprehensive information sharing system with the goal of maximum participation.

Vision and directional planning for ARCH, including the setting of goals and strategies, takes place in meetings of the full coalition with open and ample opportunity for input and review by all participants.

ARCH meets at least monthly to engage in the work of a continuous planning process made up of a variety of service providers, non-profits, government officials, various businesses, financial institutions, educational partners, and concerned individuals. In addition to monthly meetings of the network, the Johnson City Homeless Coalition meets monthly and addresses housing needs, housing gaps, and medical issues both mental and physical. Johnson City has the largest number of homeless individuals in our region. Creating Homes Initiative meetings explore the need for and plan for development of permanent/permanent supportive housing for persons with mental illness and co-occurring disorders. Kingsport Affordable Housing meetings are held every other month to discuss affordable housing needs in the area and how local agencies are contributing to affordable housing and the ongoing development of such needed housing. A representative from ARCH participates and is able to blend the information from this meeting into the overall planning process of ARCH.

The Discharge Planning Task Force will work in coordination with the Policy Academy established by the State of Tennessee in response to the perceived need to provide a consistent, effective discharge policy across the state designed to prevent discharge into homelessness. The Policy Academy gathers information on discharge policies across the State as a first step to developing a consistent state-wide discharge policy as part of a state-wide strategy to end homelessness. To meet this goal, the Policy Academy is teaming with the Inter-Agency Council on Homelessness.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

3-5 Year Strategic Plan ESG response:

This area does not receive Federal ESG funding.

COMMUNITY DEVELOPMENT

Community Development (91.215 (e))

*Please also refer to the Community Development Table in the Needs.xls workbook

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), – i.e., public facilities, public improvements, public services and economic development.
2. Describe the basis for assigning the priority given to each category of priority needs.
3. Identify any obstacles to meeting underserved needs.

4. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

NOTE: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

3-5 Year Strategic Plan Community Development response: NONHOUSING COMMUNITY DEVELOPMENT NEEDS

COMMUNITY/ECONOMIC DEVELOPMENT

Nonskilled employment has increasingly become service oriented following the loss of several major employers over the years. In Bristol, Tennessee, the Industrial Development Board actively pursues prospective industry to locate in the area. Kingsport promotes the Riverview Employment Outreach Office, South Central Kingsport CDC Micro-Enterprise Initiative and the redevelopment as it relates to reuse of vacant, previously developed land. In Johnson City, the Economic Development Board leads the efforts to bring additional industry to the area. In addition, the Johnson City Development Authority has a small business development program, and ETSU operates a Small Business Development Center. Bristol, Virginia's economic development activities are conducted through an Economic Development Director, Economic Development Committee and People, Inc.

SCORE, "Counselors To America's Small Business", is a nonprofit association dedicated to providing, NO-COST, personalized, confidential one-on-one counseling to help people start-up new business, secure financing or operate, manage and/or expand existing business. SCORE volunteers consist of working and retired business owners, executives and professionals donating their time and expertise, in any number of disciplines (Accounting, Banking, Law, Procurement, Manufacturing, Sales) as business counselors and mentors. Our SCORE chapter is not only affiliated with the Small Business Administration (SBA) but also works in conjunction with the Bristol Chamber of Commerce, East Tennessee State University (ETSU), Virginia Highlands Community College (VHCC) and various economic and Small Business development organizations servicing both the cities and counties of Northeast Tennessee and Southwest Virginia.

People, Incorporated operates a microenterprise loan program for low to moderate-income people. Nine businesses in Bristol, Virginia have been established as a result of this program.

Goal No. 1: To expand opportunities for the creation and expansion of small businesses that can develop employment opportunities for very low, low, and moderate-income persons.

Objectives:

1. Work with local governmental agencies such as the area Chambers of Commerce, Economic Development Boards, local colleges and universities, to develop a small business center (incubator). The objective would be to physically locate a small business center and then to work together to form a development group to attract capital to the project and to recruit entrepreneurs to locate businesses in the facility.
2. Work with local lenders to establish a loan pool to fund small business startup and expansion for low/moderate income individuals.

Goal No. 2: Property acquisition for industrial parks or high-tech manufacturing sites; downtown façade improvements to attract businesses.

Goal No. 3: To support local agencies in developing employment opportunities for low and moderate-income persons.

Objectives:

1. Work with South Central Kingsport Community Development Corporation (SCKCDC) in the continuation of the Riverview Employment Outreach Office.
2. Work with SCKCDC in the development of a micro-loan program for public housing residents in their jurisdiction.
3. Work with SCORE to help people start-up new business, secure financing or operate, manage and/or expand existing business

ANTI-CRIME PROGRAMS

The City of Bristol, Tennessee is the recipient of a Federal Weed and Seed Grant from the U. S. Department of Justice to reduce crime in the Anderson Neighborhood target area. Funding will continue through the duration of this Consolidated Plan. Johnson City will also apply for Official Recognition with the U. S. Department of Justice to have the Wilson Avenue/Carver Neighborhood designated as a Weed and Seed site.

STREET/SIDEWALK IMPROVEMENTS

All cities within the Consortium will address this need. Johnson City, Kingsport, Bristol, Virginia and Bristol, Tennessee have a street and sidewalk improvement plan in place based upon need factors and available capital funds in the City's budget.

PUBLIC FACILITY IMPROVEMENTS

Due to expanded needs, deterioration of older buildings, and revitalization efforts, this is an important need.

CENTERS FOR PERSONS WITH DISABILITIES

Appalachian Independence and Frontier Health are the leader in this region for seeing to the needs of persons with disabilities. Crossroads Medical Mission also serves both Bristols. Johnson City funds the Dawn of Hope for individuals with developmental disabilities.

HEALTH CENTERS

Healing Hands Health Center offers free medical, dental, eye, foot, psychological care to persons who have proof of employment but who cannot afford medical insurance. Both Bristols are served by this agency. Johnson City has the Downtown Clinic/Keystone Clinic that serves the indigent and those who are not covered by medical insurance.

EMPLOYMENT TRAINING

Bristol, Virginia, Redevelopment & Housing Authority Resident Advisory Board has established a computer learning center in the Neighborhood Center located on Housing Authority property. Johnson City, through the ETSU Families First Program, offers both employment skills training through a computer learning center and also offers career assessment counseling. Kingsport, Tennessee will continue partnering with South Central Kingsport Community Development Corporation in the operation of the Riverview Employment Outreach Office which provides job-seeker training and employment opportunity contacts.

People, Incorporated operates a Workforce Development Program through the Virginia Employment Commission.

CHILDREN AND YOUTH SERVICES

CDBG funds have and will continue to be invaluable to agencies who serve children and youth. The City of Johnson City uses CDBG funds to support after-school education and recreational programs through the Coalition for Kids, Family Resource Center and Carver Recreation Center. The City of Kingsport funds the Learning Centers of KHRA. Bristol, Virginia, funds the Children's Advocacy Center and both Kingsport and Bristol, Virginia fund CASA agencies.

AFFORDABLE CHILD CARE

This is identified as an unmet need for children under five years old who are members of very low and low-income families. There are two daycares in Johnson City that serve predominantly low-income families. These are the Children's First Daycare Center through the Johnson City Housing Authority and the TLC Daycare Center in our downtown neighborhood. Bristols' low-income families are served by the YWCA and Building Blocks Daycare Centers. There is a demand for extended hours to be offered to parents who work shifts other than the 8:00-5:00 workday.

Antipoverty Strategy (91.215 (h))

1. Describe the jurisdiction's goals, programs, and policies for reducing the number of poverty level families (as defined by the Office of Management and Budget and revised annually). In consultation with other appropriate public and private agencies, (i.e. TANF agency) state how the jurisdiction's goals, programs, and policies for producing and preserving affordable housing set forth in the housing component of the consolidated plan will be coordinated with other programs and services for which the jurisdiction is responsible.
2. Identify the extent to which this strategy will reduce (or assist in reducing) the number of poverty level families, taking into consideration factors over which the jurisdiction has control.

3-5 Year Strategic Plan Antipoverty Strategy response:

Employment opportunities are the key to reducing the number of households living in poverty. Many times a lack of education and/or skills training for many adults limit their employment potential. Improving the economy within the Consortium area is an essential element in the anti-poverty strategy. Kingsport's Economic Development Task Force, Bristol, Tennessee's Industrial Development Board, Bristol, Virginia's Economic Development Committee, and Johnson City's Economic Development Board all are working to increase opportunities for families living in poverty.

In June 2004, the Sullivan County Economic Development Partnership was formed. It is composed of the cities of Bluff City, Bristol, Kingsport and Sullivan County, Tennessee. The Partnership is a governmental entity that consolidates the economic development program for all of Sullivan County. This entity is charged to establish, coordinate and implement a comprehensive economic development agency whose purpose is to develop and implement an overall economic development strategic plan. The Partnership seeks to stimulate development in new manufacturing and services, existing businesses, retail destinations/venues, small business and startups and support hospitality and tourism.

Objectives used to meet this goal involve the use of federal funds for homeownership assistance, rehabilitation of housing, infrastructure improvement, utility tap fees and PSAs to educate the general public about fair housing choice. Efforts will be coordinated with the local Housing Authorities Comprehensive Grant programs to provide rental units for low-income elderly, handicapped and families. Additionally, we will coordinate with local agencies using Tennessee ESG funds to increase the amount and quality of emergency shelter accommodations for the homeless.

Partnering For Economic Progress" Initiative - This initiative was begun two years ago in Johnson City and has developed into a community-wide effort to focus on economic development initiatives that will produce job growth in the local and regional economy. The initiative has seven volunteer working groups that number over 100 volunteers. Each working group: Livable Communities; Infrastructure Development; Workforce Development; Entrepreneurship; Tourism/Hospitality; Health/Medical; and Existing Business has priority action items that are to be accomplished during 2005 culminating in

a regional Economic Summit at the end of October each year to look at progress made and to set goals for the future.

Low Income Housing Tax Credit (LIHTC) Coordination (91.315 (k))

1. (States only) Describe the strategy to coordinate the Low-income Housing Tax Credit (LIHTC) with the development of housing that is affordable to low- and moderate-income families.

3-5 Year Strategic Plan LIHTC Coordination response:
Not Applicable

NON-HOMELESS SPECIAL NEEDS

Specific Special Needs Objectives (91.215)

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve over a specified time period.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the strategic plan.

3-5 Year Non-homeless Special Needs Analysis response:
ELDERLY AND FRAIL ELDERLY

Indications are that there is an unmet need for more independent living shelters that include limited services and medical response systems for the elderly and frail elderly in the Consortium area.

In Bristol, Tennessee, the Housing Authority subsidized apartment units give first priority to elderly persons with disabilities. There is no waiting list for elderly and handicapped units. Bristol, Virginia's Housing Authority does have a need for elderly units. To address this need, three obsolete three-bedroom units are scheduled to be demolished and will be replaced with approximately 20 ground-level units for the elderly and disabled. In addition, an old school in Bristol, Virginia has been renovated and houses the Thomas Jefferson Senior Apartments. There are 31 units at this facility.

The YWCA of Bristol is in the process of instituting an Adult Day Care Program. The church serves clients from both sides of the state line in Bristol. Nursing homes/assisted living homes include Bristol Nursing Home; The Cambridge House; Outlook Pointe at Bristol, Fort Shelby Manor, Freda and Friends, NHC Healthcare of Bristol, Broadmore and Steele's Creek Manor. These agencies serve both Virginia and Tennessee.

Johnson City is served by Appalachian Christian Village, Colonial Hills, and Asbury Center that are all full-service permanent housing with nursing care.

Kingsport has Holston Terrace and Kiwanis Towers which together total 144 units. The units are all occupied and have a waiting list of prospective applicants. There are 20 units (10 each) available for mentally challenged at Rainbow (Eldreth) Home and for the physically challenged at Roller-Russ Home. In addition, Link House, Holston Methodist Home, and Sullivan County Youth Center provide assistance for approximately 250 young people per year.

Kingsport has endeavored to assist people with special needs. One area in which it has been successful is with the Madison House project which provides day care for its frail, elderly citizens. The Center provides a planned therapeutic day program of restorative care, socialization, and rehabilitative therapy for its participants. Madison House has set many goals for the facility, including:

- Furnish help during the day, allowing the participant to continue living at home, thereby preventing premature institutionalization.
- Decrease the severity of physical disability.
- Promote health maintenance through an ongoing health education program.
- Minimize social isolation by providing a safe environment which stimulates peer interaction.
- Assist families caring for a disabled participant.

PERSONS WITH DISABILITIES (MENTAL, PHYSICAL AND DEVELOPMENTAL)

Frontier Health houses special needs persons in group homes and semi-independent living apartments as follows: Kingsport (20 beds), Johnson City (18 beds), Bristol (10 beds) and Opportunities Unlimited (Bristol) (50 beds) special needs persons. An inventory of housing units for the nonspecial needs population indicates the possibility of an unmet need for more semi-independent living quarters for those with severe mental and physical disabilities.

Dawn of Hope also serves Johnson City with 15 residential units to serve up to a total of 37 developmentally disabled clients. They also operate a day center and a vocational workshop for higher functioning developmentally disabled clients.

Existing shelter-care services house about half of those in need. The remaining are under the care of their families who often are elderly or have incomes that are overtaxed by the special needs of caring for these individuals.

There is a need in the Consortium area for a clearinghouse agency to advise individuals with disabilities regarding available resources and services.

PERSONS DIAGNOSED WITH AIDS

There is no facility in the Consortium area that houses persons with AIDS. Frontier Health operates Project Hope to serve patients with AIDS. Wellmont sponsors an AIDS-awareness education program. The American Red Cross also operates an AIDS awareness/prevention program.

PERSONS RETURNING FROM INSTITUTIONS

There are no housing services for persons returning from institutions in the Bristol area. Those needs are met by Link House in Kingsport that serves the entire region. Counseling services for these individuals, however, is available through The Bristol Crisis Center and Highlands Community Services.

Non-homeless Special Needs (91.205 (d) and 91.210 (d)) Analysis (including HOPWA)

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Estimate, to the extent practicable, the number of persons in various subpopulations that are not homeless but may require housing or supportive services, including the elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with HIV/AIDS and their families), persons with alcohol or other drug addiction, and any other categories the jurisdiction may specify and describe their supportive housing needs. The jurisdiction can use the Non-Homeless Special Needs Table (formerly Table 1B) of their Consolidated Plan to help identify these needs.
*Note: HOPWA recipients must identify the size and characteristics of the population with HIV/AIDS and their families that will be served in the metropolitan area.
2. Identify the priority housing and supportive service needs of persons who are not homeless but require supportive housing, i.e., elderly, frail elderly, persons with disabilities (mental, physical, developmental, persons with HIV/AIDS and their families), persons with alcohol or other drug addiction by using the Non-homeless Special Needs Table.
3. Describe the basis for assigning the priority given to each category of priority needs.
4. Identify any obstacles to meeting underserved needs.
5. To the extent information is available, describe the facilities and services that assist persons who are not homeless but require supportive housing, and programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing.
6. If the jurisdiction plans to use HOME or other tenant based rental assistance to assist one or more of these subpopulations, it must justify the need for such assistance in the plan.

3-5 Year Non-homeless Special Needs Analysis response:

This area does not receive Federal HOPWA Funds.

Housing Opportunities for People with AIDS (HOPWA)

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. The Plan includes a description of the activities to be undertaken with its HOPWA Program funds to address priority unmet housing needs for the eligible population. Activities will assist persons who are not homeless but require supportive housing, such as efforts to prevent low-income individuals and families from becoming homeless and may address the housing needs of persons who are homeless in order to help homeless persons make the transition to permanent housing and independent living. The plan would identify any obstacles to meeting underserved needs and summarize the priorities and specific objectives, describing how funds made available will be used to address identified needs.
2. The Plan must establish annual HOPWA output goals for the planned number of households to be assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. The plan can also describe the special features or needs being addressed, such as support for persons who are homeless or chronically homeless. These outputs are to be used in connection with an assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
3. For housing facility projects being developed, a target date for the completion of each development activity must be included and information on the continued use of these units for the eligible population based on their stewardship requirements (e.g. within the ten-year use periods for projects involving acquisition, new construction or substantial rehabilitation).
4. The Plan includes an explanation of how the funds will be allocated including a description of the geographic area in which assistance will be directed and the rationale for these geographic allocations and priorities. Include the name of each project sponsor, the zip code for the primary area(s) of planned activities, amounts committed to that sponsor, and whether the sponsor is a faith-based and/or grassroots organization.
5. The Plan describes the role of the lead jurisdiction in the eligible metropolitan statistical area (EMSA), involving (a) consultation to develop a metropolitan-wide strategy for addressing the needs of persons with HIV/AIDS and their families living throughout the EMSA with the other jurisdictions within the EMSA; (b) the standards and procedures to be used to monitor HOPWA Program activities in order to ensure compliance by project sponsors of the requirements of the program.

6. The Plan includes the certifications relevant to the HOPWA Program.

3-5 Year Strategic Plan HOPWA response:

This area does not receive Federal HOPWA funds.

Specific HOPWA Objectives

1. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the strategic plan.

3-5 Year Specific HOPWA Objectives response:

This area does not receive Federal HOPWA funds.

OTHER NARRATIVE

Include any Strategic Plan information that was not covered by a narrative in any other section.

DECONCENTRATION POLICY

(adopted as part of the Admissions and Continued Occupancy Policy on November 29, 1999, effective December 1, 1999)

It is Kingsport Housing & Redevelopment Authority'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 Kingsport Housing & Redevelopment Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located and 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. The worksheet for the analysis is as follows:

Income Limits and Deconcentration Worksheet

Development Name	Number of Units Under ACC	Number of Occupied Units	Number of Units Occupied by Very Poor Families	% Occupied by Very Poor Families
TN00601 Robert E Lee	128	117	98	83.8
TN00602 Riverview Apts	8	4	3	75.0
TN00603 Riverview Apts	5	5	4	80.0
TN00604 Frank L Cloud	189	177	140	79.1
TN00607 Dogwood Terrace	76	71	46	64.8
TN00609 Holly Hills	84	78	63	80.8
TN00611 Tiffany Court	14	14	12	85.7
Overall KHRA	504	466	366	78.5

% Very Poor in Census Tracts:

CT 402 (TN00601, TN00602, TN00603)	- 28.4%
CT 406 (TN00604, TN00611)	- 30.4%
CT 407 (TN00607)	- 10.3%
CT 506 (TN00609)	- 11.2%

Target Number:

Number Needed of below 30% of median area income:

Number Needed above 30% of median area income:

Waiting list number of families: 305

Five-Year Action Plan

U.S. Department of Housing and Urban Development

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Part I: Summary

Office of Public and Indian Housing

Capital Fund Program (CFP)

HA Name: Kingsport Housing & Redevelopment Authority	Locality: (City/County & State) Kingsport/Sullivan, Tennessee	<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No: _____
--	---	--

A. Development Number/Name	Work Stmt. for Year 1 FFY: 2008	Work Statement for Year 2 FFY: 2009	Work Statement for Year 3 FFY: 2010	Work Statement for Year 4 FFY: 2011	Work Statement for Year 5 FFY: 2012
TN6-1 Robert E Lee Homes	See Annual Statement 501-07	40,000	240,000	30,000	15,000
TN6-2 Riverview Apartments		0	0	0	0
TN6-3 Riverview Apartments		0	0	0	0
TN6-4 Frank L Cloud Homes		267,400	0	15,000	
TN6-7 Dogwood Terrace		0	103,400	254,400	
TN6-9 Holly Hills		22,500	0	40,000	
TN6-11 Tiffany Court		0	0	11,000	
PHA-Wide		58,000	48,000	58,000	58,000
B. Physical Improvements Subtotal 1450 & 1460 & 1465		\$ 387,900	\$ 391,400	\$ 398,400	\$ 393,400
C. Management Improvements 1408		118,000	123,000	118,000	123,000
D. HA - Wide Nondwelling Structures and Equipment 1470 & 1475		28,500	20,000	20,000	20,000
E. Administration 1410		84,200	84,200	84,200	84,200
F. Other - A&E 1430		55,000	55,000	53,000	53,000
G. Operations 1406		168,400	168,400	168,400	168,400
H. Demolition					
I. Replacement Reserve					
J. Mod Used for Development					
K. Total CGP Funds		\$ 842,000	\$ 842,000	\$ 842,000	\$ 842,000
L. Total Non-CGP Funds					
M. Grand Total		\$ 842,000	\$ 842,000	\$ 842,000	\$ 842,000

Signature of Executive Director & Date: <p style="text-align: center;">9/25/2007</p>	Signature of Public Housing Director/Office of Native American Programs Administrator & Date:
--	---

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statement(s)

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Capital Fund Program (CFP)

Work Statement for Year 2				Work Statement for Year 3			
Work Statement for Year 1 FFY: 2008	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	Operations	1406	168,400	Operations	1406	168,400	
	VISTA Workers	1408	40,000	VISTA Workers	1408	40,000	
	VISTA Office Supplies		4,000	VISTA Office Supplies		4,000	
	Resident Training		5,000	Resident Training		5,000	
	Resident Initiatives Manager		42,000	Resident Initiatives Manager		42,000	
	Resident Initiatives Supplies		2,000	Resident Initiatives Supplies		2,000	
	Maint/Mgt Training		5,000	Maint/Mgt Training		5,000	
	CFP Clerical Assistant		12,000	CFP Clerical Assistant		12,000	
	UPCS Inspection Services		1,000	UPCS Inspection Services		1,000	
	Telecomm / Computer Upgrades / Security Cameras		5,000	Telecomm / Computer Upgrades / Security Cameras		10,000	
	Resident Business Development		1,000	Resident Business Development		1,000	
	HVAC Technical Services		1,000	HVAC Technical Services		1,000	
		1408	118,000		1408	123,000	
	Administration	1410	84,200	Administration	1410	84,200	
		1410	84,200		1410	84,200	
	PHA Wide A&E Fees	1430	30,000	PHA Wide A&E Fees	1430	30,000	
	Inspector/Empl Benefits		25,000	Inspector/Empl Benefits		25,000	
		1430	55,000		1430	55,000	
	Neighborhood Appearance	1450	20,000	Neighborhood Appearance	1450	15,000	
	Landscaping		20,000	Landscaping		15,000	
	Sidewalks/Parking Lots/Alleys/Streets		1,000	Sidewalks/Parking Lots/Alleys/Streets		1,000	
	Fence Repairs		1,000	Fence Repairs		1,000	
	Pest Control		1,000	Pest Control		1,000	
	Playground Improvements		1,000	Playground Improvements		1,000	
		1450	44,000		1450	34,000	
	Refrigerators	1465	10,000	Refrigerators	1465	10,000	
	Dumpster Repairs		1,000	Dumpster Repairs		1,000	
	ADA Modifications		1,000	ADA Modifications		1,000	
Emergency Mold Remediation		1,000	Emergency Mold Remediation		1,000		
HVAC Equipment		1,000	HVAC Equipment		1,000		
	1465	14,000		1465	14,000		
Subtotal of Estimated Cost			\$ 483,600	Subtotal of Estimated Cost			\$ 478,600

Five-Year Action Plan

U.S. Department of Housing and Urban Development

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Part II: Supporting Pages

Office of Public and Indian Housing

Physical Needs Work Statement(s)

Capital Fund Program (CFP)

Work Statement for Year		2		Work Statement for Year		3	
Work Statement for Year 1	FFY: 2008	FFY: 2009		FFY: 2010			
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	TN 6-1 Lee Apartments	1460		TN 6-1 Lee Apartments			
	Interior Door Replacement		30,000	Replace Roofing & Guttering	1460	240,000	
	Cover Crawl Space Entrances		10,000				
		1460	40,000	TN 6-7 Dogwood Terrace			
				Replace Roofing & Guttering	1460	103,400	
	TN 6-4 Cloud Apartments	1460					
	Replace Commodes and Shower Heads		40,000				
	Replace Roofing & Guttering		227,400				
		1460	267,400				
	TN 6-9 Holly Hills						
Replace Porch Lights	1460	22,500					
	TN 6-4 Cloud Apartments Maintenance Office						
Office/Parking Lot Expansion	1475	8,500					
	Maint/Mgt Vehicle	1475	20,000	Maint/Mgt Vehicle	1475	20,000	
	Subtotal of Estimated Cost		\$ 90,000	Subtotal of Estimated Cost		\$ 363,400	

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)

Capital Fund Program (CFP)

Work Statement for Year		4		Work Statement for Year		5	
Work Statement for Year 1	FFY: 2011	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	FFY: 2012
FFY: 2008							
See Annual Statement	Operations	1406	168,400	Operations	1406	168,400	
	VISTA Workers	1408	40,000	VISTA Workers	1408	40,000	
	VISTA Office Supplies		4,000	VISTA Office Supplies		4,000	
	Resident Training		5,000	Resident Training		5,000	
	Resident Initiatives Manager		42,000	Resident Initiatives Manager		42,000	
	Resident Initiatives Supplies		2,000	Resident Initiatives Supplies		2,000	
	Maint/Mgt Training		5,000	Maint/Mgt Training		5,000	
	CFP Clerical Assistant		12,000	CFP Clerical Assistant		12,000	
	UPCS Inspection Services		1,000	UPCS Inspection Services		1,000	
	Telecomm / Computer Upgrades / Security Cameras		5,000	Telecomm / Computer Upgrades / Security Cameras		10,000	
	Resident Business Development		1,000	Resident Business Development		1,000	
	HVAC Technical Services		1,000	HVAC Technical Services		1,000	
		1408	118,000		1408	123,000	
	Administration	1410	84,200	Administration	1410	84,200	
		1410	84,200		1410	84,200	
	PHA Wide A&E Fees	1430	28,000	PHA Wide A&E Fees	1430	28,000	
	Inspector/Empl Benefits		25,000	Inspector/Empl Benefits		25,000	
		1430	53,000		1430	53,000	
	Neighborhood Appearance	1450	20,000	Neighborhood Appearance	1450	20,000	
	Landscaping		20,000	Landscaping		20,000	
Sidewalks/Parking Lots/Alleys/Streets		1,000	Sidewalks/Parking Lots/Alleys/Streets		1,000		
Fence Repairs		1,000	Fence Repairs		1,000		
Pest Control		1,000	Pest Control		1,000		
Playground Improvements		1,000	Playground Improvements		1,000		
	1450	44,000		1450	44,000		
Refrigerators	1465	10,000	Refrigerators	1465	10,000		
Dumpster Repairs		1,000	Dumpster Repairs		1,000		
ADA Modifications		1,000	ADA Modifications		1,000		
Emergency Mold Remediation		1,000	Emergency Mold Remediation		1,000		
HVAC Equipment		1,000	HVAC Equipment		1,000		
	1465	14,000		1465	14,000		
Subtotal of Estimated Cost			\$ 481,600	Subtotal of Estimated Cost			\$ 486,600

Attachment F

2007 Resident Assessment Follow-Up Plan for the 2008 Agency Plan

The 2007 survey was not completed by HUD. We have been instructed to use the 2006 results. The 2006 Resident Survey was a significant increase in score in all areas. Also, please note the increase in percentage of returned surveys (31% - 104/333).

Survey Maintenance and Repair Section

Score: 86.7% (increase from 2005 – 75.6%)

No Additional Action Required

Survey Communication Section

Score: 71.8% (increase from 2005 – 60.9%)

We will work to improve communications through disseminating more information on KHRA policies and procedures in our resident newsletter, web site and bulletin boards. During the Resident Advisory Board meetings, the resident association presidents suggested quarterly meetings with the Executive Director. These meetings started in February 2006. In addition, the Executive Director, Director of Maintenance and Modernization and Housing Managers will attend resident association meetings. We will monitor the location and information posted on bulletin boards. Also, in our HOPE VI development, we will be surveying the residents for Community Supportive Services and relocation.

Survey Safety Section

Score: 72.0% (increase from 2005 – 54.5%)

Through the Capital Fund Program, security screens have been installed in all communities except TN6-9. Security screens will be installed in this community in 2007. Dusk to dawn porch security lights have also been installed in all communities except TN6-9, where area dusk to dawn lights have been put in place. All exteriors have been evaluated and outside night-lights have been placed where recommended by staff and police. The cost of security screens and lighting is in excess of \$300,000. The Riverview Apartments (TN6-2, TN6-3) residents requested security fencing in an area experiencing crime and drug problems. This fence was built in December 2005, along with some changes in the site and landscaping that were suggested by residents and police. The reaction to these changes has been positive. Additionally, the Kingsport Police Department has acquired a system of security digital cameras with computer programs to monitor and recall activity captured on the cameras. KPD has authorized KHRA to add cameras to the system. KPD will monitor and make available access information gathered through the system concerning crime activities in the Riverview Apartments. Due to the success of this system, KPD and KHRA have expanded the system to Lee and

Cloud Apartments in 2007. A significant part of the cost for Lee is being provided by Weed & Seed.

Drug related criminal activity remains a problem and the funding from the PHDEP that is no longer available is missed. KHRA has assisted a South Central Kingsport Community Development, Inc. in securing a Weed & Seed grant from HUD and Dept. of Justice. This grant will be implemented in calendar year 2006 and 2007. The target area for the Weed & Seed grant will include Lee Apartments (TN6-1) and Riverview Apartments (TN6-2, TN6-3).

Survey Services Section

Score: 93.4% (increase from 2005 – 80.4%)
No Additional Action Required

Survey Neighborhood Appearance Section

Score: 65.0% (increase from 2005 – 50.0%)

We will continue to increase efforts to improve the appearance of our neighborhoods. We have increased funding for landscaping and site work. Enforcement of the lease relative to violations due to trash in the yards will be stepped up. We conduct beautification programs to encourage residents to take a more active interest in the look and upkeep of exteriors. Parking lots will be cleared of broken glass, bottles and trash. We will work with residents to store bicycles and children's yard toys in an appropriate and neat manner. We will consult with residents and resident associations concerning recommendations for improvements to neighborhood appearance.

Overall Scores

2007: No surveys completed by HUD
2006: 3.9 (333 Surveys Sent, 104 Returned)
2005: 3.2 (174 Surveys Sent, 36 Returned)
2004: 4.1 (187 Surveys Sent, 45 Returned)
2003: 4.1 (318 Surveys Sent, 55 Returned)

Section 8 Homeownership Capacity Statement

Kingsport Housing & Redevelopment Authority has developed capacity in the Section 8 Homeownership Program. We feel we have demonstrated the capacity to administer this program due to the following reasons.

First, we currently administer 1,242 units of Section 8 Tenant-Based Assistance with over 25 years of experience.

Second, we are administering 105 Family Self-Sufficiency Vouchers with 43 having contributions to their escrow accounts.

Third, a review in 2001 of the Section 8 program participant's income level indicated 81 families that meet the initial income level for homeownership eligibility. We have surveyed these families and a number expressed interest in homeownership and are enrolled in Family Self Sufficiency.

Fourth, Kingsport Housing & Redevelopment Authority has completed administering the financial part of the homeownership program sponsored by the Greater Kingsport Alliance for Development. This fund has financed down payment and closing costs that have led to the purchase of over forty homes.

Fifth, Kingsport Housing & Redevelopment Authority continues to work in partnership with the local legal services office on this program. Kingsport Housing & Redevelopment Authority will make the program known to potential homeowners and Legal Services will provide counseling. Kingsport Housing & Redevelopment Authority has revised the Section 8 Administrative Plan concerning Homeownership.

Lastly, Kingsport Housing & Redevelopment Authority is working with Eastern Eight Community Development Corporation on the implementation of our Homeownership Program. Currently, 48 FSS participants attended an Eastern Eight Homeownership Training Class.

To date, KHRA has closed on 18 homes. Our goal for calendar year 2008 is to close an additional 12 homes.

Definition of "Substantial Deviation" and "Significant Amendment or Modification"

Kingsport Housing & Redevelopment Authority will consider the following to be significant amendments or modifications:

- additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
- and any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; such changes will not be considered significant amendments by the Kingsport Housing & Redevelopment Authority or by HUD.

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

Kingsport Housing & Redevelopment Authority continues to make progress in meeting our goals embodied in our Annual Plan and Five Year Plan. We continue to operate our Public Housing units as a High Performer, earning a score of 92. We are initiating community revitalization for the Riverview Apartments and surrounding area. This is exhibited by the application and successful funding from HOPE VI, redevelopment of dilapidated commercial areas, rehabilitation and reconstruction of private owners occupied and rental units, renovation of a city-owned community and recreation center and demolition and replacement of 92 units of public housing. The FSS program is continuing to make progress with 8 program graduates this year.

The SEMAP score was 81. The tenant based voucher program has a baseline of 1,242 units. We continued to receive funding for a Family Self Sufficiency Coordinator and FSS Homeownership Consultant. We have 105 FSS participants and had 18 homeownership closings. We have 18 HCV participants and 1 PH participant credit-ready now and 2 HCV participants ready to close. The unavailability of down payment of closing cost funding has slowed progress in homeownership. Also, KHRA was required to discontinue the Success Rate Payment Standards, which has reduced the amount of mortgage funding and lengthened the number of days.

The Shelter Plus Care program was awarded as second, third and fourth increments. A potential of 80 individuals may be assisted when all increments are fully implemented. We received funding for Supportive Housing Program. Also, KHRA was awarded HOPWA funds that will house approximately 50 families. KHRA worked with Frontier Health to coordinate supportive service and Section 8 assistance for persons under case management for a mental health disability. A preference was approved for this housing assistance and case management for 52 units in four counties.

The partnership with Eastern Eight Community Development Corp continues providing homeownership training, counseling and mortgage financing assistance. We had eight homes financed by USDA Agriculture renewal division in Greeneville.

The Tennessee Housing & Development Agency (THDA) discontinued their contract for inspection of homes occupied by mentally retarded persons. However, the Division of Mental Retardation Services opted to continue this contract/services provided by KHRA. The program has expanded to cover 17 counties consisting of over 300 homes.

The George Washington School Annex application for 54 units of senior housing funded through the Low Income Housing Tax Credit program was funded, completed and opened November 16, 2007. Greater Kingsport Alliance for Development (GKAD) assisted with the transfer of the surplus property from the City of Kingsport to the developer and acted as the not-for-profit sponsor in application for a grant and below market-rate interest loan through the Federal Home Loan Bank. Additionally, GKAD was the sponsor for Federal Home Loan Bank financing that will help build 72 units of affordable housing in Greeneville.

The Weed & Seed grant applied for by South Central Community Development Corp, Inc. and facilitated by KHRA staff and Commissioner Linda Calvert was funded. This will provide \$200,000 for funding for police, after school, summer youth and safe haven programs in the target area that includes Lee Apartments and Riverview Apartments.

We have continued our support for the VISTA program with 6 VISTA members. The Community Cares program has been expanded with two service providers. The Title V volunteers continue to support seniors and the One Room Drop In School (ORDIS). ORDIS received additional state funding for staff and program expenses. The Boys & Girls Club satellite centers continue to provide services in Riverview (TN6-2, 6-3), Cloud (TN6-4) and Holly Hills (TN6-9). Lee Family Learning Center (LFLC) continued to be funded by CDBG, and a grant was received from the Tennessee Commission on Children & Youth (TCCY) for a Girls Circle program.

Resident Advisory Board Membership Information

If the number of participants is too large to reasonably list, then the document should include a list of the organizations represented on the RAB or other description sufficient to identify how members were chosen.

Suggested Format:

Public Housing Resident Advisory Board

<u>Name</u>	<u>Resident Association/Organization Represented</u>
Fay Reed	TN006-01 Lee Resident Association President
Mary Ellen Beatty	TN006-02/03 Riverview Resident Association President
Sandra Bly	TN006-04 Cloud Resident Association President
Willie Overbay	TN006-07 Dogwood Resident Association President
Deborah Cash	TN006-09 Holly Hills Resident Association President
Arlena Lovin	Holston Terrace Auxiliary President
Tim Matheson	Attorney, Legal Aide of East Tennessee

Section 8 Resident Advisory Board

<u>Name</u>	<u>Resident Association/Organization Represented</u>
Donna L Debien	Section 8 Resident
Candy L Bernard	Section 8 Resident
Mary C Stallard	Section 8 Resident
Judy S Smith	Section 8 Resident
Susanna C Rice	Section 8 Resident
Ternette C Simpson	Section 8 Resident
Babethia S Laughlin	Section 8 Resident
Tim Matheson	Attorney, Legal Aide of East Tennessee

*KITE: Kingsport Initiative for Training & Employment (KITE) is a 501(c)3 Corporation made up of Kingsport Housing & Redevelopment Authority public housing and Section 8/202 (Holston Terrace) Resident Association Presidents and Designees. The Kingsport Housing & Redevelopment Authority Board of Commissioners designated KITE as the Resident Advisory Board by Resolution #2007-40. KITE accepted the role as RAB for Public Housing and requested KHRA designate a separate RAB for Section 8.

**Resident Membership of the
Kingsport Housing & Redevelopment Authority
Board of Commissioners**

Name: Nedra Griffin, current Section 8 Participant (former public housing resident)
Method of Selection: Appointed by Board of Mayor & Alderman
Term of Appointment: 11/5/02 through 3/1/2011

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

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Kingsport Housing & Redevelopment Authority

PO Box 44 Kingsport, TN 37662

Capital Fund Number
TN37P006501-04

FFY of Grant Approval
2004

- Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number
 Performance and Evaluation Report for Program Year Ending Final Performance and Evaluation Report **9/30/07**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ²	
		Original	Revised ¹	Obligated	Expended
1	Total Non-CGP Funds	-	-	-	-
2	1406 Operations	179,113	179,113	179,113	179,113
3	1408 Management Improvements	270,365	270,365	270,365	270,365
4	1410 Administration	62,824	62,824	62,824	62,824
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	35,408	35,408	35,408	35,408
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	80,875	80,875	80,875	80,875
10	1460 Dwelling Structures	146,589	146,589	146,589	146,589
11	1465.1 Dwelling Equipment - Nonexpendable	24,401	24,401	24,401	24,401
12	1470 Nondwelling Structures	13,950	13,950	13,950	13,950
13	1475 Nondwelling Equipment	82,041	82,041	82,041	82,041
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1498 Mod Used for Development	0	0	0	0
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0	0
20	Amount of Annual Grant (Sum of lines 2-19)	\$895,566	\$895,566	\$895,566	\$895,566
21	Amount of line 20 Related to LBP Activities	-	-	-	-
22	Amount of line 20 Related to Section 504 Compliance	-	-	-	-
23	Amount of line 20 Related to Security	-	-	-	-
24	Amount of line 20 Related to Energy Conservation Measures	-	-	-	-

Signature of Executive Director and Date

X

1/9/2008

X

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

Terry W. Cunningham, Executive Director

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part II: Supporting Pages**

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA-Wide Management Improvements	Operations	1406		179,113	179,113	179,113	179,113	C
	Vista Workers	1408		50,000	50,000	50,000	50,000	C
	Vista Office Supplies	1408		7,303	7,303	7,303	7,303	C
	Resident Training	1408		2,894	2,894	2,894	2,894	C
	Resident Initiatives Manager	1408		41,975	41,975	41,975	41,975	C
	Resident Initiatives Supplies	1408		2,012	2,012	2,012	2,012	C
	Mgt/Maint Training	1408		8,000	8,000	8,000	8,000	C
	CFP/Clerical Assistant	1408		10,000	10,000	10,000	10,000	C
	UPCS Inspection/Services	1408		40,000	40,000	40,000	40,000	C
	Telecomm/Computer Upgrades	1408		103,196	103,196	103,196	103,196	C
	Energy Audit	1408		4,985	4,985	4,985	4,985	C
	Resident Business Development	1408		0	0	0	0	C
	Long Term Asset Mgt Plan	1408		0	0	0	0	C
					270,365	270,365	270,365	270,365
PHA-Wide Administration	Mod Manager/Employee Benefits	1410		57,000	57,000	57,000	57,000	C
	Sundry	1410		824	824	824	824	C
	Telephone	1410		1,500	1,500	1,500	1,500	C
	Local Travel	1410		3,500	3,500	3,500	3,500	C
					62,824	62,824	62,824	62,824
PHA-Wide Fees & Costs	A and E Fees PHA Wide	1430		9,194	9,194	9,194	9,194	C
	Inspector / Employee Benefits	1430		26,214	26,214	26,214	26,214	C
				35,408	35,408	35,408	35,408	
PHA Wide Non-Dwelling Equipment	Maint/Mgt Vehicle (Bus)	1475		82,041	82,041	82,041	82,041	C
				82,041	82,041	82,041	82,041	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				
X				X				
Terry W Cunningham, Executive Director								

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

² To be completed for the Performance and Evaluation Report.

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	Playground Improvements	1450		8,377	8,377	8,377	8,377	C
	Neighborhood Appearance & Pest Control	1450		63,675	63,675	63,675	63,675	C
	HVAC maintenance/service	1450		8,823	8,823	8,823	8,823	C
				80,875	80,875	80,875	80,875	
PHA Wide Dwelling Equipment	Refrigerators	1465.1		22,545	22,545	22,545	22,545	C
	ADA Modifications	1465.1		1,856	1,856	1,856	1,856	C
				24,401	24,401	24,401	24,401	
TN 37P006001 Lee	Replace Ridge Vents	1460		0	0	0	0	C
	Electric Ranges	1460		0	0	0	0	C
	Remove Gas Meters/Install Elec Ranges	1460		6,537	6,537	6,537	6,537	C
				6,537	6,537	6,537	6,537	
TN 37P006002 Riverview	Bathroom Heat	1460		0	0	0	0	C
TN 37P006003 Riverview	Bathroom Heat	1460		0	0	0	0	C
TN 37P006004 Cloud	Electric Ranges	1460		48,484	48,484	48,484	48,484	C
	Remove Gas Meters/Install Elec Ranges	1460		39,691	39,691	39,691	39,691	C
				88,175	88,175	88,175	88,175	
TN 37P006009 Holly Hills	Electric Ranges	1460		25,444	25,444	25,444	25,444	C
	Remove Gas Meters/Install Elec Ranges	1460		17,141	17,141	17,141	17,141	C
				42,585	42,585	42,585	42,585	
PHA Wide	Emergency Mold Abatement	1460		9,292	9,292	9,292	9,292	C
Non-Dwelling Structures	TN6-4 Maint Shop/Garage Mods	1470		0	0	0	0	
TN 37P006001	Community Room Upgrade (tables/chairs)	1470		0	0	0	0	C
TN 37P006003	Community Room Upgrade (tables/chairs)	1470		0	0	0	0	C
TN 37P006004	Community Room Upgrade (tables/chairs)	1470		0	0	0	0	C
TN 37P006004	Maintenance Facilities	1470		13,950	13,950	13,950	13,950	C
TN 37P006007	Community Room Upgrade (tables/chairs)	1470		0	0	0	0	C
TN 37P006009	Community Room Upgrade (tables/chairs)	1470		0	0	0	0	C
				13,950	13,950	13,950	13,950	
TN 37P006001	Parking Lot Improvements	1450		0	0	0	0	C

Signature of Executive Director and Date

X

Terry W Cunningham, Executive Director

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

X

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part III: Implementation Schedule**

**US Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number/Name HA-Wide Activities	All Funds Obligated Quarter Ending Date			All Funds Expended Quarter Ending Date			Reasons for Revised Target Dates ²
	Original	Revised ¹	Actual ²	Original	Revised ¹	Actual ²	
1406							
1408							
1410							
1430							
1450							
1460							
1465.1							
1470							
1475							
TN 37P006001							
TN 37P006002							
TN 37P006003							
TN 37P006004							
TN 37P006007							
TN 37P006009							
TN 37P006011							
				Approved \$ Quarter ending 9/30/04 ?			
				Obligate 18 mos after available			
				Expend 3 yrs after available			
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
X				X			
Terry W Cunningham, Executive Director							

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

² To be completed for the Performance and Evaluation Report.

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

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Kingsport Housing & Redevelopment Authority

PO Box 44 Kingsport, TN 37662

Capital Fund Number
TN37P006501-05

FFY of Grant Approval
2005

- Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number
 Performance and Evaluation Report for Program Year Ending **9/30/07** Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ²	
		Original	Revised ¹	Obligated	Expended
1	Total Non-CGP Funds	-	-	-	-
2	1406 Operations	184,405	184,405	184,405	184,405
3	1408 Management Improvements	187,581	187,581	187,581	177,959
4	1410 Administration	60,538	60,538	60,538	60,538
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	50,000	50,000	50,000	50,000
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	66,307	66,307	66,307	61,476
10	1460 Dwelling Structures	321,106	321,106	321,106	297,046
11	1465.1 Dwelling Equipment - Nonexpendable	19,506	19,506	19,506	19,506
12	1470 Nondwelling Structures	12,833	12,833	12,833	12,833
13	1475 Nondwelling Equipment	19,748	19,748	19,748	19,748
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1498 Mod Used for Development	-	-	-	-
19	1502 Contingency (may not exceed 8% of line 20)	-	-	-	-
20	Amount of Annual Grant (Sum of lines 2-19)	\$922,024	\$922,024	\$922,024	\$883,511
21	Amount of line 20 Related to LBP Activities	-	-	-	-
22	Amount of line 20 Related to Section 504 Compliance	-	-	-	-
23	Amount of line 20 Related to Security	-	-	-	-
24	Amount of line 20 Related to Energy Conservation Measures	-	-	-	-

Signature of Executive Director and Date

X **1/9/2008** **X**

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

Terry W. Cunningham, Executive Director

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part II: Supporting Pages**

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA-Wide Management Improvements	Operations	1406		184,405	184,405	184,405	184,405	C
	Vista Workers	1408		50,000	50,000	50,000	50,000	C
	Vista Office Supplies	1408		4,000	4,000	4,000	4,000	C
	Resident Training	1408		5,000	5,000	5,000	856	C
	Resident Initiatives Manager	1408		42,000	42,000	42,000	42,000	C
	Resident Initiatives Supplies	1408		2,000	2,000	2,000	1,507	C
	Mgt/Maint Training	1408		9,393	9,393	9,393	9,393	C
	CFP/Clerical Assistant	1408		14,000	14,000	14,000	14,000	C
	UPCS Inspection/Services	1408		38,000	38,000	38,000	38,001	C
	Telecomm/Computer Upgrades	1408		3,188	3,188	3,188	3,188	C
	Resident Business Development	1408		0	0	0	0	C
	Long Term Asset Mgt Plan	1408		20,000	20,000	20,000	15,014	C
				187,581	187,581	187,581	177,959	
PHA-Wide Administration	Mod Manager/Employee Benefits	1410		57,000	57,000	57,000	57,000	C
	Sundry	1410		30	30	30	30	C
	Telephone	1410		1,508	1,508	1,508	1,508	C
	Local Travel	1410		2,000	2,000	2,000	2,000	C
				\$60,538	\$60,538	\$60,538	\$60,538	
PHA-Wide Fees & Costs	A and E Fees PHA Wide	1430		25,000	25,000	25,000	25,000	C
	Inspector / Employee Benefits	1430		25,000	25,000	25,000	25,000	C
	A&E Mold Abatement Tech Serv	1430		0	0	0	0	C
	Tech Serv Long Term Asset Mgt Plan	1430		0	0	0	0	C
				\$50,000	\$50,000	\$50,000	\$50,000	
PHA Wide Non-Dwelling Equipment	Maint/Mgt Vehicle	1475	2	19,748	19,748	19,748	19,748	C
				\$19,748	\$19,748	\$19,748	\$19,748	

Signature of Executive Director and Date

X

Terry W Cunningham, Executive Director

1/9/2008 X

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

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part II: Supporting Pages**

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	Playground Improvements	1450		1,073	1,073	1,073	1,073	C
	Neighborhood Appearance/Landscaping	1450		59,139	59,139	59,139	56,308	
	Sidewalks/Parking Lots/Alleys/Streets	1450		3,991	3,991	3,991	1,991	
	Fence Repairs	1450		1,000	1,000	1,000	1,000	C
	Pest Control	1450		1,104	1,104	1,104	1,104	C
				66,307	66,307	66,307	61,476	
PHA Wide Dwelling Equipment	Refrigerators	1465.1		13,316	13,316	13,316	13,316	C
	Dumpster Repair	1465.1		5,908	5,908	5,908	5,908	C
	ADA Modifications	1465.1		282	282	282	282	C
	Emergency Mold Abatement	1465.1		0	0	0	0	C
				19,506	19,506	19,506	19,506	
TN 37P006001 Lee	Bathroom Heat	1460		46,354	46,354	46,354	46,354	C
	Ridge Vents	1460		0	0	0	0	C
	Entrance Door Locks	1460		52,702	52,702	52,702	52,702	C
				99,056	99,056	99,056	99,056	
TN 37P006002 Riverview	Entrance Door Locks	1460		14,000	14,000	14,000	14,000	C
TN 37P006003 Riverview	Entrance Door Locks	1460		9,000	9,000	9,000	9,000	C
TN 37P006004 Cloud	Bathroom Heat	1460		70,293	70,293	70,293	70,293	C
	Entrance Door Locks	1460		49,953	49,953	49,953	49,953	C
				120,246	120,246	120,246	120,246	
TN 37P006007 Dogwood	Entrance Door Locks	1460		18,000	18,000	18,000	18,000	C
TN 37P006009 Holly Hills	Kitchen Cabinets/Countertops	1460		27,726	27,726	27,726	3,666	
	Entrance Door Locks	1460		20,000	20,000	20,000	20,000	C
				47,726	47,726	47,726	23,666	
TN 37P006011 Tiffany Court	Replace Roof	1460		9,578	9,578	9,578	9,578	C
	Entrance Door Locks	1460		3,500	3,500	3,500	3,500	C
				13,078	13,078	13,078	13,078	
TN 37P006001 Lee	Parking Lot Improvements	1450		0	0	0	0	C
TN 37P006002 Riverview	Fence	1470		12,833	12,833	12,833	12,833	C

Signature of Executive Director and Date

X

Terry W Cunningham, Executive Director

1/9/2008 X

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

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part III: Implementation Schedule**

**US Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number/Name HA-Wide Activities	All Funds Obligated Quarter Ending Date			All Funds Expended Quarter Ending Date			Reasons for Revised Target Dates ²
	Original	Revised ¹	Actual ²	Original	Revised ¹	Actual ²	
1406 1408 1410 1430 1450 1460 1465.1 1470 1475 TN 37P006001 TN 37P006002 TN 37P006003 TN 37P006004 TN 37P006007 TN 37P006009 TN 37P006011							<p>Approved \$ Quarter ending Obligate 18 mos after available Expend 3 yrs after available</p>
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
X				1/9/2008 X			
Terry W Cunningham, Executive Director							

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

² To be completed for the Performance and Evaluation Report.

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

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Kingsport Housing & Redevelopment Authority

PO Box 44 Kingsport, TN 37662

Capital Fund Number
TN37P006501-06

FFY of Grant Approval
2006

- Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number
 Performance and Evaluation Report for Program Year Ending **9/30/07** Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ²	
		Original	Revised ¹	Obligated	Expended
1	Total Non-CGP Funds	-	-	-	-
2	1406 Operations	178,968	178,968	178,968	178,968
3	1408 Management Improvements	239,687	239,687	239,687	185,927
4	1410 Administration	68,500	68,500	68,500	73,974
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	52,000	52,000	52,000	48,885
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	62,326	62,326	62,326	56,856
10	1460 Dwelling Structures	245,749	245,749	245,749	14,275
11	1465.1 Dwelling Equipment - Nonexpendable	22,110	22,110	22,110	13,895
12	1470 Nondwelling Structures	9,000	9,000	9,000	-
13	1475 Nondwelling Equipment	16,500	16,500	16,500	16,500
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1498 Mod Used for Development	-	-	-	-
19	1502 Contingency (may not exceed 8% of line 20)	-	-	-	-
20	Amount of Annual Grant (Sum of lines 2-19)	\$894,840	894,840	894,840	589,280
21	Amount of line 20 Related to LBP Activities	-	-		
22	Amount of line 20 Related to Section 504 Compliance	-	-		
23	Amount of line 20 Related to Security	-	-		
24	Amount of line 20 Related to Energy Conservation Measures	-	-		

Signature of Executive Director and Date

X **1/9/2008** **X**

Terry W. Cunningham, Executive Director

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

X

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part II: Supporting Pages**

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA-Wide Management Improvements	Operations	1406		178,968	178,968	178,968	178,968	C
	Vista Workers	1408		50,000	50,000	50,000	14,039	
	Vista Office Supplies	1408		4,000	4,000	4,000	4,509	C
	Resident Training	1408		5,000	5,000	5,000	0	
	Resident Initiatives Manager	1408		47,000	47,000	47,000	53,292	C
	Resident Initiatives Supplies	1408		2,000	2,000	2,000	416	
	Mgt/Maint Training	1408		10,000	10,000	10,000	10,991	
	CFP/Clerical Assistant	1408		12,000	12,000	12,000	14,660	C
	UPCS Inspection/Services	1408		30,254	30,254	30,254	30,253	C
	Telecomm/Computer Upgrades/Security Cameras	1408		60,843	60,843	60,843	40,177	
	Resident Business Development	1408		1,000	1,000	1,000	0	
	HVAC Technical/Services	1408		17,590	17,590	17,590	17,590	C
				239,687	239,687	239,687	185,927	
PHA-Wide Administration	Mod Manager/Employee Benefits	1410		62,000	62,000	62,000	69,960	C
	Sundry	1410		2,500	2,500	2,500	9	
	Telephone	1410		1,500	1,500	1,500	741	
	Local Travel	1410		2,500	2,500	2,500	3,264	C
				\$68,500	\$68,500	\$68,500	\$73,974	
PHA-Wide Fees & Costs	A and E Fees PHA Wide	1430		20,000	20,000	20,000	10,669	
	Inspector / Employee Benefits	1430		32,000	32,000	32,000	38,216	
				\$52,000	\$52,000	\$52,000	\$48,885	
PHA Wide Non-Dwelling Equipment	Maint/Mgt Vehicle	1475	2	16,500	16,500	16,500	16,500	C
				\$16,500	\$16,500	\$16,500	\$16,500	

Signature of Executive Director and Date

X

Terry W Cunningham, Executive Director

1/9/2008 X

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

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part II: Supporting Pages**

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	Neighborhood Appearance	1450		33,000	33,000	33,000	29,738	
	Landscaping	1450		22,000	22,000	22,000	20,558	
	Sidewalks/Parking Lots/Alleys/Streets	1450		1,634	1,634	1,634	1,868	C
	Fence Repairs	1450		1,000	1,000	1,000	1,000	
	Pest Control	1450		3,692	3,692	3,692	3,692	C
	Playground Improvements	1450		1,000	1,000	1,000	0	
				62,326	62,326	62,326	56,856	
PHA Wide Dwelling Equipment	Refrigerators	1465.1		8,000	8,000	8,000	3,840	
	Dumpster Repair	1465.1		11,110	11,110	11,110	8,000	
	ADA Modifications	1465.1		1,000	1,000	1,000	112	
	Emergency Mold Abatement	1465.1		0	0	0	0	D
	HVAC Equipment	1465.1		2,000	2,000	2,000	1,943	
				22,110	22,110	22,110	13,895	
TN 37P006001 Lee	Bathroom Tub Replacement/Repair	1460		7,000	7,000	7,000	589	
				7,000	7,000	7,000	589	
TN 37P006009 Holly Hills	Kitchen Cabinets/Counter Tops	1460		231,364	231,364	231,364	6,301	
	Windows	1460		0	0	0	0	C
	Security Screens	1460		0	0	0	0	C
	Building Lights	1460		7,385	7,385	7,385	7,385	C
					238,749	238,749	238,749	13,686
PHA Wide Non-Dwelling	TN6-1 Parking	1470		1,000	1,000	1,000	0	
	TN6-1 Comm Bldg Awning	1470		1,000	1,000	1,000	0	
	TN6-7 Comm Bldg Vestibule	1470		7,000	7,000	7,000	0	
					9,000	9,000	9,000	0

Signature of Executive Director and Date

X

Terry W Cunningham, Executive Director

1/9/2008 X

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

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part III: Implementation Schedule**

**US Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number/Name HA-Wide Activities	All Funds Obligated Quarter Ending Date			All Funds Expended Quarter Ending Date			Reasons for Revised Target Dates ²
	Original	Revised ¹	Actual ²	Original	Revised ¹	Actual ²	
1406 1408 1410 1430 1450 1460 1465.1 1470 1475 TN 37P006001 TN 37P006002 TN 37P006003 TN 37P006004 TN 37P006007 TN 37P006009 TN 37P006011							<p>Approved \$ Quarter ending Obligate 18 mos after available Expend 3 yrs after available</p>
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
X Terry W Cunningham, Executive Director				1/9/2008 X			

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

² To be completed for the Performance and Evaluation Report.

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

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Kingsport Housing & Redevelopment Authority

PO Box 44 Kingsport, TN 37662

Capital Fund Number
TN37P006501-07

FFY of Grant Approval
2007

- Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement/Revision Number
 Performance and Evaluation Report for Program Year Ending **9/30/07** Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost ²	
		Original	Revised ¹	Obligated	Expended
1	Total Non-CGP Funds	-	-	-	-
2	1406 Operations	173,600	173,600	-	-
3	1408 Management Improvements	144,000	144,000	144,000	6,338
4	1410 Administration	\$63,500	\$63,500	\$63,500	\$5,295
5	1411 Audit	-	-	-	-
6	1415 Liquidated Damages	-	-	-	-
7	1430 Fees and Costs	58,000	58,000	-	-
8	1440 Site Acquisition	-	-	-	-
9	1450 Site Improvement	101,000	101,000	-	-
10	1460 Dwelling Structures	226,613	226,613	-	-
11	1465.1 Dwelling Equipment - Nonexpendable	16,000	16,000	-	-
12	1470 Nondwelling Structures	40,000	40,000	-	-
13	1475 Nondwelling Equipment	20,000	20,000	-	-
14	1485 Demolition	-	-	-	-
15	1490 Replacement Reserve	-	-	-	-
16	1492 Moving to Work Demonstration	-	-	-	-
17	1495.1 Relocation Costs	-	-	-	-
18	1498 Mod Used for Development	-	-	-	-
19	1502 Contingency (may not exceed 8% of line 20)	-	-	-	-
20	Amount of Annual Grant (Sum of lines 2-19)	\$842,713	842,713	207,500	11,633
21	Amount of line 20 Related to LBP Activities	-	-	-	-
22	Amount of line 20 Related to Section 504 Compliance	-	-	-	-
23	Amount of line 20 Related to Security	-	-	-	-
24	Amount of line 20 Related to Energy Conservation Measures	-	-	-	-

Signature of Executive Director and Date

X **1/9/2008** **X**

Terry W. Cunningham, Executive Director

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

X

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part II: Supporting Pages**

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA-Wide Management Improvements	Operations	1406		173,600	173,600	0	0	
	Vista Workers	1408		50,000	50,000	50,000	0	
	Vista Office Supplies	1408		4,000	4,000	4,000	191	
	Resident Training	1408		5,000	5,000	5,000	0	
	Resident Initiatives Manager	1408		42,000	42,000	42,000	4,041	
	Resident Initiatives Supplies	1408		2,000	2,000	2,000	0	
	Mgt/Maint Training	1408		8,000	8,000	8,000	774	
	CFP/Clerical Assistant	1408		12,000	12,000	12,000	1,332	
	UPCS Inspection/Services	1408		5,000	5,000	5,000	0	
	Telecomm/Computer Upgrades/Security Cameras	1408		5,000	5,000	5,000	0	
	Resident Business Development	1408		1,000	1,000	1,000	0	
	HVAC Technical/Services	1408		5,000	5,000	5,000	0	
	Salary/Wage Study	1408		5,000	5,000	5,000	0	
				144,000	144,000	144,000	6,338	
PHA-Wide Administration	Mod Manager/Employee Benefits	1410		57,000	57,000	57,000	5,295	
	Sundry	1410		2,500	2,500	2,500	0	
	Telephone	1410		1,500	1,500	1,500	0	
	Local Travel	1410		2,500	2,500	2,500	0	
				\$63,500	\$63,500	\$63,500	\$5,295	
PHA-Wide Fees & Costs	A and E Fees PHA Wide	1430		28,000	28,000	0	0	
	Inspector / Employee Benefits	1430		25,000	25,000	0	0	
	Energy Services Contract	1430		5,000	5,000	0	0	
				\$58,000	\$58,000	\$0	\$0	
PHA Wide Non-Dwelling Equipment	Maint/Mgt Vehicle	1475	2	20,000	20,000	0	0	
				\$20,000	\$20,000	\$0	\$0	
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				
X				1/9/2008 X				
Terry W Cunningham, Executive Director								

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part II: Supporting Pages**

**US Department of Housing
and Urban Development
Office of Public and Indian Housing**

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number / Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work ²
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
PHA Wide	Neighborhood Appearance	1450		25,000	25,000	0	0	
	Landscaping	1450		25,000	25,000	0	0	
	Sidewalks/Parking Lots/Alleys/Streets	1450		1,000	1,000	0	0	
	Fence Repairs	1450		1,000	1,000	0	0	
	Pest Control	1450		1,000	1,000	0	0	
	Playground Improvements	1450		6,000	6,000	0	0	
	Security Cameras	1450		42,000	42,000	0	0	
				101,000	101,000	0	0	
PHA Wide Dwelling Equipment	Refrigerators	1465.1		12,000	12,000	0	0	
	Dumpster Repair	1465.1		1,000	1,000	0	0	
	ADA Modifications	1465.1		1,000	1,000	0	0	
	Emergency Mold Abatement	1465.1		1,000	1,000	0	0	
	HVAC Equipment	1465.1		1,000	1,000	0	0	
			16,000	16,000	0	0		
TN 37P006001 Lee	Interior Doors	1460		3,800	3,800	0	0	
				3,800	3,800	0	0	
TN 37P006004 Cloud	Replace Water Valves	1460		45,000	45,000	0	0	
				45,000	45,000	0	0	
TN 37P006004 Cloud	Repair Gym Ceiling	1470		40,000	40,000	0	0	
				40,000	40,000	0	0	
TN 37P006007 Dogwood	Replace Windows Security Screens	1460		78,713	78,713	0	0	
		1460		52,000	52,000	0	0	
				130,713	130,713	0	0	
TN 37P006009 Holly Hills	Kitchen Cabinets/Countertops	1460		42,100	42,100	0	0	
				42,100	42,100	0	0	
TN 37P006011 Tiffany Court	Replace Awnings	1460		5,000	5,000	0	0	
				5,000	5,000	0	0	

Signature of Executive Director and Date

X

Terry W Cunningham, Executive Director

1/9/2008 X

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

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

² To be completed for the Performance and Evaluation Report.

**Annual Statement /Performance and Evaluation Report
Capital Fund Program (CFP) Part III: Implementation Schedule**

**US Department of Housing
and Urban Development**
Office of Public and Indian Housing

OMB Approval No. 2577 - 0157 (Exp. 3/31/2002)

Development Number/Name HA-Wide Activities	All Funds Obligated Quarter Ending Date			All Funds Expended Quarter Ending Date			Reasons for Revised Target Dates ²
	Original	Revised ¹	Actual ²	Original	Revised ¹	Actual ²	
1406 1408 1410 1430 1450 1460 1465.1 1470 1475 TN 37P006001 TN 37P006002 TN 37P006003 TN 37P006004 TN 37P006007 TN 37P006009 TN 37P006011							Approved \$ Quarter ending Obligate 18 mos after available Expend 3 yrs after available
Signature of Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			
X Terry W Cunningham, Executive Director				1/9/2008 X			

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

² To be completed for the Performance and Evaluation Report.